HI-DESERT WATER DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Prepared for:
Hi-Desert Water District
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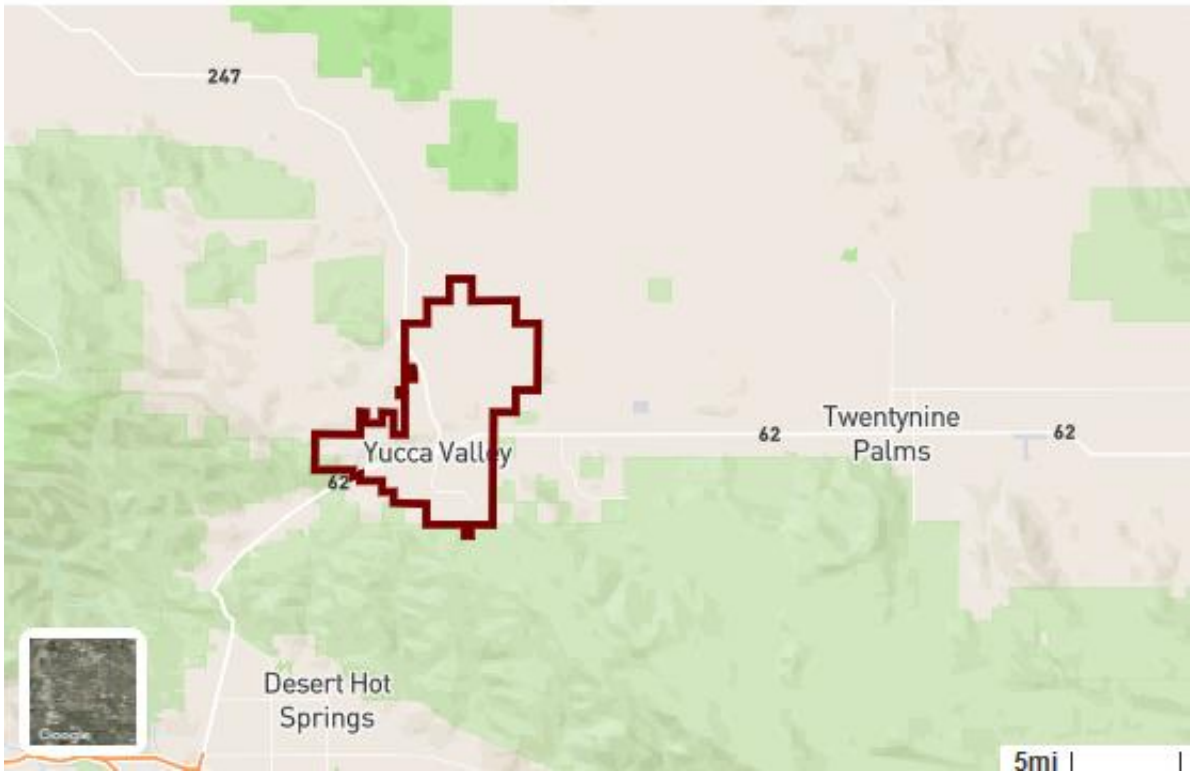
INTRODUCTION

This Sewer System Management Plan (SSMP) for the Hi-Desert Water District's (HDWD) has been prepared in compliance with requirements of the State Water Resource Control Board (SWRCB) pursuant to Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ included in Appendix A. The WDR requires development and implementation of a written SSMP and defines eleven mandatory SSMP elements. The WDR also defines associated monitoring, record keeping, reporting, and public notification requirements.

HDWW is located in San Bernardino County California and serves a population of 25,000. After phase 2 and 3 of construction, about 19,000 people will be served by the sewer system in the community of Yucca Valley. The boundary of the service area is shown on the Figure below. The sewer collection system is 78 total miles in length, consisting of 2 miles of gravity mainline, 76 miles of pressurized mainline, and 3 lift stations, and 0 siphons. There are no known structures diverting stormwater to the sewer system.



HDWD utilizes a work order asset management system (Facility Dude) for data management. HDWD's sewer system consists of 90% residential, 10% commercial, and 0% industrial.

The sewer system is owned by HDWD who manages the collection system including the lower lateral (between the main and cleanout). The upper lateral above the cleanout is the responsibility of the property owner.

HDWD has a comprehensive set of sewer maps that show all the features of the District's collection system. These maps are maintained in a modern state-of-the-art GIS System.

Prior to late 2019, sewage treatment was not handled by HDWD. The HDWD developed an initial SSMP dated November 2019 and has completed the following audits and updates:

Development History	
Original SSMP	2019
SSMP Audit (Attached Appendix B)	2021
SSMP Update (this document)	2023

This SSMP (2023) is an update of the initial SSMP and has incorporated the results of the 2021 SSMP Audit and the new requirements of General Order 2022-0103-DWQ. The schedule for future audits and updated is included below:

Schedule	
SSMP Audit	2026
SSMP Audit	2029
SSMP Update	2029

This SSMP is intended to be a living document and should be updated as needed to reflect changes to the SSMP elements.

The intent of this SSMP is to meet the requirements of the General Order 2022-0103-DWQ. This document presents eleven elements in the order presented in the WDR:

1. Goals;
2. Organization;
3. Legal Authority;
4. Operation and Maintenance Program;
5. Design and Performance Provisions;
6. Overflow Emergency Response Plan;
7. Sewer Pipe Blockage Control Program;
8. System Evaluation, Capacity Assurance Plan and Capital Improvements;
9. Monitoring, Measurement, and Program Modifications;
10. Internal Audits; and
11. Communication Program.

ELEMENT 1: GOALS

The intent of this section is to identify the goals that the District has established for its SSMP. These goals are intended to provide focus for District staff to continue proactive management of its wastewater collection system.

1.1 Regulatory Requirements for the Goals Element

The WDR states that the SSMP goal is to provide a plan and schedule to:

(1) properly manage, operate, and maintain all parts of the District's sanitary sewer system(s),
(2) reduce and prevent spills, and
(3) contain and mitigate spills that do occur.

1.2 SSMP Goals

The goals of the District's SSMP include:

- Maintaining or improving the condition of the collection system infrastructure in order to provide reliable services now and into the future;
- Cost-effectively minimizing infiltration/inflow (I/I) and providing adequate sewer capacity to accommodate design storm flows;
- Minimizing the number and impact of sanitary sewer overflows (SSOs) that occur;
- Preventing unnecessary damage to public and private property;
- Working cooperatively with local, state, and federal agencies to investigate the causes of, minimize, and mitigate the impacts of SSOs;
- Meeting all applicable regulatory notification and reporting requirements;
- Being available and responsive to the needs of the public to prevent and restore interruptions in service, and to minimize public health and property impacts related to SSOs;
- Implementing regular, proactive maintenance of the system to remove and control roots, debris, and fats, oils and grease (FOG) that may cause SSOs;
- Prioritizing renewal and replacement of wastewater collection system facilities to maximize their useful life and optimize capital expenditures; and
- Maintaining the SSMP, which will serve as a reference for the District's sanitary sewer system management practices.

ELEMENT 2: ORGANIZATION

The intent of this section of the SSMP is to identify HDWD staff members responsible for implementing this SSMP, responding to SSO events, and meeting the SSO reporting requirements. This section also includes the designation of the Legally Responsible Official (LRO) or authorized representative to meet SWRCB requirements for completing and certifying spill reports.

2.1 Regulatory Requirements for the Organization Element

The WDR requires that the Organization element of the SSMP provide the following:

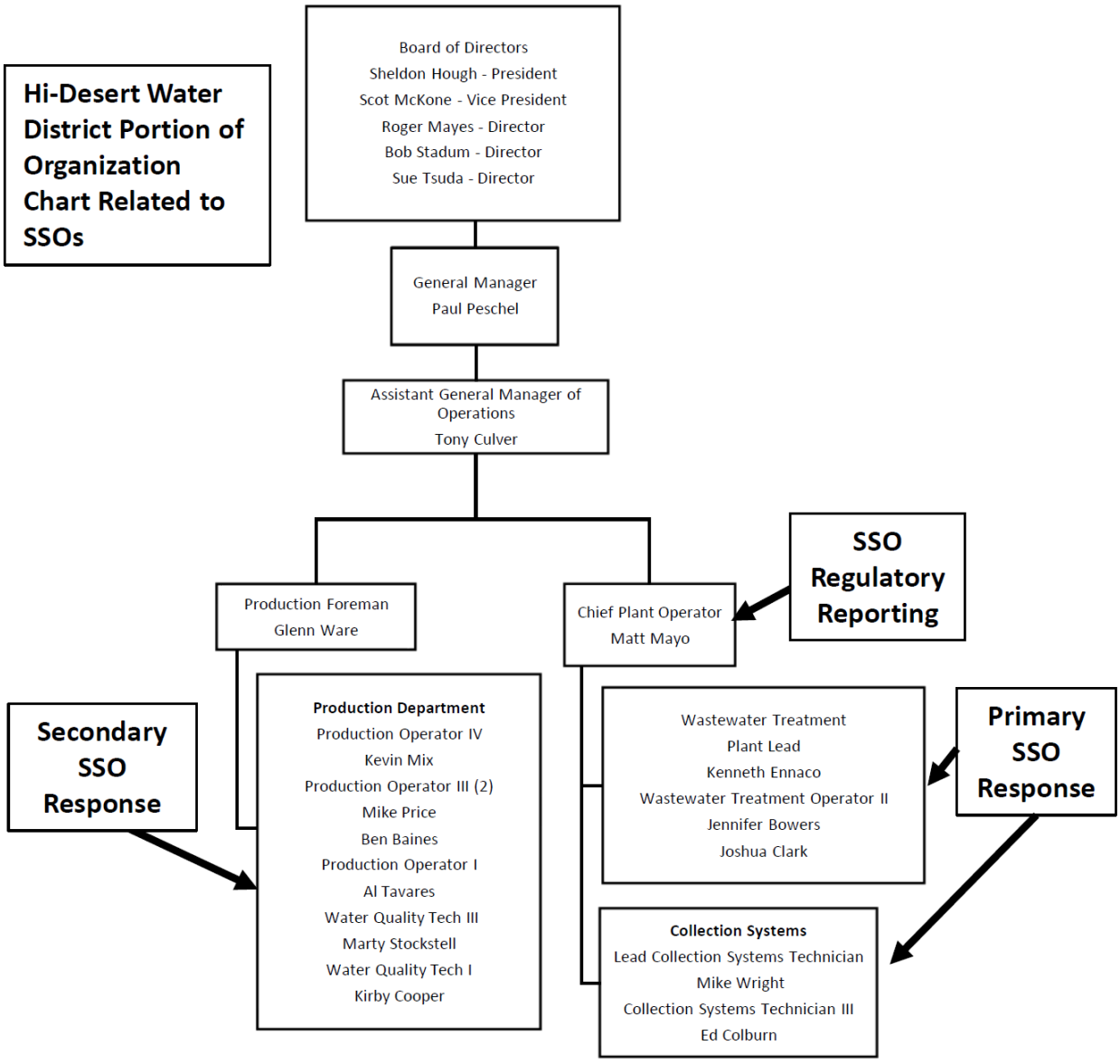
- The name of the responsible or authorized representative;
- The names and telephone numbers and email addresses for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. Include lines of authority as shown in an organization chart or similar document with a narrative explanation;
- Organizational lines of authority; and
- The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Boards and other agencies if applicable.

2.2 Organization

The portion of the HDWD organization chart related to SSO response and reporting is shown in the figure on the following page. The organization chart below illustrates the positions and lines of authority through which the wastewater program is administered.

The lines of authority are clearly diagrammed from the Board of Directors, through the General Manager, through the Chief Plant Operator and Director of Water Operations, to each individual position. Each position within the HDWD organization has specific and clearly defined responsibilities and authorities that are designed to meet the District's goals for the wastewater program and collectively cover all the SSMP elements. This ensures that each element of the program is properly addressed and accomplished.

HDWD's organizational goal is to clearly define responsibility and authority for accomplishing each program work element. This is accomplished through organization charts, work assignments, and position descriptions.



Each position is responsible for its own work assignments. Principal positions within the District that have responsibility for the wastewater collection system are shown in the table on the following page. Accountability is assured by monitoring and reporting by the various positions at weekly staff meetings.

The CPO oversees these meetings and monitors the progress of various functions and activities within the SSMP.

Position	Responsibility
Chief Plant Operator (CPO)	The Chief Plant Operator is the duly authorized representative that oversees all facets of the District's wastewater system. Duties include, but are not limited to, design, construction review, planning of capital improvement projects, overseeing GIS mapping, operation and maintenance, and reporting SSO information to the Colorado River Basin Regional Water Quality Control Board CRBRWQCB and SWRCB.
Wastewater Treatment Plant Lead Operator	Oversees operation and maintenance of the District's wastewater treatment plant. Participates in SSO responses. Completes SSO field forms documenting volume released and mitigation actions.
Wastewater Treatment Operators	Participates in the operation and maintenance of the District's water reclamation facilities, and monitoring of the lift stations, and collection system and participates in SSO responses.
Collection System Technicians	Operates and maintains the lift stations and collection system and assists in the preventative maintenance of the water reclamation facility. Complete SSO field forms documenting volume released and mitigation actions.
Production Department Staff	Maintains the District's water distribution system. Secondary responders to SSOs on an as needed basis.

2.3 Authorized Representative

The Chief Plant Operator (CPO) Matt Mayo, is the Legally Responsible Official (LRO) or duly authorized representative to prepare, certify and submit electronic spill reports to the CRBRWQCB and SWRCB and to notify other government agencies.

2.4 SSO Reporting Chain of Communication

Sanitary system overflow (SSO) detection, notification, response, and reporting processes will be described in Element 6 – Spill Emergency Response Plan. The sanitary system overflow detection, notification, and response process is discussed below.

Operation and maintenance crews continually monitor the condition and performance of the system with the goal of identifying and fixing any potential problem before it becomes an SSO. Once a spill is reported or observed, it immediately becomes the highest priority.

Citizens can report any problems with the wastewater collection system 24 hours per day, 7 days per week. During normal business hours calls regarding SSOs are received by the Hi-Desert Water District Office (760) 365-8333. Office personnel will contact the Chief Plant Operator CPO who will dispatch responders. In cases when the CPO is not available, the Lead Collections Technician will be contacted who will dispatch responders.

After normal working hours, calls regarding SSOs are received by Centratel, the HDWD after-hours answering service and they will contact on-call Wastewater Staff using the On-Call phone number (not a publicized number). The on-call Wastewater Staff will notify the CPO and will be the initial responder to SSOs along with the CPO. If the situation warrants, additional personnel will be contacted to respond. In complex SSOs the Construction & Maintenance Afterhours staff will be contacted for additional support and guidance.

Information from the SSO and SSO response will be provided by the responders to the CPO who will make the necessary regulatory reports.

All overflow incidences are immediately reported to the CPO who will then notify the General Manager. A crew is assembled, the problem is evaluated, a solution is found, and implemented.

The District emphasizes timely and accurate notification and reporting. The chain of communication for reporting SSOs has been effective. The District strives for a minimum time in responding to an SSO and meets its legal obligation and social responsibility for notification and reporting.

The CPO makes sure the proper agencies are contacted starting with the General Manager. The decision is then made, depending on the SSO, to contact additional resources as needed (the order will also be determined by the nature of the event):

- (800) 852-7550 Manager, Office of Emergency Services (OES),

Depending on the circumstances, OES may contact some, or all, of the agencies below:

- (800) 442-2283 San Bernardino County Environmental Health
- (760) 346-7491 Regional Water Quality Control Board, Colorado River
- (760) 228-1991 San Bernardino County Fire Department Station 42 - Yucca Valley
- (760) 366-4175 Yucca Valley Police Department
- (909) 387-8313 San Bernardino County (Yucca Valley)

ELEMENT 3: LEGAL AUTHORITY

This element of the SSMP discusses the District's Legal Authority, including its ordinance and agreements with other agencies. This section fulfills the Legal Authority requirement for the WDR (Element 3).

3.1 Regulatory Requirements for the Legal Authority Element

The requirements for the Legal Authority element of the SSMP are summarized below. HDWD must demonstrate, through collection system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:

1. Prevent illicit discharges into its wastewater collection system (examples may include infiltration and inflow (I/I), storm water, chemical dumping, unauthorized debris and cut roots, etc.);
2. Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;
3. Require that sewers and connections be properly designed and constructed;
4. Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;
5. Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and
6. Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.

3.2 Hi-Desert Water District Legal Authority

The legal authority required for the SSMP is contained within Districts Title 8 "Wastewater" in Appendix C. The sections that fulfill the requirements of the SSMP are indicated below:

1. **Prevent illicit discharges into its wastewater collection system (examples may include infiltration and inflow (I/I), storm water, chemical dumping, unauthorized debris and cut roots, fats, oils, and grease; and trash, including rags and other debris that may cause blockages;**

The following sections of the District Code prevent illicit discharges:

- 8.15.020(A) (1), General Prohibitions
- 8.15.020(A) (2), Specific Prohibitions

2. **Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;**

There is no stormwater infrastructure in the HDWD service area. No special agreements or authority is necessary to ensure collaboration or coordination.

3. **Require that sewers and connections be properly designed and constructed;**

Currently design standards are contained within a document titled “Wastewater Collection System Phase I Bid Package D” in the Section 330513. HDWD is in the process of developing “Development Guidelines” with an engineering contractor which will include water and sewer construction standards and standard drawings. This work is expected to be completed in 2024.

4. **Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;**

The following sections of the District Ordinance contain provisions for access to all portions of the sewer and all connections:

- 18.15.070, Compliance Monitoring, (A). Right of Entry:
- 18.15.100 (H) (4), Administrative Enforcement Remedies (Provides authority for termination of discharge for "Refusal of reasonable access to the person’s premises for the purpose of inspection, monitoring, or sampling").

5. **Enforce any violation of its sewer policies;**

The legal authority for enforcement of sewer standards is provided in the following sections of the Districts Title 8 "Wastewater”

- 8.15.100, Administrative Enforcement Remedies.
- 8.15.110, Judicial Enforcement Remedies.
- 8.15.120, Supplemental Enforcement Action

6. **Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.**

All of HDWD wastewater operations and maintenance areas are within their service area and sphere of influence and easement accessibility agreements are not necessary.

3.3 Agreements with Other Agencies

The District has no satellite collection systems or agreements to receive wastewater from any other jurisdiction.

ELEMENT 4: OPERATION AND MAINTENANCE PROGRAM

4.1 Regulatory Requirements for the Operations and Maintenance Program Element

The WDR states that the District shall develop and implement an Operations and Maintenance (O & M) Program which should include the following:

- The District must maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments, manholes, pumping facilities, pressure pipes, valves, and applicable storm water conveyance facilities;
- HDWD must describe routine preventive operation and maintenance activities by staff and contractors; including a system for scheduling: Inspection and maintenance activities:
- Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems; and
- Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.
- HDWD must provide training on a regular basis for staff in sanitary sewer system operations, maintenance, and require contractors to be appropriately trained. Training must include: The requirements of the General Order 2022-0103-DWQ: The enrollee's Spill Emergency Response Plan procedures and practice drills; skilled estimation of spill volume for field operators; and electronic CIWQS reporting procedures for staff submitting data.
- HDWD must provide equipment and replacement part inventories, including identification of critical replacement parts.

4.2 Maps

HDWD has a comprehensive set of sewer maps that show all the features of the District's collection system. These maps are maintained in a modern state-of-the-art GIS System. HDWD's GIS system has the entire collection system as well as other informational layers, developed with information from the District's maintenance and operations database. HDWD will use the GIS for system management, decision-making, and prioritization of work. The GIS is routinely updated to include system expansion, rehabilitation, and building lateral sewer changes. The GIS system includes:

- Sewer pipe network
- Pipe sizes
- Manholes
- Manhole depths
- Pump stations
- Streets
- Parcels
- Sewer Flushing Locations
- Sewer Checking Locations

4.3 Preventive Operations and Maintenance Program

The wastewater collection system is being constructed in 3 stages. Construction for stage 1 is complete and customers are currently connecting. Stage 2 and 3 are in the planning stages of construction.

The District has filled the critical positions and will evaluate the level of personnel at a later date. Preventive Operations and Maintenance programs have been development. Given the young age of the sewer infrastructure, problem areas of the collection system have not been identified. A schedule for routine preventive operation and maintenance activities has been developed, using a work order management system to document scheduled and conducted activities.

Currently HDWD performs visual inspections of all lift stations within the system daily. A work order management system is used to logs inspections. HDWD is planning on acquiring a truck with CCTV inspection equipment. When the CCTV equipment is received and operational, it is anticipated that HDWD will annually inspect, document, and prioritize system repairs.

Sewer Collection System maintenance may include: CCTV inspections, pipe repair, smoke testing, and some pipe cleaning.

The Preventive Sewer System Maintenance Schedule will be organized around specific locations and frequencies of service. The District will maintain a sewer flushing log identifying specific locations that are hydro-flushed monthly, quarterly, and semi-annually. The frequency and type of preventive maintenance will be developed based on experience.

The length of sewers that needs to be actively flushed, either monthly, quarterly, or semi-annually, is yet to be determined.

The District has a vacuum truck, for cleaning and clearing lines.

The sewer flush log will show the different maintained sewer segments listing specific characteristics which require instructions unique to each site.

In addition to regularly scheduled maintenance of specific sewer segments, the District will develop a list of sites across the system that are visually inspected every week as indicators of system-wide condition. Inspections will consist of pulling the lids off manholes and inspecting the sewer flow. Observations forms will be logged.

Pumping Station Maintenance

Within the District's service area, there are wastewater pumps and lift stations. Regular inspection and maintenance schedules will be developed as they become operational.

Root Control

Given the condition of the collection system (new in 2019), the District has not had any problems with roots in the collection system. In the future, if closed circuit television (CCTV) determines roots are an issue in a line, the District will use various mechanical techniques to remove blockages caused by roots.

Odor Control

Given the condition of the collection system (new in 2019), the District has received no odor complaints. Any odor complaints will be addressed quickly by the District.

Non-Routine Maintenance

The District may utilize contract services for emergency cleaning or a combination of contract and in-house services for cleaning of yet to be identified trouble spots. Non-routine maintenance activities may include investigation and response to any complaints regarding a manhole overflow, missing or shifted manhole covers, manhole covers that are excessively noisy, residential plumbing problems, lift station malfunction, unexpected sewer odor, etc. Sewer complaints are investigated, and appropriate actions are taken to resolve the source of the problem.

Emergency Maintenance

Given the condition of the collection system (new in 2019), the District's collection system facilities have not experienced blockages and/or blockage caused SSOs that required unplanned maintenance under emergency conditions. HDWD has developed emergency maintenance procedures contained within their Spill Emergency Response Plan, for more information refer to Element 6.

Information Systems/Data Collection

The District currently tracks maintenance activities by using work order management system. The work orders are used for scheduling activities. The completed forms are kept on file as a record of completed maintenance activities.

4.4 Training

Crews are trained in the proper operation and maintenance of all new major mobile equipment and facilities. Written operation and maintenance manuals are used as resource material for initial start-up training as well as new staff training.

Safety training is an integral part of the District's program. Every staff member receives formal safety training. Crews are trained in confined space entry and hazardous materials management, as required by regulations.

The District currently requires contractors to have all State and Federal required trainings and certifications and to comply with contractor safety requirements.

4.5 Equipment Inventory

District crews maintain the pumping stations and perform repair or replacement of all sewer pipelines in the District. The District maintains an inventory of equipment, replacement parts, and supplies. A structured process is followed to ensure an up-to-date accounting and complete inventory of equipment and replacement parts for their specific duties. Each lift station is equipped with two pumps for redundancy and the District has ordered a third spare pump for each lift station and a mobile pump trailer for bypass in case of emergencies.

The District maintains equipment such as sump pumps, portable generators, traffic control and night lighting systems in a ready state for immediate deployment in an emergency.

The District has adequate funding, staff, facilities, and equipment to quickly respond to routine or emergency maintenance needs. The District has a fleet of trucks and equipment used in the operation and maintenance of the public sewers and three pumping stations, and can quickly minimize impacts and mitigate emergency conditions.

The maintenance yard is fully equipped with modern equipment and spare parts. The District tracks the use and maintenance history of each vehicle and piece of equipment and replaces them based on a schedule of service time and use. General services and scheduled maintenance on fleet vehicles as well as replacement is based on operating records of the equipment.

ELEMENT 5: DESIGN AND PERFORMANCE PROVISIONS

The intent of this section of the SSMP is to document HDWD design and performance provisions.

5.1 Regulatory Requirements for the Design and Performance Provisions

The WDR requires that the Design and Performance element of the SSMP provide the following:

- The District must have design and construction standards and specifications for the installation of new sewer systems, lift stations and other appurtenances; and for the rehabilitation and repair of existing sewer systems; and
- The District must have procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

5.2 Standards for Installation, Rehabilitation and Repair

The District developed and implemented Standard Plans and Specifications for the Construction of Sanitary Sewers for the initial construction of the wastewater collection system contained within construction bid/specification documents (2018 Bid Package including SECTION 330130.13 – SEWER AND MANHOLE TESTING and SECTION 330513 – MANHOLES AND STRUCTURES). These standards will be incorporated into appropriate District rules and regulations under development. HDWD is working on developing "Development Guidelines" with an engineering consultant which will include water and sewer construction standards and standard drawings. Development Guidelines are expected to be completed in the second half of 2024.

These standards ensure the sewer lines and connections are properly designed and constructed. The design standards dictate engineering design and construction criteria for installing, repairing and connecting laterals to the system. They also provide procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances; and for rehabilitation and repair projects.

Inspection of all construction is performed by either a District employee or a professional construction inspection contractor.

Design:

All gravity sewer line systems within the District are designed to meet standards for the State of California. Pipe sizes are determined by the ultimate service area and available slope. All gravity sewer line plans are designed by registered civil engineers and reviewed and approved by the District prior to construction.

Construction:

Qualified contractors, who must have a Class 'A' general contractor's license when working within the District road right-of-way, construct all gravity sewer line systems. The contractors work is inspected by the District Construction Department and tested for trench compaction and pipeline integrity in compliance with the State of California

recommendations. Connections to the gravity sewer system are not permitted until final approval by the District, and record drawings have been filed.

5.3 Standards for Inspection and Testing of New, Rehabilitated, and Repaired Facilities

The District developed and implemented standards for inspection and testing Sanitary Sewers for the initial construction of the wastewater collection system contained within construction bid/specification documents.

ELEMENT 6: SPILL EMERGENCY RESPONSE PLAN

The intent of this section of the SSMP is to document HDWD's Spill Emergency Response Plan (SERP).

6.1 Regulatory Requirements for the Spill Emergency Response Plan

The District shall develop and implement an SERP that identifies measures to protect public health and the environment. At a minimum, this plan must include procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from the drainage conveyance system;
- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Implement pre-planned coordination and collaboration with drain agencies and other utility agencies/departments prior, during, and after a spill event;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.

The District's Spill Emergency Response Plan is included as Appendix D and complies with the above requirements.

ELEMENT 7: SEWER PIPELINE BLOCKAGE CONTROL PROGRAM

The intent of this section of the SSMP is to document the District's Sewer Blockage Program which includes HDWD FOG Program (Appendix E) and identify program additions.

7.1 Regulatory Requirements for the Sewer Pipeline Blockage Control Program

The Sewer System Management Plan must include procedures for the evaluation of the Enrollee's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a program is not needed. The City has developed a Fats, Oils, and Grease (FOG) Policy (2019) which covers many of the requirements and is included in Appendix E. The Pipeline Blockage Control Program must include, at minimum:

- An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;
- A plan and schedule for the disposal of pipe-blocking substances generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of substances generated within a sanitary sewer system service area;
- The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;
- Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;
- Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;
- An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section; and
- Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.

7.2 Public Education and Outreach Program

Public education and outreach occur at the time of the FOG inspections. During the initial FOG inspection process, the District representative will provide operators with copies of the District's FOG Control Policy and Ordinance. The District representative will discuss the importance of FOG control and answer questions.

7.3 Disposal of FOG

FOG discharge to the sewer is prohibited. Users are required to properly dispose of pretreatment wastes (brown grease) and cooking grease (yellow grease). The District

does not accept trucked or hauled waste at this time, therefore does not have a registration system for FOG waste haulers.

The District does not own or operate a FOG disposal facility. Licensed FOG hauling contractors are required to dispose of grease to a certified disposal facility. The frequency of cleaning a food service establishment's grease control device will be on a case-by-case basis and therefore a schedule for FOG disposal will also be on a case by case basis.

7.4 Legal Authority for FOG Program

The legal authority for the District's FOG Program will be contained within the Districts Municipal Ordinances.

The Hi-Desert Water District Code prevents illicit discharges into its wastewater collection system by using general prohibitions, and narrative local limits, in the following sections:

> **18.15.020 (A)(1) Types of Wastes Prohibited**. No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other National, State, or local pretreatment standards or requirements

The District Code limits the discharge of fats, oils, and grease and other debris that may cause blockages;

> **8.15.020 (A) (2) (c) and (q), Specific Wastes Prohibited:**
> Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference but in no case solids greater than one quarter inch (1/4") or 0.635 centimeters in any dimension; and "Any water or waste which may contain more than 100 parts per million (100 mg/L) of FOG".

The District has the authority to take enforcement actions against violations of discharge prohibitions and other sewer policies through following sections of Code;

8.15.100	Administrative enforcement remedies
8.15.110	Judicial enforcement remedies
8.15.120	Supplemental enforcement action
8.15.120 (K)	Remedies nonexclusive

7.5 Requirements to Install Grease Removal Devices

The authority for requiring installation of grease removal devices is contained in the following section of Municipal Code:

> **8.15.030 (B)(3),** Grease, oil and sand interceptors must be provided when, in the opinion of the General Manager, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors are not required for residential users.

7.6 Authority to Inspect Grease Producing Facilities

The legal authority for the District to inspect grease producing facilities is contained within:

8.15.070 (A) The General Manager shall have the right to enter the premises of any User to determine whether the User is complying with all requirements of this ordinance and any individual wastewater discharge permit or general permit or order issued hereunder. Users shall allow the General Manager ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

7.7 Identification of Grease Problem Areas and Sewer Cleaning

Given the age of the collection system (new 2019) there are no identified grease problem areas. Based on field observations and inspection data, the District may create a list of locations within the collection system that are prone to accumulation of FOG.

7.8 FOG Source Control

The Hi-Desert Water District's Fats, Oils, and Grease Control Program (Appendix E) is an important component of the District's overall source control strategy. The program addresses the discharges of the District's dominant group of non-domestic users, the food service establishments. The Fats, Oils, and Grease Control Program was implemented in 2019, and is an active element in preventing sanitary sewer overflows within the District. The core aspects of the program are twofold: 1) the program establishes and enforces grease trap/interceptor installation requirements as part of the permitting process for new food service establishments; and 2) the program implements and monitors annual inspections of all grease traps/interceptors permitted within the District limits. These annual inspections are intended to confirm that food service establishment owners and staff are properly maintaining their grease traps/interceptors.

The District's Fats, Oil and Grease Control Program ensures that all food service establishments within the District have a grease trap or grease interceptor to capture fats, oils, and grease, which would otherwise be directed into the District's wastewater collection system.

The Fats, Oils, and Grease Control Program provides for annual inspections of food service establishments to ensure that all grease traps and interceptors are functional and maintained properly, and that waste fats, oils, and grease are disposed of properly.

ELEMENT 8: SYSTEM EVALUATION, CAPACITY ASSURANCE, AND CAPITAL IMPROVEMENTS

This section of the SSMP discusses the District's capacity management measures, and recommended capacity improvement projects.

8.1 Regulatory Requirements for the System Evaluation, Capacity Assurance, and Capital Improvements

The WDR requirements for the System Evaluation, Capacity Assurance, and Capital Improvements element of the SSMP are summarized below:

- Routine evaluation and assessment of system conditions;
- Capacity assessment and design criteria;
- Prioritization of corrective actions; and
- A capital improvement plan.

8.2 System Evaluation and Condition Assessment

The Plan must include procedures to:

- Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;
- Identify and justify the amount (percentage) of its system for its condition to be assessed each year;
- Prioritize the condition assessment of system areas that: Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies; Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas; Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;
- Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;
- Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and
- Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.

The wastewater collection system is still under construction and is being built in stages. Stage 1 is completed and Stages 2 and 3 are in the planning phase. Preventive Operations and Maintenance programs have been developed. Given the young age of the sewer infrastructure, problem areas of the collection system have not been identified.

A schedule for routine preventive operation and maintenance activities has been developed, using a work order asset management system (Facility Dude) to document scheduled and conducted activities.

Currently HDWD preforms daily visual inspections of all lift stations within the system. A work order asset management system is used to logs the inspections. HDWD has ordered, and is awaiting delivery of, a truck with CCTV inspection equipment. When the CCTV equipment is received and operational, it is anticipated that annually HDWD will inspect, document, and prioritize system repairs for 10% of the system.

A release of sewage from the system could possibly be expected to discharge into a water of the State (dry washes). The SERP includes a map of assets that could result in discharges to waters of the State and procedures to reduce or minimize the impact.

HDWD maintains documents and records of system evaluation and condition assessment inspections and activities utilizing computer-based work order asset management system.

The HDWD sewer system has not been evaluated for vulnerability to climate change (sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions).

8.3 Capacity Assessment and Design Criteria

Since the collection system is new (2019) there has only been one SSO which was a result if an equipment failure. If SSOs occur as result of a hydraulic deficiency, the District will evaluate those portions of the sewer system that are experiencing or contributing to an SSO. The design criteria for wastewater projects are contained within the 2018 Bid Package.

8.4 Prioritization of corrective actions

Due to the condition of the sewer system (new), and lack of conditions assessment data, corrective actions have not been identified. When the CCTV equipment is received and operational, it is anticipated that annually HDWD will inspect, document, and prioritize system repairs for 10% of the system. The result of the assessment will include the identification and prioritization of corrective actions. HDWD will prioritize the condition assessment of system areas that: Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies; Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas.

8.4 Capital Improvement Plan

The District's wastewater collection system is new and not completely built out. Final build-out is not anticipated for several years. The current budget focuses on completing the wastewater collection system. Funding for capital improvements will be established upon completion of the collection system. Part of the upcoming rate study will include consultants looking at how much savings/funds will be needed for future capital replacement.

ELEMENT 9: MONITORING, MEASUREMENTS, AND PROGRAM MODIFICATIONS

This section of the SSMP discusses parameters the District tracks to monitor the success of the SSMP and how the District plans to keep the SSMP current.

9.1 Regulatory Requirements for the Monitoring, Measurements, and Program Modifications

The WDR requirements for the Monitoring, Measurement, and Program Modifications element of the SSMP are summarized below:

- Maintain relevant information, including audit findings, to establish and prioritize appropriate Plan activities;
- Monitor the implementation and measure the effectiveness of each element of the SSMP;
- Assess the success of the preventive maintenance program;
- Update Plan procedures and activities, as appropriate, based on monitoring or performance evaluations; and
- Identify and illustrate spill trends, including spill frequency, location, and estimated volume.

9.2 Monitoring Information

The District will maintain information that can be used in SSMP performance monitoring through the CIWQS database administered by the State and Regional Water Quality Control Boards to track information under the statewide general SSO order. All CIWQS information is available through the Public Reports portal at:

http://www.waterboards.ca.gov/water_issues/programs/ciwqs/publicreports.html

9.3 Performance Measures

The indicators that the District will use to measure the performance of its wastewater collection system and the effectiveness of its SSMP are:

- Total number of SSO locations per year;
- Volume of spilled wastewater recovered (million gallon per year (MGY) compared to total volume of wastewater spilled (MGY); and
- Volume of spilled wastewater discharged to surface waters (MGY) compared to total volume of wastewater spilled (MGY).

These parameters were selected because they are straightforward, quantitative, and focused on results. These parameters are also available to both District staff and the public at all times through the CIWQS system.

9.4 Performance Monitoring and Program Changes

The SSMP should be updated periodically to maintain current information, and programs need to be enhanced or modified if they are determined to be less effective than needed.

The District will evaluate the performance of the wastewater collection system using the performance measures listed in Section 9.3. The District will review the successes and needed improvements of the SSMP as part of the SSMP tri-annual audit, described in Element 10.

District staff will update critical information, such as contact numbers and the SSO response chain-of-communication, as needed. A comprehensive SSMP update will occur every six years, as required by the SWRCB.

ELEMENT 10: INTERNAL AUDITS

The intent of this section of the SSMP is to document the District's auditing program.

10.1 Regulatory Requirements for the SSMP Program Audits

The WDR requirements for the SSMP Program Audits element of the SSMP are summarized below:

- The District shall conduct periodic internal audits appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every three years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the District's compliance with the SSMP requirements, including identification of any deficiencies in the SSMP and steps to correct them.

10.2 SSMP Audits Discussion

The District will audit its SSMP every three years. The first audit will be completed prior to July 2026 and will cover the second half of 2023, calendar years 2024, 2025 and the first half of 2026. The audit will determine whether the SSMP meets the current requirements of the WDR, whether the SSMP reflects the District's current practices, and whether the District is following the SSMP.

The audit will be conducted by a team consisting of District Staff. The audit team may also include members from other areas of the District, outside agencies, and/or contractors. The scope of the audit will cover each of the sections of the SSMP.

The results of the audit will be included in the Audit Report. The Audit Report may contain information about successes in implementing the most recent version of the SSMP and identify revisions that may be needed for a more effective program. Information collected as part of Element 9 Monitoring, Measurement, and Program Modifications will be used in preparing the audit. Tables, figures, and/or charts may be used to summarize information about these indicators.

The District will update its SSMP at least every six years. An update will be completed on or before July 2029.

The District will determine the need to update its SSMP more frequently based on the results of the tri-annual audits and the performance of its sanitary sewer system using information from the Monitoring and Measuring Program. In the event that the District decides that an update is warranted, the process to complete the update will be identified at that time. The District will complete the update within one year following identification of the need for the update.

The District Staff will seek the approval from the HDWD Board of Directors for any significant changes to the SSMP. The authority for approval of minor changes such as employee names, contact information, or limited procedural changes is delegated to the Chief Plant Operator.

ELEMENT 11: COMMUNICATION PLAN

The intent of this section of the SSMP is to identify a plan to communicate information regarding HDWD's SSMP activities to the public. The plan includes a process for the public to receive SSMP information as well as provide input to the District on the SSMP.

11.1 Regulatory Requirements for the Communication Plan

The WDR requirements for the Communication Plan element of the SSMP are summarized below:

- The District shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP;
- The communication system shall provide the public the opportunity to provide input to the District as the program is developed and implemented; and
- The District shall create a plan of communication with systems that are tributary and/or satellite to HDWD sanitary sewer system.

11.2 Communication Plan

The District has several methods for communicating information to and receiving information from the public. The following methods have been that would be effective as part of the District's Communication Plan.

- **District Website** – The District will evaluate the use of a webpage on the District's existing website to facilitate the transfer of information to the public regarding the SSMP. This webpage could include the entire SSMP, audit performance information, and associated information. The webpage would also serve as a venue for soliciting input from the public on the SSMP.
- **Monthly Water and Sewer Billing** – An annual notice regarding the sanitary sewer system performance can be included in monthly water and sewer billings. The notice would contain general SSMP information. The notice could also refer the customers to the District website for additional details, if an SSMP webpage is implemented. The notice would be printed in both English and Spanish.
- **Notices in Public Spaces** – Notices of the SSMP project could be posted and handouts made available in public spaces such as the District Offices and library. Information would be presented in English and Spanish and have references to the District's website with additional information, if an SSMP webpage is implemented.
- **District Board Meetings** – District Board meetings are public meetings. General SSMP information and updates on sanitary sewer system performance could be added as a discussion item on the Board agenda.

APPENDIX A

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

STATE WATER RESOURCES CONTROL BOARD
1001 I Street, Sacramento, California 95814
ORDER WQ 2022-0103-DWQ

STATEWIDE WASTE DISCHARGE REQUIREMENTS

GENERAL ORDER FOR SANITARY SEWER SYSTEMS

This Order was adopted by the State Water Resources Control Board on December 6, 2022.
This Order shall become effective **180 days after the Adoption Date of this General Order,** on June 5, 2023. The Enrollee shall comply with the requirements of this Order upon the Effective Date of this General Order.

This General Order does not convey any property rights of any sort or any exclusive privileges. The requirements prescribed herein do not authorize the commission of any act causing injury to persons or property, protect the Enrollee from liability under federal, state, or local laws, nor create a vested right for the Enrollee to continue the discharge of waste.

CERTIFICATION

I, Jeanine Townsend, Clerk to the Board, do hereby certify that this Order with all attachments is a full, true, and correct copy of the Order adopted by the State Water Board on December 6, 2022.

AYE:	Chair E. Joaquin Esquivel Vice Chair Dorene D'Adamo Board Member Sean Maguire Board Member Laurel Firestone Board Member Nichole Morgan
NAY:	None
ABSENT:	None
ABSTAIN:	None

Courtney Tyler for
Jeanine Townsend
Clerk to the Board

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Table of Attachments

1. INTRODUCTION

This General Order regulates sanitary sewer systems designed to convey sewage. For the purpose of this Order, a sanitary sewer system includes, but is not limited to, pipes, valves, pump stations, manholes, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks. A sanitary sewer system includes:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

Sewage is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system. Sewage contains high levels of suspended solids, non-digested organic waste, pathogenic bacteria, viruses, toxic pollutants, nutrients, oxygen-demanding organic compounds, oils, grease, pharmaceuticals, and other harmful pollutants.

For the purpose of this General Order, a spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Sewage and its associated wastewater spilled from a sanitary sewer system may threaten public health, beneficial uses of waters of the State, and the environment.

This General Order serves as statewide waste discharge requirements and supersedes the previous State Water Resources Control Board (State Water Board) Order 2006-0003-DWQ and amendments thereafter. All sections and attachments of this General Order are enforceable by the State Water Board and Regional Water Quality Control Boards (Regional Water Boards). Through this General Order, the State Water Board requires an Enrollee to:

- Comply with federal and state prohibitions of discharge of sewage to waters of the State, including federal waters of the United States;
- Comply with specifications, and notification, monitoring, reporting and recordkeeping requirements in this General Order that implement the federal Clean Water Act, the California Water Code (Water Code), water quality control plans (including Regional Water Board Basin Plans) and policies;
- Proactively operate and maintain resilient sanitary sewer systems to prevent spills;
- Eliminate discharges of sewage to waters of the State through effective implementation of a Sewer System Management Plan;
- Monitor, track, and analyze spills for ongoing system-specific performance improvements; and
- Report noncompliance with this General Order per reporting requirements.

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
  - greater than one (1) mile in length (each individual sanitary sewer system);
  - one (1) mile or less in length where the State Water Board or a Regional Water Board requires regulatory coverage under this Order; or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Board or a Regional Water Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

For the purpose of this Order, a sanitary sewer system includes only systems owned and/or operated by the Enrollee.

2. REGULATORY COVERAGE AND APPLICATION REQUIREMENTS

2.1. Requirements for Continuation of Existing Regulatory Coverage

To continue regulatory coverage from previous Order 2006-0003-DWQ under this General Order, **within the 60-days-prior-to the Effective Date of this General Order**, the Legally Responsible Official of an existing Enrollee shall electronically certify the Continuation of Existing Regulatory Coverage form in the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database. The Legally Responsible Official will receive an automated CIWQS-issued Notice of Applicability email, confirming continuation of regulatory coverage under this General Order. All regulatory coverage under previous Order 2006-0003-DWQ will cease on the Effective Date of this Order.

An Enrollee continuing existing regulatory coverage is not required to submit a new application package or pay an application fee for enrollment under this General Order. The annual fee due date for continued regulatory coverage from previous Order 2006-0003-DWQ to this General Order remains unchanged.

A previous Enrollee of Order 2006-0003-DWQ that fails to certify the Continuation of Existing Regulatory Coverage form in the online CIWQS database by the Effective Date of this Order is considered a New Applicant, and will not have regulatory coverage for its sanitary sewer system(s) until:

- A new application package for system(s) enrollment is submitted per section 2.2 (Requirements for New Regulatory Coverage) below; and
- The new application package is approved per section 2.2.2 (Approval of Application Package (For New Applicants Only)).

2.2. Requirements for New Regulatory Coverage

No later than 60 days prior to commencing and/or assuming operation and maintenance responsibilities of a sanitary sewer system, a duly authorized representative that

maintains legal authority over the public or private sanitary sewer system is required to enroll under this General Order by submitting a complete application package as specified below and as provided in Attachment B (Application for Enrollment Form) of this General Order.

Unless required by a Regional Water Board, a public agency that owns a combined sewer system subject to the Combined Sewer Overflow Control Policy (33 U.S. Code § 1342(q)), is not required to enroll, under this Order, the portions of its sanitary sewer system(s) that collects combined sanitary wastewater and stormwater.

2.2.1. Application Package Requirements

The Application for Enrollment package for new applicants must include the following items:

- **Application for Enrollment Form**. The form in Attachment B of this General Order must be completed, signed, and certified by a Legally Responsible Official, in accordance with section 5.1 (Designation of a Legally Responsible Official) of this General Order. If an electronic Application for Enrollment form is available at the time of application, a new applicant shall submit its application form electronically; and
- **Application Fee**. A fee payable to the "State Water Resources Control Board" in accordance with the Fee Schedule in the California Code of Regulations, Title 23, section 2200, or subsequent fee regulations updates.

  The application fee for this General Order is based on the sanitary sewer system's threat to water quality and complexity designations of category 2C or 3C, which is assigned based on the population served by the system. The current Fee Schedule for sanitary sewer systems is listed under subdivision (a)(2) at the following website: Fee Schedule (https://www.waterboards.ca.gov/resources/fees/water_quality/).

2.2.2. Approval of Application Package (For New Applicants Only)

The Deputy Director of the State Water Board, Division of Water Quality (Deputy Director) will consider approval of each complete Application for Enrollment package. The Deputy Director will issue a Notice of Applicability letter which serves as approved regulatory coverage for the new Enrollee.

If the submitted application package is not complete in accordance with section 2.2.1 (Application Package Requirements) of this General Order, the Deputy Director will send a response letter to the applicant outlining the application deficiencies. The applicant will have 60 days from the date of the response letter to correct the application deficiencies and submit the identified items necessary to complete the application package to the State Water Board.

2.2.3. Electronic Reporting Account for New Enrollee

Within 30 days after the date of the Approval of Complete Application Package for System Enrollment, a duly authorized representative for the Enrollee shall obtain a CIWQS Sanitary Sewer System Database user account by clicking the "User Registration" button and following the directions on the CIWQS Login Page

(https://ciwqs.waterboards.ca.gov). If additional assistance is needed to establish an online CIWQS user account, contact State Water Board staff by email at CIWQS@waterboards.ca.gov. The online user account will provide the Enrollee secure access to the online CIWQS database for electronic reporting.

2.3. Regulatory Coverage Transfer

Regulatory coverage under this General Order is not transferable to any person or party except after an existing Enrollee submits a written request for a regulatory coverage transfer to the Deputy Director, at least 60 days in advance of any proposed system ownership transfer. The written request must include a written agreement between the existing Enrollee and the new Enrollee containing:

- Acknowledgement that the transfer of ownership is solely of an existing system with an existing waste discharge identification (WDID) number;
- The specific ownership transfer date in which the responsibility and regulatory coverage transfer between the existing Enrollee and the new Enrollee becomes effective; and
- Acknowledgement that the existing Enrollee is liable for violations occurring up to the ownership transfer date and that the new Enrollee is liable for violations occurring on and after the ownership transfer date.

The Deputy Director will consider approval of the written request. If approved, the Deputy Director will issue a Notice of Applicability letter which serves as an approved transfer of regulatory coverage to the new Enrollee.

3. FINDINGS

3.1. Legal Authorities

3.1.1. Federal and State Regulatory Authority

The objective of the Clean Water Act is to restore and maintain the chemical, physical, and biological integrity of the waters of the United States (33 U.S.C. 1251). The Water Code authorizes the State Water Board to implement the Clean Water Act in the State and to protect the quality of all waters of the State (Water Code sections 13000 and 13160).

3.1.2. Discharge of Sewage

A discharge of untreated or partially treated sewage is a discharge of waste as defined in Water Code section 13050(d) that could affect the quality of waters of the State and is subject to regulation by waste discharge requirements issued pursuant to Water Code section 13263 and Chapter 9, Division 3, Title 23 of the California Code of Regulations. A discharge of sewage may pollute and alter the quality of the waters of the State to a degree that unreasonably affects the beneficial uses of the receiving water body or facilities that serve those beneficial uses (Water Code section 13050(l)(1)).

3.1.3 Water Boards Authority to Require Technical Reports, Monitoring, and Reporting

Water Code sections 13267 and 13383 authorize the Regional Water Boards and the State Water Board to establish monitoring, inspection, entry, reporting, and recordkeeping requirements. Water Code section 13267(b), authorizes the Regional Water Boards to "require any person who has discharged, discharges, or is suspected of having discharged or discharging, or who proposes to discharge waste within its region… or is suspected of having discharged or discharging, or who proposes to discharge, waste outside of its region that could affect the quality of water within its region shall furnish, under penalty of perjury, technical or monitoring reports which the regional board requires…In requiring those reports, the regional board shall provide the person with a written explanation with regard to the need for the reports and shall identify the evidence that supports requiring that person to provide the reports." Water Code section 13267(f) authorizes the State Water Board to require this information if it consults with the Regional Water Boards and determines that it will not duplicate the efforts of the Regional Water Boards. The State Water Board has consulted with the Regional Water Boards and made this determination.

The technical and monitoring reports required by this General Order and Attachment E (Notification, Monitoring, Reporting and Recordkeeping Requirements) are necessary to evaluate and ensure compliance with this General Order. The effort to develop required technical reports will vary depending on the system size and complexity and the needs of the specific technical report. The burden and cost of these reports are reasonable and consistent with the interest of the state in protecting water quality, which is the primary purpose of requiring the reports.

Water Code section 13383(a) authorizes the Water Boards to "establish monitoring, inspection, entry, reporting, and recordkeeping requirements… for any person who discharges, or proposes to discharge, to navigable waters, any person who introduces pollutants into a publicly owned treatment works, any person who owns or operates, or proposes to own or operate, a publicly owned treatment works or other treatment works treating domestic sewage, or any person who uses or disposes, or proposes to use or dispose, of sewage sludge." Section 13383(b) continues, "the state board or the regional boards may require any person subject to this section to establish and maintain monitoring equipment or methods, including, where appropriate, biological monitoring methods, sample effluent as prescribed, and provide other information as may be reasonably required."

Reporting of spills from privately owned sewer laterals and systems pursuant to section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) of this General Order is authorized by Water Code section 13225(c) and encouraged by the State Water Board, wherein a local agency may investigate and report on any technical factors involved in water quality control provided the burden including costs of such reports bears a reasonable relationship to the need for the report and the benefits to be obtained therefrom. The burden of reporting private spills under section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) is minimal and is outweighed by the benefit of providing Regional Water Boards an opportunity to respond to these spills

when an Enrollee, which in many cases has a contractual relationship with the owner of the private system, has knowledge of the spills.

3.1.4. Water Board Authority to Prescribe General Waste Discharge Requirements

Water Code section 13263(i) provides that the State Water Board may prescribe general waste discharge requirements for a category of discharges if the State Water Board finds or determines that:

- The discharges are produced by the same or similar operations;
- The discharges involve the same or similar types of waste;
- The discharges require the same or similar treatment standards; and
- The discharges are more appropriately regulated under general waste discharge requirements than individual waste discharge requirements.

Since 2006, the State Water Board has been regulating over 1,100 publicly owned sanitary sewer systems (See section 3.1.5 (Previous Statewide General Waste Discharge Requirements) of this General Order). California also has a large unknown number of unregulated privately owned sanitary sewer systems. All waste conveyed in publicly owned and privately owned sanitary sewer systems (as defined in this General Order) is comprised of untreated or partially treated domestic waste and/or industrial waste. Generally, sanitary sewer systems are designed and operated to convey waste by gravity or under pressure; system-specific design elements and system-specific operations do not change the common nature of the waste, the common threat to public health, or the common impacts on water quality. Spills of waste from a sanitary sewer system prior to reaching the ultimate downstream treatment facility are unauthorized and enforceable by the State Water Board and/or a Regional Water Board. Therefore, spills from sanitary sewer systems are more appropriately regulated under general waste discharge requirements.

As specified in Water Code sections 13263(a) and 13241, the implementation of requirements set forth in this Order is for the reasonable protection of past, present, and probable future beneficial uses of water and the prevention of nuisance. The requirements implement the water quality control plans (Basin Plans) for each Regional Water Board and take into account the environmental characteristics of sewer service areas and hydrographic units within the state. Additionally, the State Water Board has considered water quality conditions that could reasonably be achieved through the coordinated control of all factors that affect water quality, costs associated with compliance with these requirements, the need for developing housing within California, and the need to protect sources of drinking water and other water supplies.

3.1.5. Previous Statewide General Waste Discharge Requirements

On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ serving as Waste Discharge Requirements pursuant to Article 4, Chapter 4, Division 7 of the Water Code (commencing with section 13260) for inadvertent discharges to waters of the State. Order 2006-0003-DWQ prohibited discharges of untreated or partially treated sewage. Order 2006-0003-DWQ also required system-specific management, operation, and maintenance of publicly owned sewer systems greater than one mile in length.

To decrease the impacts on human health and the environment caused by sewage spills, the previous Order required enrollees to develop a rehabilitation and replacement plan that identifies system deficiencies and prioritizes short-term and long-term rehabilitation actions. The previous Order also required enrollees to:

1. Maintain information that can be used to establish and prioritize appropriate Sewer System Management Plan activities; and
2. Implement a proactive approach to reduce spills.

The previous Order required Sewer System Management Plan elements for "the proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management."

On July 30, 2013, the State Water Board amended General Order 2006-0003-DWQ with Order WQ 2013-0058-EXEC, Amending Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

Many enrollees of Order 2006-0003-DWQ have already implemented proactive measures to reduce sewage spills. Other enrollees, however, still need technical assistance and funding to improve sanitary sewer system operation and maintenance for the reduction of sewage spills.

3.1.6. Existing Memorandum of Agreement with California Water Environment Association

The California Water Environment Association is a nonprofit organization dedicated to providing water industry certifications, training, and networking opportunities. The Association's Technical Certification Program provides accredited sanitary sewer system operator certification for collection system operators and maintenance workers.

On February 10, 2016, the State Water Board entered into a collaborative agreement with the Association titled *Memorandum of Agreement Between the California State Water Resources Control Board and the California Water Environment Association - Training Regarding Requirements Set Forth in Statewide General Waste Discharge Requirements for Sanitary Sewer Systems*. The Memorandum sets forth collaborative training necessary for regulated sanitary sewer system personnel to operate and maintain a well operating system and ensure full compliance with statewide sewer system regulations.

On March 15, 2018, the State Water Board and the California Water Environment Association amended the existing Memorandum of Agreement to include collaborative outreach and expand training needs associated with further updates to Water Board regulations for sanitary sewer systems. The State Water Board encourages further Agreement updates as necessary to support improved sewer system operations and the professionalism of collection system operators.

3.2. General

3.2.1. Waters of the State

Waters of the State include any surface water or groundwater, including saline waters, within the boundaries of the state as defined in Water Code section 13050(e), and are inclusive of waters of the United States.

3.2.2. Sanitary Sewer System Spill Threats to Public Health and Beneficial Uses

Sewage contains high levels of suspended solids, pathogenic organisms, toxic pollutants, nutrients, oxygen-demanding organic compounds, oil and grease and other pollutants. Sewage spills may cause a public nuisance, particularly when sewage is discharged to areas with high public exposure such as streets and surface waters used for drinking, irrigation, fishing, recreation, or other public consumption or contact uses.

More specifically, sanitary sewer spills may:

- Adversely affect aquatic life and/or threaten water quality when reaching receiving waters;
- Inadvertently release trash, including plastics;
- Impair the recreational use and aesthetic enjoyment of surface waters by polluting surface water or groundwater;
- Threaten public health through direct public exposure to bacteria, viruses, intestinal parasites, and other microorganisms that can cause serious illness such as gastroenteritis, hepatitis, cryptosporidiosis, and giardiasis;
- Negatively impact ecological receptors and biota within surface waters; and
- Cause nuisance including odors, closure of beaches and recreational areas, and property damage.

Sanitary sewer system spills may pollute receiving waters and threaten beneficial uses of surface water and groundwater. Potentially threatened beneficial uses include, but are not limited to the following (with associated acronym representations as included in statewide water quality control plans and Regional Water Boards' Basin Plans):

- Municipal and Domestic Supply (MUN)
- Water Contact Recreation (REC-1) and Non-Contact Water Recreation (REC-2)
- Cold Freshwater Habitat (COLD)
- Warm Freshwater Habitat (WARM)
- Native American Culture (CUL)
- Wildlife Habitat (WILD)
- Rare, Threatened, or Endangered Species (RARE)
- Spawning, Reproduction, and/or Early Development (SPWN)
- Wetland Habitat (WET)
- Agricultural Supply (AGR)
- Estuarine Habitat (EST)

- Commercial and Sport Fishing (COMM)
- Subsistence Fishing (SUB)
- Tribal Tradition and Culture (CUL)
- Tribal Subsistence Fishing (T-SUB)
- Aquaculture (AQUA)
- Marine Habitat (MAR)
- Preservation of Biological Habitats of Special Significance (BIOL)
- Migration of Aquatic Organisms (MIGR)
- Shellfish Harvesting (SHELL)
- Industrial Process Supply (PROC)
- Industrial Service Supply (IND)
- Hydropower Generation (POW)
- Navigation (NAV)
- Flood Peak Attenuation/Flood Water Storage (FLD)
- Water Quality Enhancement (WQE)
- Fresh Water Replenishment (FRSH)
- Groundwater Recharge (GWR)
- Inland Saline Water Habitat (SAL)

3.2.3. Proactive Sanitary Sewer System Management to Eliminate Spill Causes

Finding 3 of the previous Order, 2006-0003-DWQ, states: “Sanitary sewer systems experience periodic failures resulting in discharges that may affect waters of the state. There are many factors (including factors related to geology, design, construction methods and materials, age of the system, population growth, and system operation and maintenance), which affect the likelihood of an SSO [sanitary sewer overflow]. A proactive approach that requires Enrollees to ensure a system-wide operation, maintenance, and management plan is in place will reduce the number and frequency of SSOs within the state. This approach will in turn decrease the risk to human health and the environment caused by SSOs.”

Many spills are preventable through proactive attention on sanitary sewer system management using the best practices and technologies available to address major causes of spills, including but not limited to:

- Blockages from sources including but not limited to:
  - Fats, oils and grease;
  - Tree roots;
  - Rags, wipes and other paper, cloth and plastic products; and
  - Sediment and debris.
- Sewer system damage and exceedance of sewer system hydraulic capacity from identified system-specific environmental, and climate-change impacts, including but not limited to:

- Sea level rise impacts including flooding, coastal erosion, seawater intrusion, tidal inundation and submerged lands;
- Increased surface water flows due to higher intensity rain events;
- Flooding;
- Wildfires and wildfire induced impacts;
- Earthquake induced damage;
- Landslides; and
- Subsidence.

- Infrastructure deficiencies and failures, including but not limited to:
  - Pump station mechanical failures;
  - System age;
  - Construction material failures;
  - Manhole cover failures;
  - Structural failures; and
  - Lack of proper operation and maintenance.
- Insufficient system capacity (temporary or sustained), due to factors including but not limited to:
  - Excessive and/or increased storm or groundwater inflow/infiltration;
  - Insufficient capacity due to population increase and/or new connections from industrial, commercial and other system users; and
  - Stormwater capture projects utilizing a sanitary sewer system to convey stormwater to treatment facilities for reuse.
- Community impacts, including but not limited to:
  - Power outages;
  - Vandalism; and
  - Contractor-caused or other third party-caused damages.

3.2.4. Underground Sanitary Sewer System Leakage

Portions of some sanitary sewer systems may leak, causing underground exfiltration (exiting) of sewage from the system. Exfiltrated sewage that remains in the underground infrastructure trench and/or the soil matrix, and that does not discharge into waters of the State (surface water or groundwater) may not threaten beneficial uses.

Underground exfiltrated sewage may threaten beneficial uses if discharged to waters of the State. Exfiltrated sewage that discharges to groundwater may impact beneficial uses of groundwater and pollute groundwater supply. Additionally, if in close proximity, exfiltrated sewage may enter into a compromised underground drainage conveyance system that discharges into a water of the United States, or into groundwater that is hydrologically connected to (feeds into) a water of the United States, thus potentially causing: (1) a Clean Water Act violation, (2) threat and impact to beneficial uses, and/or (3) surface water pollution.

3.2.5. Proactive Sanitary Sewer System Management to Reduce Inflow and Infiltration

Excessive inflow (stormwater entering) and infiltration (groundwater seepage entering) to sanitary sewer systems is preventable through proactive sewer system management using the best practices and technologies available. The efficiency of the downstream wastewater treatment processes is dependent on the performance of the sanitary sewer system. When the structural integrity of a sanitary sewer system deteriorates, high volumes of inflow and infiltration can enter the sewer system. High levels of inflow and infiltration increase the hydraulic load on the downstream treatment plant, which can reduce treatment efficiency, lead to bypassing a portion of the treatment process, cause illegal discharge of partially treated effluent, or in extreme situations make biological treatment facilities inoperable (e.g., wash out the biological organisms that treat the waste).

3.3. Water Quality Control Plans, Policies and Resolutions

The nine Regional Water Boards have adopted region-specific water quality control plans (commonly referred to as Basin Plans) that designate beneficial uses, establish water quality objectives, and contain implementation programs and policies to achieve those objectives. The State Water Board has adopted statewide water quality control plans, policies and resolutions establishing statewide water quality objectives, implementation programs and initiatives.

3.3.1. State Water Board Antidegradation Policy

On October 28, 1968, the State Water Board adopted Resolution 68-16, titled Statement of Policy with Respect to Maintaining High Quality of Waters in California, which incorporates the federal antidegradation policy. Resolution 68-16 requires that existing water quality be maintained unless degradation is justified based on specific findings.

The continued prohibition of sewage discharges from sanitary sewer systems into waters of the State aligns with Resolution 68-16. A sewage discharge from sanitary sewers to waters of the State is prohibited by this Order. Therefore, this Order does not allow degradation of waters of the State. In addition, this Order: (1) further expands the existing prohibition of sewage discharges to include waters of the State, in addition to waters of the United States as provided in previous Order 2006-0003-DWQ, and (2) enhances the ability for Water Board enforcement of violations of the established prohibitions.

3.3.2. State Water Board Sources of Drinking Water Policy

On May 19,1988, the State Water Board adopted Resolution 88-63 (amended on February 1, 2006), titled Sources of Drinking Water, establishing state policy that all waters of the State, with certain exceptions, are suitable or potentially suitable for municipal or domestic supply.

3.3.3. State Water Board Cost of Compliance Resolution

On September 24, 2013, the State Water Board adopted Resolution 2013-0029, titled Directing Actions in Response to Efforts by Stakeholders on Reducing Costs of

Compliance While Maintaining Water Quality Protection. Through this resolution, the State Water Board committed to continued stakeholder engagement in identifying and implementing measures to reduce costs of compliance with regulatory orders while maintaining water quality protection and improving regulatory program outcomes.

3.3.4. State Water Board Human Right to Water Resolution

On February 16, 2016, the State Water Board adopted Resolution 2016-0010, titled Adopting the Human Right to Water as a Core Value and Directing its Implementation in Water Board Programs and Activities, addressing the human right to water as a core value and directing Water Board programs to implement requirements to support safe drinking water for all Californians.

On November 16, 2021, the State Water Board adopted Resolution 2021-0050 titled Condemning Racism, Xenophobia, Bigotry, and Racial Injustice, and Strengthening Commitment to Racial Equity, Diversity, Inclusion, Access, and Anti-racism. Among other actions, through Resolution 2021-0050, the State Water Board, in summary as corresponding to this General Order, reaffirms its commitment to its Human Right to Water resolution, upholding that every human being in California deserves safe, clean, affordable, and accessible water for human consumption, cooking, and sanitation purposes. Resolution 2021-0050 provides the State Water Board commitment to:

- Protect public health and beneficial uses of waterbodies in all communities, including communities disproportionately burdened by wastes discharge of waste to land and surface water;
- Restore impaired surface waterbodies and degraded aquifers; and
- Promote multi-benefit water quality projects.

Through Resolution 2021-0050, the State Water Board also commits to expanding implementation of its Climate Change Resolution to address the disproportionate effects of extreme hydrologic conditions and sea-level rise on Black, Indigenous, and people of color communities, prioritizing:

- The right to safe, clean, affordable, and accessible drinking water and sanitation;
- Sustainable management and protection of local groundwater resources;
- Healthy watersheds; and
- Access to surface waterbodies that support subsistence fishing.

On June 7, 2022, the State Water Board adopted a Resolution, titled Authorizing the Executive Director or Designee to Enter into One or More Multi-Year Contracts Up to a Combined Sum of $4,000,000 for a Statewide Wastewater Needs Assessment, supporting the equitable access to sanitation for all Californians and implementation of Resolutions 2016-0010 and 2021-0050.

This General Order supports the State Water Board priority in collecting a comprehensive set of data for California's wastewater systems, including sanitary sewer systems. Data reported per the requirements of this Order will be used with data from other Water Boards' programs, to further develop criteria and create a statewide risk

framework to prioritize critical funding and infrastructure investments for California's most vulnerable populations, including disadvantaged or severely disadvantaged communities with inadequate or failing sanitation systems and threatened access to healthy drinking water supplies.

3.3.5. State Water Board Open Data Resolution

On July 10, 2018, the State Water Board adopted Resolution 2018-0032, titled Adopting Principles of Open Data as a Core Value and Directing Programs and Activities to Implement Strategic Actions to Improve Data Accessibility and Associated Innovation, directing regulatory programs to assure all monitoring and reporting requirements support the State Water Boards' Open Data Initiative.

3.3.6. State Water Board Response to Climate Change

On March 7, 2017, the State Water Board adopted Resolution 2017-0012, titled Comprehensive Response to Climate Change, requiring a proactive response to climate change in all California Water Board actions, with the intent to embed climate change consideration into all programs and activities.

3.4. California Environmental Quality Act

The adoption of this Order is an action to reissue general waste discharge requirements that is exempt from the California Environmental Quality Act (Public Resources Code section 21000 et seq.) because it is an action taken by a regulatory agency to assure the protection of the environment and the regulatory process involves procedures for protection of the environment (Cal. Code Regs., Title 14, section 15308). In addition, the action to adopt this Order is exempt from CEQA pursuant to Cal. Code Regs., Title 14, section 15301, to the extent that it applies to existing sanitary sewer collection systems that constitute "existing facilities" as that term is used in sections 15301 and 15302, to the extent that it results in the repair or replacement of existing systems involving negligible or no expansion of capacity.

3.5. State Water Board Funding Assistance for Compliance with Water Board Water Quality Orders

The State Water Board, Division of Financial Assistance administers the implementation of the State Water Board financial assistance programs, per Board-adopted funding policies. Among other funding areas, the Division administers loan and grant funding for the planning and construction of wastewater and water recycling facilities per funding program-specific policies and guidelines. Applicants may apply for Clean Water State Revolving Fund low-interest loan, Small Community Wastewater grant funding assistance, and other funding available at the time of application, for some of the costs associated with complying with this General Order.

Funding applicants may obtain further information regarding current funding opportunities, and Division of Financial Assistance staff contact information at the following website: Financial Assistance Funding - Grants and Loans | California State Water Resources Control Board.
(https://www.waterboards.ca.gov/water_issues/programs/grants_loans/)

Section 13477.6 of the Water Code authorizes the Small Community Grant Fund. The Small Community Grant Fund allows the State Water Board to provide grant funding assistance to small, disadvantaged communities and small severely disadvantaged communities that may not otherwise be able to afford a loan or similar financing for projects to comply with requirements of this General Order. The State Water Board also considers loan forgiveness on a disadvantaged community-specific basis.

For disadvantaged communities' wastewater needs, the State Water Board places priority on the funding of projects that address:

- Public health;
- Violations of waste discharge requirements and National Pollutant Discharge Elimination System (NPDES) permits;
- Providing sewer system service to existing septic tank owners; and
- High priority public health and water quality concerns identified by a Regional Water Board.

3.6. Notification to Interested Parties

On January 31, 2022, the State Water Board notified interested parties and persons of its intent to reissue Sanitary Sewer Systems General Order 2006-0003-DWQ by issuing a draft General Order for a 60-day public comment period. State Water Board staff conducted extensive stakeholder outreach and encouraged public participation in the adoption process for this General Order. On March 15, 2022, the State Water Board held a public meeting to hear and consider oral public comments. The State Water Board considered all public comments prior to adopting this General Order.

THEREFORE, IT IS HEREBY ORDERED, that pursuant to Water Code sections 13263, 13267, and 13383 this General Order supersedes Order 2006-0003-DWQ, Order WQ 2013-0058-EXEC, and any amendments made to these Orders thereafter, except for enforcement purposes and to meet the provisions contained in Division 7 of the Water Code (commencing with section 13000) and regulations adopted thereunder, and the provisions of the Clean Water Act and regulations and guidelines adopted thereunder, the Enrollee shall comply with the requirements in this Order.

4. PROHIBITIONS

4.1 Discharge of Sewage from a Sanitary Sewer System

Any discharge from a sanitary sewer system that has the potential to discharge to surface waters of the State is prohibited unless it is promptly cleaned up and reported as required in this General Order.

4.2. Discharge of Sewage to Waters of the State

Any discharge from a sanitary sewer system, discharged directly or indirectly through a drainage conveyance system or other route, to waters of the State is prohibited.

4.3. Discharge of Sewage Creating a Nuisance

Any discharge from a sanitary sewer system that creates a nuisance or condition of pollution as defined in Water Code section 13050(m) is prohibited.

5. SPECIFICATIONS

5.1. Designation of a Legally Responsible Official

The Enrollee shall designate a Legally Responsible Official that has authority to ensure the enrolled sanitary sewer system(s) complies with this Order, and is authorized to serve as a duly authorized representative. The Legally Responsible Official must have responsibility over management of the Enrollee's entire sanitary sewer system, and must be authorized to make managerial decisions that govern the operation of the sanitary sewer system, including having the explicit or implicit duty of making major capital improvement recommendations to ensure long-term environmental compliance. The Legally Responsible Official must have or have direct authority over individuals that:

- Possess a recognized degree or certificate related to operations and maintenance of sanitary sewer systems, and/or
- Have professional training and experience related to the management of sanitary sewer systems, demonstrated through extensive knowledge, training and experience.

For example, a sewer system superintendent or manager, an operations manager, a public utilities manager or director, or a district engineer may be designated as a Legally Responsible Official.

The Legally Responsible Official shall complete the electronic CIWQS "User Registration" form (https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp). A Legally Responsible Official that represents multiple enrolled systems shall complete the electronic CIWQS "User Registration" form for each system.

The Enrollee shall submit any change to its Legally Responsible Official, and/or change in contact information, to the State Water Board within 30 calendar days of the change by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.2. Sewer System Management Plan Development and Implementation

To facilitate adequate local funding and management of its sanitary sewer system(s), the Enrollee shall develop and implement an updated Sewer System Management Plan. The scale and complexity of the Sewer System Management Plan, and specific elements of the Plan, must match the size, scale and complexity of the Enrollee's sanitary sewer system(s). The Sewer System Management Plan must address, at minimum, the required Plan elements in Attachment D (Sewer System Management Plan – Required Elements) of this General Order. To be effective, the Sewer System Management Plan must include procedures for the management, operation, and maintenance of the sanitary sewer system(s). The procedures must: (1) incorporate the

prioritization of system repairs and maintenance to proactively prevent spills, and (2) address the implementation of current standard industry practices through available equipment, technologies, and strategies.

For an existing Enrollee under Order 2006-0003-DWQ that has certified its Continuation of Existing Regulatory Coverage, per section 2.1 (Requirements for Continuation of Existing Regulatory Coverage) of this General Order:

Within six (6) months of the Adoption Date of this General Order:

- The Legally Responsible Official shall upload the Enrollee's existing Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

For a new Enrollee:

Within twelve (12) months of the Application for Enrollment approval date:

- The governing entity of the new Enrollee shall approve its Sewer System Management Plan; and
- The Legally Responsible Official shall certify and upload its Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

5.3. Certification of Sewer System Management Plan and Plan Updates

The Legally Responsible Official shall certify and upload its Sewer System Management Plan and all subsequent updates to the online CIWQS Sanitary Sewer System Database.

5.4. Sewer System Management Plan Audits

The Enrollee shall conduct an internal audit of its Sewer System Management Plan, and implementation of its Plan, at a minimum frequency of once every three years. The audit must be conducted for the period after the end of the Enrollee's last required audit period. **Within six months after the end of the required 3-year audit period**, the Legally Responsible Official shall submit an audit report into the online CIWQS Sanitary Sewer System Database per the requirements in section 3.10 (Sewer System Management Plan Audit Reporting Requirements) of Attachment E1 of this General Order.

Audit reports submitted to the CIWQS Sanitary Sewer System Database will be viewable only to Water Boards staff.

The internal audit shall be appropriately scaled to the size of the system(s) and the number of spills. The Enrollee's sewer system operators must be involved in completing the audit. At minimum, the audit must:

- Evaluate the implementation and effectiveness of the Enrollee's Sewer System Management Plan in preventing spills;
- Evaluate the Enrollee's compliance with this General Order;
- Identify Sewer System Management Plan deficiencies in addressing ongoing spills and discharges to waters of the State; and

- Identify necessary modifications to the Sewer System Management Plan to correct deficiencies.

The Enrollee shall submit a complete audit report that includes:

- Audit findings and recommended corrective actions;
- A statement that sewer system operators' input on the audit findings has been considered; and
- A proposed schedule for the Enrollee to address the identified deficiencies.

A new Enrollee of this General Order (that did not have a sanitary sewer system enrolled in the previous State Water Board Order 2006-0003-DWQ) shall conduct its first internal Sewer System Management Plan audit for the time period between the date of submittal of its certified Sewer System Management Plan and the third subsequent December 31st date. The audit report must be submitted into the online CIWQS Sanitary Sewer System Database **by July 1 of the following calendar year**.

See the following tables for clarification:

Initial Audit Period and Audit Due Date for New Enrollees

	Audit Period	Audit Due Date
New Enrollee	Certified Sewer System Management Plan Submittal Date through the third subsequent December 31st date	July 1st date after audit period
Example	*Certified Sewer System Management Plan Submittal Date of August 2, 2025* *Audit Period of August 2, 2025 through December 31, 2027*	*July 1, 2028*

Initial Audit Period for Transition from 2-Year Audit Required in Previous Order 2006-0003-DWQ to 3-Year Audit Required in this General Order

	Audit Period	Audit Due Date
An Enrollee previously regulated by Order 2006-003-DWQ	A 3-year period starting from the end of last required 2-year Audit Period	Within six months after end of 3-year Audit Period
Example	*Last required Audit Period start date of August 2, 2021;* *Audit Period of August 2, 2021 through August 1, 2024*	*February 1, 2025*

Three-Year Ongoing Audit Period

	Audit Period	Audit Due Date
Each Enrollee	A 3-year period starting from the end of last required Audit Period	Within six months after end of 3-year Audit Period

5.5. Six-Year Sewer System Management Plan Update

At a minimum, the Enrollee shall update its Sewer System Management Plan every six (6) years after the date of its last Plan Update due date. (For an Enrollee previously regulated by Order 2006-0003-DWQ, the six-year period shall commence on the due date identified in section 3.11 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this Order. The Updated Sewer System Management Plan must include:

- Elements required in Attachment D (Sewer System Management Plan – Required Elements) of this Order;
- Summary of revisions included in the Plan update based on internal audit findings; and
- Other sewer system management-related changes.

The Enrollee's governing entity shall approve the updated Plan. The Legally Responsible Official shall upload and certify the approved updated Plan in the online CIWQS Sanitary Sewer System Database in accordance with section 3.11 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order. During the time period in between Plan updates, the Enrollee shall continuously document changes to its Sewer System Management Plan in a change log attached to the Plan.

5.6. System Resilience

The Enrollee shall include and implement system-specific procedures in its Sewer System Management Plan to proactively prioritize: (1) operation and maintenance, (2) condition assessments, and (3) repair and rehabilitation, to address ongoing system resilience, as specified in Attachment D (Sewer System Management Plan – Required Elements) of this General Order.

5.7. Allocation of Resources

The Enrollee shall:

- Establish and maintain a means to manage all necessary revenues and expenditures related to the sanitary sewer system; and
- Allocate the necessary resources to its sewer system management program for:
  - Compliance with this General Order,
  - Full implementation of its updated Sewer System Management Plan,
  - System operation, maintenance, and repair, and
  - Spill responses.

5.8. Designation of Data Submitters

The Legally Responsible Official may designate one or more individuals as a Data Submitter for reporting of spill data. The Legally Responsible Official shall authorize the designation of Data Submitter(s) through the online CIWQS database (https://ciwqs.waterboards.ca.gov) prior to the individuals establishing a CIWQS user account (https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp) and entering spill data into the online CIWQS Sanitary Sewer System Database.

The Legally Responsible Official shall submit any change to its Data Submitter(s), and/or change in Data Submitter contact information, to the State Water Board within 30 calendar days of the change, by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.9. Reporting Certification

The Legally Responsible Official shall electronically certify, on the Enrollee's behalf, all applications, reports, the Sewer System Management Plan(s) and corresponding updates, and other information submitted electronically into the online CIWQS Sanitary Sewer System Database, as follows:

"I certify under penalty of perjury under the laws of the State of California that the electronically submitted information was prepared under my direction or supervision. Based on my inquiry of the person(s) directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete, and complies with the Statewide Sanitary Sewer Systems General Order. I am aware that there are significant penalties for submitting false information."

Hardcopy submittals to the State Water Board must be accompanied by the above certification statement.

5.10. System Capacity

The Enrollee shall maintain the system capacity necessary to convey: (1) base flows during dry weather conditions, and (2) wet weather peak flows consistent with designated local historic storms. Design storms must take into account system-specific stormwater contributions via inflow and infiltration, and location-specific depth of groundwater and storm frequencies. The Enrollee shall implement capital improvements to provide adequate hydraulic capacity to:

- Meet or exceed the design criteria as defined in the Enrollee's System Evaluation and Capacity Assurance element of its Sewer System Management Plan; and
- Prevent system capacity-related spills, and adverse impacts to the treatment efficiency of downstream wastewater treatment facilities.

5.11. System Performance Analysis

The Enrollee shall include a running 10-year system performance analysis in its Annual Report. The analysis must include two CIWQS-generated graphs presenting the following information:

Graph 1 – Total Spill Volume per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total spill volume, per Spill Category, for each calendar year.

Graph 2 – Total Number of Spills per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total number of spills, per Spill Category, for each calendar year.

The current calendar year is the calendar year covered in the Annual Report.

The Enrollee shall generate the graphs in CIWQS, using the existing data in the online CIWQS Sanitary Sewer System Database at the following graph generation link: (https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso_operation_report).

5.12. Spill Emergency Response Plan and Remedial Actions

For Existing Enrollees (with regulatory coverage under Order 2006-0003-DWQ):

Within six (6) months of the Adoption Date of this General Order, the Enrollee shall update and implement its Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

For New Enrollees:

Within six (6) months of the Application for Enrollment approval date, the Enrollee shall develop and implement a Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

The Enrollee shall certify, in its Annual Report, that its Spill Emergency Response Plan is up to date.

The Spill Emergency Response Plan shall include measures to protect public health and the environment. The Enrollee shall respond to spills from its system(s) in a timely manner that minimizes water quality impacts and nuisance by:

- Immediately stopping the spill and preventing/minimizing a discharge to waters of the State;
- Intercepting sewage flows to prevent/minimize spill volume discharged into waters of the State;
- Thoroughly recovering, cleaning up and disposing of sewage and wash down water; and
- Cleaning publicly accessible areas while preventing toxic discharges to waters of the State.

5.13. Notification, Monitoring, Reporting and Recordkeeping Requirements

The Enrollee shall comply with notification, monitoring, reporting, and recordkeeping requirements in Attachment E1 of this General Order.

5.13.1. Spill Categories

Individual spill notification, monitoring and reporting must be in accordance with the following spill categories:

- **Category 1 Spill**

  A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:

  - A surface water, including a surface water body that contains no flow or volume of water; or
  - A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.

    Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

- **Category 2 Spill**

  A Category 2 spill is a spill of 1,000 gallons or greater, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

  A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system, is a Category 2 spill.

- **Category 3 Spill**

  A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

  A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.

- **Category 4 Spill**

  A Category 4 spill is a spill of less than 50 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

  A spill of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

5.13.2. Annual Report

The Enrollee shall submit an Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

For new Enrollees: Within 30 days of obtaining a CIWQS account, a new Enrollee shall submit its initial Annual Report, as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

5.14. Electronic Sanitary Sewer System Service Area Boundary Map

For continuing enrollees, starting on July 1, 2025, and no later than December 31, 2025:

For new enrollees – no earlier than July 1, 2025, or within 12 months of the Application for Enrollment approval date, whichever date is later:

The Legally Responsible Official shall submit, to the State Water Board, geospatial data detailing the locations of the Enrollee's sanitary sewer system service area boundary, per the required content and specifications in section 3.8 (Electronic Sanitary Sewer System Service Area Boundary Map) of Attachment E1 of this General Order, for each system identified by a WDID number.

An Enrollee of a disadvantaged community that may need assistance developing an electronic map to comply with this requirement, may contact State Water Board staff for assistance at SanitarySewer@waterboards.ca.gov.

5.15. Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems

Within 24 hours of becoming aware of a spill (as described below) from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to report the following observations to the online CIWQS Sanitary Sewer System Database at the following link: https://ciwqs.waterboards.ca.gov:

- A spill equal or greater than 1,000 gallons that discharges (or has a potential to discharge) to a water of the State, or a drainage conveyance system that discharges to waters of the State; **or**
- Any volume of sewage that discharges (or has a potential to discharge) to surface waters.

In the CIWQS module, the Enrollee is encouraged to identify:

- Time of observation;
- Description of general spill location (for example, street name and cross street names);
- Estimated volume of spill;
- If known, general description of spill destination (for example, flowing into drainage channel, flowing directly into a creek, etc.); and
- If known, name of private system owner/operator.

The CIWQS database will make the name and contact information of the entity voluntarily reporting a private spill, accessible to State and Regional Water Board staff only. The CIWQS database will only make information regarding the actual spill, accessible to the public.

5.16. Voluntary Notification of Spills from Privately-Owned Laterals and/or Systems to the California Office of Emergency Services

Upon observing or acquiring knowledge of any of the following from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to notify the California Office of Emergency Services (as provided by Health and Safety Code section 5410 et. seq. and Water Code section 13271), or inform the responsible party that State law requires such notification to the Office of Emergency Services by any person that causes or allows a sewage discharge to waters of the State:

- A spill equal to 1,000 gallons or more that discharges (or has a potential to discharge) to waters of the State, or a drainage conveyance system that discharges to waters of the State; or
- A spill of any volume to surface waters.

5.17. Unintended Failure to Report

If an Enrollee becomes aware that they unintentionally failed to submit relevant facts in any report required in this General Order, the Enrollee shall promptly notify Regional Water Board and State Water Board staff. Regional Water Board contact information is included in Attachment F of this Order. State Water Board staff shall be contacted by email at SanitarySewer@waterboards.ca.gov for assistance in formally amending the corresponding report(s) in the online CIWQS Sanitary Sewer System Database.

5.18. Duty to Report to Water Boards

In accordance with Water Code section 13267 and/or section 13383, upon request by the State Water Board Executive Director (or designee) or a Regional Water Board Executive Officer (or designee), the Enrollee shall provide the requested information which the State or Regional Water Board deems necessary to determine compliance with this General Order.

5.19. Operation and Maintenance

To prevent discharges to the environment, the Enrollee shall maintain in good working order, and operate as designed, any facility or treatment and control system designed to contain sewage and convey it to a treatment plant.

6. PROVISIONS

6.1. Enforcement Provisions

The following enforcement provisions are based on existing federal and state regulations, laws and policies, including the federal Clean Water Act, the state Water Code and the State Water Board Enforcement Policy.

6.1.1. Enforceability of Clean Water Act and Water Code Violations

Noncompliance with requirements of this General Order or discharging sewage without enrolling in this General Order constitutes a violation of the Water Code and a potential

violation of the Clean Water Act and is grounds for an enforcement action by the State Water Board or the applicable Regional Water Board. Failure to comply with the notification, monitoring, inspection, entry, reporting, and recordkeeping requirements may subject the Enrollee to administrative civil liabilities of up to $10,000 a day per violation pursuant to Water Code section 13385; up to $1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. Discharging waste not in compliance with the requirements of this General Order or the Clean Water Act may subject the Enrollee to administrative civil liabilities up to $10,000 a day per violation and additional liability up to $10 per gallon of discharge not cleaned up after the first 1,000 gallons of discharge; up to $5,000 a day per violation pursuant to Water Code section 13350 or up to $20 per gallon of waste discharged; or referral to the Attorney General for judicial civil enforcement.

6.1.2. Monetary Penalties

The Water Code provides the State and Regional Water Boards the authority to pursue formal enforcement actions, including imposing administrative liability and civil monetary penalties, for non-compliance with the requirements of this General Order and violations of the Clean Water Act.

6.1.3. Falsifying or Failure to Report

The Water Code provides that any person failing or refusing to furnish technical or monitoring program reports, as required under this General Order, or falsifying any information provided in the technical or monitoring reports is subject to administrative liability and civil monetary penalties. Any person who knowingly fails or refuses to furnish technical or monitoring program reports or falsifies any information provided in reports required by this General Order is subject to criminal penalties.

6.1.4. Severability of General Order

The provisions of this General Order are severable; if any provision of this Order, or the application of any provision of this Order to any circumstance, is held invalid, the application of such provision to other circumstances and the remainder of this Order shall not be affected thereby.

6.1.5. Indirect Discharges

In the event that a spill enters into a drainage conveyance system, the Enrollee shall take all feasible steps to prevent discharge of sewage into waters of the State by blocking or redirecting the flow in the drainage conveyance system, removing the sewage from the drainage conveyance system, and cleaning the system in a manner that does not inadvertently impact beneficial uses of the receiving water body.

6.1.6. Water Boards' Considerations for Discretionary Enforcement

Consistent with the State Water Board Enforcement Policy, when considering Water Code section 13327 factors, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to contain, control, clean up, and mitigate spills. In assessing the factors, the State Water Board or the applicable Regional Water Board will consider:

- The Enrollee's compliance with this General Order with a focus on compliance with reporting requirements;
- The Enrollee's provision of adequate funding to implement the requirements of this General Order;
- The Enrollee's compliance with providing a complete and updated Sewer System Management Plan;
- The Enrollee's compliance with implementing its Sewer System Management Plan;
- The overall effectiveness of the Enrollee's Sewer System Management Plan with respect to:
    - System management, operation, and maintenance,
    - Adequate treatment facilities, sanitary sewer system facilities, and/or components with an appropriate design capacity, to reasonably prevent spills (e.g. adequately enlarging treatment or collection facilities to accommodate growth, infiltration and inflow, etc.),
    - Preventive maintenance (including cleaning, root grinding, and fats, oils, and grease control) and source control measures,
    - Implementation of backup equipment,
    - Inflow and infiltration prevention and control,
    - Appropriate sanitary sewer system capacity to prevent spills, and
    - The Enrollee's responsiveness to stop and mitigate the impact of the discharge;
- The Enrollee's compliance with identifying the cause of the spill;
- The Enrollee's use of available information and observations to accurately estimate the spill volume and identify the affected or potentially affected receiving waters;
- The Enrollee's thoroughness of cleaning up sewage in drainage conveyance systems after the spill(s);
- The Enrollee's use of water quality and biological monitoring and assessment to determine the short-term and long-term impacts to beneficial uses and the environment;
- The Enrollee's follow up actions to improve system performance;
- The Enrollee's implementation of feasible alternatives to prevent spills, such as:
    - Use of temporary storage or waste retention,
    - Reduction of system inflow and infiltration,
    - Collection and hauling of waste to a treatment facility,
    - Prevention of and/ or containment of spills due to a design storm event identified in the Enrollee's Sewer System Management Plan,

- Implementation of available equipment, technologies, strategies, and recommended industry practices for maintaining and managing sewer systems to prevent spills, and contain and eliminate discharges to waters of the State; and

- The spill duration and factors beyond the reasonable control of the Enrollee causing the event.

6.1.7. Enforcement Discretion Based on Reporting Compliance

Consistent with the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to comply with spill reporting requirements when determining compliance with Water Code section 13267 and section 13383. When assessing Water Code section 13227 factors, the State Water Board or the applicable Regional Water Board will consider:

- The Enrollee's diligence to comply with all reporting requirements in this General Order;
- The use of best available information for the Enrollee's reporting of spill start date and start time in which the release of sewage from the sanitary sewer system initiated;
- The Enrollee's reporting of spill end date, and end time to be the date and time in which the release of sewage from the sanitary sewer system was stopped;
- The Enrollee's diligence to accurately estimate and report spill volumes;
- The Enrollee's subsequent verification and/or updates to initial Draft Spill Reports in accordance with this General Order; and
- The Enrollee's timely certification of required spill reports.

Consistent with Water Code section 13267 and section 13383, the State Water Board or a Regional Water Board may require an Enrollee to report the results of a condition assessment of a specified portion of the Enrollee's sanitary sewer system.

6.2. Other Regional Water Board Orders

It is the intent of the State Water Board that sanitary sewer systems be regulated in a manner consistent with federal and state regulations. This Order will not be interpreted or applied:

- In a manner inconsistent with the federal Clean Water Act;
- To authorize a spill or discharge that is illegal under either the Clean Water Act, the Water Code, and/or an applicable Basin Plan prohibition or water quality standard;
- To prohibit a Regional Water Board from issuing an individual National Pollutant Discharge Elimination System (NPDES) permit or individual waste discharge requirements superseding an Enrollee's regulatory coverage under this General Order for a sanitary sewer system authorized under the Clean Water Act or Water Code;

- To supersede any more specific or more stringent waste discharge requirements or enforcement orders issued by a Regional Water Board; or
- To supersede any more specific or more stringent state or federal requirements in existing regulation, an administrative/judicial order, or Consent Decree.

6.3. Sewer System Management Plan Availability

The Enrollee's updated Sewer System Management Plan must be maintained for public inspection at the Enrollee's offices and facilities and must be available to the public through CIWQS and/or on the Enrollee's website, in accordance with section 3.8 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

6.4. Entry and Inspection

6.4.1. Entry and Availability of Information

The Enrollee shall allow State and Regional Water Board staff, upon presentation of credentials and other documents as may be required by law, to:

- Enter upon the Enrollee's premises where a regulated facility or activity is located or conducted, or where records are kept under the requirements of this General Order;
- Have access to and reproduce any records required to be maintained by this General Order;
- Inspect any facility and/or equipment (including monitoring and control equipment), practices, or operations required in this General Order; and
- Sample or monitor substances or parameters for assuring compliance with this General Order, or as otherwise authorized by the Water Code.

6.4.2. Pre-Inspection Questionnaire

The Enrollee shall provide pre-inspection information to State and Regional Water Board staff through the completion of a Pre-Inspection Questionnaire provided by Water Board staff.

ATTACHMENT A - DEFINITIONS

Annual Report

An Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) is a mandatory report in which the Enrollee provides a calendar-year update of its efforts to prevent spills.

Basin Plan

A Basin Plan is a water quality control plan specific to a Regional Water Quality Control Board (Regional Water Board), that serves as regulations to: (1) define and designate beneficial uses of surface and groundwaters, (2) establish water quality objectives for protection of beneficial uses, and (3) provide implementation measures.

Beneficial Uses

The term “Beneficial Uses” is a Water Code term, defined as the uses of the waters of the State that may be protected against water quality degradation. Examples of beneficial uses include but are not limited to, municipal, domestic, agricultural and industrial supply; power generation; recreation; aesthetic enjoyment; navigation; and preservation and enhancement of fish, wildlife, and other aquatic resources or preserves.

California Integrated Water Quality System (CIWQS)

CIWQS is the statewide database that provides for mandatory electronic reporting as required in State and Regional Water Board-issued waste discharge requirements.

Data Submitter

A Data Submitter is an individual designated and authorized by the Enrollee’s Legally Responsible Official to enter spill data into the online CIWQS Sanitary Sewer System Database. A Data Submitter does not have the authority of a Legally Responsible Official to certify reporting entered into the online CIWQS Sanitary Sewer System Database.

Disadvantaged Community

A disadvantaged community is a community with a median household income of less than eighty percent (80%) of the statewide annual median household income.

For the purpose of this General Order, there is no differentiation between a small and large disadvantaged community.

Drainage Conveyance System

A drainage conveyance system is a publicly- or privately-owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows.

Enrollee

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
  - greater than one (1) mile in length (each individual sanitary sewer system);
  - one mile or less in length where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order, or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

Environmentally Sensitive Area

An environmentally sensitive area is a designated agricultural and/or wildlife area identified to need special natural landscape protection due to its wildlife or historical value.

Exfiltration

Exfiltration is the underground exiting of sewage from a sanitary sewer system through cracks, offset or separated joints, or failed infrastructure due to corrosion or other factors.

Flood Control Channel

A flood control channel is a channel used to convey stormwater and non-stormwater flows through and from areas for flood management purposes.

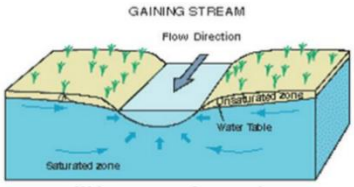
Governing Entity

A governing entity includes but is not limited to the following:

- A publicly elected governing board, council, or commission of a municipal agency;
- A Department or Division director of a federal or state agency that is not governed by a board;
- A governing board or commission of an organization or association; and
- A private system owner/manager that is not governed by a board.

Hydrologically Connected

Two waterbodies are hydrologically connected when one waterbody flows, or has the potential to flow, into the other waterbody. For the purpose of this General Order, groundwater is hydrologically connected to a surface water when the groundwater feeds into the surface water. (The surface waterbody in this example is termed a gaining stream as it gains flow from surrounding groundwater.)



Lateral (including Lower and Upper Lateral)

A lateral is an underground segment of smaller diameter pipe that transports sewage from a customer's building or property (residential, commercial, or industrial) to the Enrollee's main sewer line in a street or easement. Upper and lower lateral boundary definitions are subject to local jurisdictional codes and ordinances, or private system ownership.

A lower lateral is the portion of the lateral located between the sanitary sewer system main, and either the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations.

An upper lateral is the portion of the lateral from the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations, to the building or property.

Legally Responsible Official

A Legally Responsible Official is an official representative, designated by the Enrollee, with authority to sign and certify submitted information and documents required by this General Order.

Nuisance

For the purpose of this General Order, a nuisance, as defined in Water Code section 13050(m), is anything that meets all of the following requirements:

- Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property;
- Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal; and
- Occurs during, or as a result of, the treatment or disposal of wastes.

Private Sewer Lateral

A private sewer lateral is the privately-owned lateral that transports sewage from private property(ies) into a sanitary sewer system.

Private Sanitary Sewer System

A private sanitary sewer system is a sanitary sewer system of any size that is owned and/or operated by a private individual, company, corporation, or organization. A private sanitary sewer system may or may not connect into a publicly owned sanitary sewer system.

Potential to Discharge, Potential Discharge

Potential to Discharge, or Potential Discharge, means any exiting of sewage from a sanitary sewer system which can reasonably be expected to discharge into a water of the State based on the size of the sewage spill, proximity to a drainage conveyance system, and the nature of the surrounding environment.

Receiving Water

A receiving water is a water of the State that receives a discharge of waste.

Resilience

Resilience is the ability to recover from or adjust to adversity or change, and grow from disruptions. Resilience can be built through planning, preparing for, mitigating, and adapting to changing conditions.

Sanitary Sewer System

A sanitary sewer system is a system that is designed to convey sewage, including but not limited to, pipes, manholes, pump stations, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks, including:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

For purpose of this Order, sanitary sewer systems include only systems owned and/or operated by the Enrollee.

Satellite Sewer System

A satellite sewer system is a portion of a sanitary sewer system owned or operated by a different owner than the owner of the downstream wastewater treatment facility ultimately treating the sewage.

Sewer System Management Plan

A sewer system management plan is a living document an Enrollee develops and implements to effectively manage its sanitary sewer system(s) in accordance with this General Order.

Sewage

Sewage, and its associated wastewater, is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system.

Spill

A spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Exfiltration of sewage is not considered to be a spill under this General Order if the exfiltrated sewage remains in the subsurface and does not reach a surface water of the State.

Training

Training is in-house or external education and guidance needed that provides the knowledge, skills, and abilities to comply with this General Order.

Wash Down Water

Wash down water is water used to clean a spill area.

Waste

Waste, as defined in Water Code section 13050(d), includes sewage and any and all other waste substances, liquid, solid, gaseous, or radioactive, associated with human habitation, or of human or animal origin, or from any producing, manufacturing, or processing operation, including waste placed within containers of whatever nature prior to, and for purposes of, disposal.

Waste Discharge Identification Number (WDID)

A waste discharge identification number (WDID) identifies each individual sanitary sewer system enrolled under this General Order. A WDID number is assigned to each enrolled system upon an Enrollee's approved regulatory coverage.

Waters of the State

Waters of the State are surface waters or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the State include, but are not limited to, groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include waters of the United States.

Waters of the United States

Waters of the United States are surface waters or waterbodies that are subject to federal jurisdiction in accordance with the Clean Water Act.

Water Quality Objective

A water quality objective is the limit or maximum amount of pollutant, waste constituent or characteristic, or parameter level established in statewide water quality control plans and Regional Water Boards' Basin Plans, for the reasonable protection of beneficial uses of surface waters and groundwater and the prevention of nuisance.

ATTACHMENT B – APPLICATION FOR ENROLLMENT

1. Enrollment Status: (Mark only one item)

☐ New Enrollee

☐ New Enrollee with previous regulatory coverage under Order 2006-0003-DWQ
(that failed to certify continuation of coverage in CIWQS per Order 2022-XXXX-DWQ)
Existing WDID Number: _____

2. Applicant Information:

Legally Responsible Official Submitting Application

First and Last Name: _____

Title: _____

Phone: _____

Email: _____

System Owner/Operator Name: _____

Mailing Address:_____

City, State, Zip:_____

County:_____

Sanitary Sewer System Name: _____

Regional Water Quality Control Board(s): _____

Signature and Date: _____

3. Applicant Type (Check one):

☐ City ☐ County ☐ State ☐ Federal ☐ Special District

☐ Government Combination ☐ Private ☐ Other Non-governmental Entity

4. Wastewater Treatment Plant Receiving Sanitary Sewer System Waste:

Wastewater Treatment Plant Permittee:_____

WDID No.: _____

5. Billing Information

Billing Address: _____

City, State, Zip: _____

Billing Contact Person and Title: _____

Phone and Email Address: _____

6. Application Fee:

The application fee, as required by Water Code section 13260, is based on the daily population served by the sanitary sewer system. See updated Fee Schedule. (https://www.waterboards.ca.gov/resources/fees/water_quality/)

Check one of the following and enter fee amount:

☐ Population Served < 50,000 – Total Fee submitted: $ _____

☐ Population Served ≥ 50,000 – Total Fee submitted: $ _____

Make the fee payment payable to the State Water Resources Control Board and mail the complete application package to:

State Water Resources Control Board, Accounting Office
P. O. Box 1888
Sacramento, CA 95812-1888

Attention: Statewide Sanitary Sewer System Program

7. Application Submittal Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge and belief, the information in the submitted application package is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment.

Print Name: _____

Title: _____

Signature: _____Date: _____

ATTACHMENT C - NOTICE OF TERMINATION

1. Enrollee Information

Enrollee Name: _____

WDID No:_____

Legally Responsible Official Requesting Termination of Coverage: _____

First and Last Name: _____

Title: _____

Phone: _____

Email: _____

Mailing Address: _____

City, State, Zip: _____

County: _____

Sanitary Sewer System Name(s) or Unique Identifier(s): _____

Regional Water Quality Control Board(s): _____

Signature and Date:_____

2. Basis of Termination

Explanation of termination, including subsequent regulatory coverage and subsequent owner/operator of enrolled sanitary sewer system, as applicable:

_____

_____

_____

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_____

3. Regulatory Coverage Termination Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge: 1) the sanitary sewer system I officially represent is not required to be regulated under the Statewide Waste Discharge Requirements for Sanitary Sewer Systems Order 2022-XXXX-DWQ, and 2) the information submitted in this Notice of Termination is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment. Additionally, I understand that the submittal of this Notice of Termination does not release sanitary sewer system agencies from liability for any violations of the Clean Water Act.

Print Name: _____

Title: _____

Signature: _____Date: _____

For State Water Board Use Only

☐ Approved for Termination ☐ Denied and Returned to Enrollee

Deputy Director of Water Quality Signature: _____

Date: _____Notice of Termination Effective Date: _____

ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

Table of Contents

ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

A Sewer System Management Plan (Plan) is a living planning document that documents ongoing local sewer system management program activities, procedures, and decision-making – at the scale necessary to address the size and complexity of the subject sanitary sewer system(s). This Plan may incorporate other programs and other plans by reference, to address short-term and long-term system resilience through:

- Proactive planning and decision-making;
- Local government ordinances;
- Updated operations and maintenance activities and procedures;
- Implementation of capital improvements;
- Sufficient local budget to support staff resources, contractors, equipment, and training; and
- Updated training of staff and contractors.

The Enrollee's development, update, and implementation of a Sewer System Management Plan addressing the requirements of this Attachment is an enforceable component of this General Order. As specified in Provision 6.1 (Enforcement Provisions) of this General Order, consistent with the Water Code and the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee's efforts in implementing an effective Sewer System Management Plan to prevent, contain, control, and mitigate spills when considering Water Code section 13327 factors to determine necessary enforcement of this General Order.

This Attachment includes the following required elements that the Enrollee shall address in its Plan and subsequent updates. The Enrollee shall identify any requirement in this Attachment that is not applicable to the Enrollee's sewer system and shall explain in its Plan why the requirement is not applicable.

1. SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION

The goal of the Sewer System Management Plan (Plan) is to provide a plan and schedule to: (1) properly manage, operate, and maintain all parts of the Enrollee's sanitary sewer system(s), (2) reduce and prevent spills, and (3) contain and mitigate spills that do occur.

The Plan must include a narrative Introduction section that discusses the following items:

1.1. Regulatory Context

The Plan Introduction section must provide a general description of the local sewer system management program and discuss Plan implementation and updates.

1.2. Sewer System Management Plan Update Schedule

The Plan Introduction section must include a schedule for the Enrollee to update the Plan, including the schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing prevention of sewer spills.

1.3. Sewer System Asset Overview

The Plan Introduction section must provide a description of the Enrollee-owned assets and service area, including but not limited to:

- Location, including county(ies);
- Service area boundary;
- Population and community served;
- System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons;
- Structures diverting stormwater to the sewer system;
- Data management systems;
- Sewer system ownership and operation responsibilities between Enrollee and private entities for upper and lower sewer laterals;
- Estimated number or percent of residential, commercial, and industrial service connections; and
- Unique service boundary conditions and challenge(s).

Additionally, the Plan Introduction section must provide reference to the Enrollee's up-to-date map of its sanitary sewer system, as required in section 4.1 (Updated Map of Sanitary Sewer System) of this Attachment.

2. ORGANIZATION

The Plan must identify organizational staffing responsible and integral for implementing the local Sewer System Management Plan through an organization chart or similar narrative documentation that includes:

- The name of the Legally Responsible Official as required in section 5.1 (Designation of a Legally Responsible Official) of this General Order;
- The position titles, telephone numbers, and email addresses for management, administrative, and maintenance positions responsible for implementing specific Sewer System Management Plan elements;
- Organizational lines of authority; and
- Chain of communication for reporting spills from receipt of complaint or other information, including the person responsible for reporting spills to the State and Regional Water Boards and other agencies, as applicable. (For example, county

health officer, county environmental health agency, and State Office of Emergency Services.)

3. LEGAL AUTHORITY

The Plan must include copies or an electronic link to the Enrollee's current sewer system use ordinances, service agreements and/or other legally binding procedures to demonstrate the Enrollee possesses the necessary legal authority to:

- Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;
- Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;
- Require that sewer system components and connections be properly designed and constructed;
- Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;
- Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and
- Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.

4. OPERATION AND MAINTENANCE PROGRAM

The Plan must include the items listed below that are appropriate and applicable to the Enrollee's system.

4.1. Updated Map of Sanitary Sewer System

An up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s). The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries.

4.2. Preventive Operation and Maintenance Activities

A scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors.

The scheduling system must include:

- Inspection and maintenance activities;

- Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems;
- Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.

The data collection system must document data from system inspection and maintenance activities, including system areas/components prone to root-intrusion potentially resulting in system backup and/or failure.

4.3. Training

In-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors. The training must cover:

- The requirements of this General Order;
- The Enrollee's Spill Emergency Response Plan procedures and practice drills;
- Skilled estimation of spill volume for field operators; and
- Electronic CIWQS reporting procedures for staff submitting data.

4.4. Equipment Inventory

An inventory of sewer system equipment, including the identification of critical replacement and spare parts.

5. DESIGN AND PERFORMANCE PROVISIONS

The Plan must include the following items as appropriate and applicable to the Enrollee's system:

5.1. Updated Design Criteria and Construction Standards and Specifications

Updated design criteria, and construction standards and specifications, for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. If existing design criteria and construction standards are deficient to address the necessary component-specific hydraulic capacity as specified in section 8 (System Evaluation, Capacity Assurance and Capital Improvements) of this Attachment, the procedures must include component-specific evaluation of the design criteria.

5.2. Procedures and Standards

Procedures, and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances.

6. SPILL EMERGENCY RESPONSE PLAN

The Plan must include an up to date Spill Emergency Response Plan to ensure prompt detection and response to spills to reduce spill volumes and collect information for prevention of future spills. The Spill Emergency Response Plan must include procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from the drainage conveyance system;
- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.

7. SEWER PIPE BLOCKAGE CONTROL PROGRAM

The Sewer System Management Plan must include procedures for the evaluation of the Enrollee's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a program is not needed.

The procedures must include, at minimum:

- An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;
- A plan and schedule for the disposal of pipe-blocking substances generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of substances generated within a sanitary sewer system service area;
- The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;
- Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;
- Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;
- An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section; and
- Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.

8. SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS

The Plan must include procedures and activities for:

- Routine evaluation and assessment of system conditions;
- Capacity assessment and design criteria;
- Prioritization of corrective actions; and
- A capital improvement plan.

8.1 System Evaluation and Condition Assessment

The Plan must include procedures to:

- Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;

- Identify and justify the amount (percentage) of its system for its condition to be assessed each year;
- Prioritize the condition assessment of system areas that:
    - Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
    - Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;
    - Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;
- Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;
- Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and
- Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.

8.2. Capacity Assessment and Design Criteria

The Plan must include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:

- Dry-weather peak flow conditions that cause or contributes to spill events;
- The appropriate design storm(s) or wet weather events that causes or contributes to spill events;
- The capacity of key system components; and
- Identify the major sources that contribute to the peak flows associated with sewer spills.

The capacity assessment must consider:

- Data from existing system condition assessments, system inspections, system audits, spill history, and other available information;
- Capacity of flood-prone systems subject to increased infiltration and inflow, under normal local and regional storm conditions;

- Capacity of systems subject to increased infiltration and inflow due to larger and/or higher-intensity storm events as a result of climate change;
- Increases of erosive forces in canyons and streams near underground and above-ground system components due to larger and/or higher-intensity storm events;
- Capacity of major system elements to accommodate dry weather peak flow conditions, and updated design storm and wet weather events; and
- Necessary redundancy in pumping and storage capacities.

8.3. Prioritization of Corrective Action

The findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.

8.4. Capital Improvement Plan

The capital improvement plan must include the following items:

- Project schedules including completion dates for all portions of the capital improvement program;
- Internal and external project funding sources for each project; and
- Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.

9. MONITORING, MEASUREMENT AND PROGRAM MODIFICATIONS

The Plan must include an Adaptive Management section that addresses Plan-implementation effectiveness and the steps for necessary Plan improvement, including:

- Maintaining relevant information, including audit findings, to establish and prioritize appropriate Plan activities;
- Monitoring the implementation and measuring the effectiveness of each Plan Element;
- Assessing the success of the preventive operation and maintenance activities;
- Updating Plan procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and
- Identifying and illustrating spill trends, including spill frequency, locations and estimated volumes.

10. INTERNAL AUDITS

The Plan shall include internal audit procedures, appropriate to the size and performance of the system, for the Enrollee to comply with section 5.4 (Sewer System Management Plan Audits) of this General Order.

11. COMMUNICATION PROGRAM

The Plan must include procedures for the Enrollee to communicate with:

- The public for:
  - Spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and
  - The development, implementation, and update of its Plan, including opportunities for public input to Plan implementation and updates.
- Owners/operators of systems that connect into the Enrollee's system, including satellite systems, for:
  - System operation, maintenance, and capital improvement-related activities.

ATTACHMENT E1 – NOTIFICATION, MONITORING, REPORTING AND RECORDKEEPING REQUIREMENTS

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ATTACHMENT E1– NOTIFICATION, MONITORING, REPORTING AND RECORDKEEPING REQUIREMENTS

The Notification Requirements (section 1), Spill-specific Monitoring Requirements (section 2), Reporting Requirements (section 3) and Recordkeeping Requirements (section 4) in this Attachment are pursuant to Water Code section 13267 and section 13383, and are an enforceable component of this General Order. For the purpose of this General Order, the term:

- Notification means the notifying of appropriate parties of a spill event or other activity.
- Spill-specific Monitoring means the gathering of information and data for a specific spill event to be reported or kept as records.
- Reporting means the reporting of information and data into the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database.
- Recordkeeping means the maintaining of information and data in an official records storage system.

Failure to comply with the notification, monitoring, reporting and recordkeeping requirements in this General Order may subject the Enrollee to civil liabilities of up to $10,000 a day per violation pursuant to Water Code section 13385; up to $1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement.

Water Code section 13193 et seq. requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Resources Control Board (State Water Board) to collect sanitary sewer spill information for each spill event and make this information available to the public. Sanitary sewer spill information for each spill event includes but is not limited to: Enrollee contact information for each spill event, spill cause, estimated spill volume and factors used for estimation, location, date, time, duration, amount discharged to waters of the State, response and corrective action(s) taken.

1. NOTIFICATION REQUIREMENTS

1.1. Notification of Spills of 1,000 Gallons or Greater to the California Office of Emergency Services

Per Water Code section 13271, for a spill that discharges in or on any waters of the State, or discharges or is deposited where it is, or probably will be, discharged in or on any waters of the State, the Enrollee shall notify the California Office of Emergency Services and obtain a California Office of Emergency Services Control Number as soon as possible **but no later than two (2) hours** after:

- The Enrollee has knowledge of the spill; and
- Notification can be provided without substantially impeding cleanup or other emergency measures.

The notification requirements in this section apply to individual spills of 1,000 gallons or greater, from an Enrollee-owned and/or operated laterals, to a water of the State.

1.2. Spill Notification Information

The Enrollee shall provide the following spill information to the California Office of Emergency Services before receiving a Control Number, as applicable:

- Name and phone number of the person notifying the California Office of Emergency Services;
- Estimated spill volume (gallons);
- Estimated spill rate from the system (gallons per minute);
- Estimated discharge rate (gallons per minute) directly into waters of the State or indirectly into a drainage conveyance system;
- Spill incident description:
  - Brief narrative of the spill event, and
  - Spill incident location (address, city, and zip code) and closest cross streets and/or landmarks;
- Name and phone number of contact person on-scene;
- Date and time the Enrollee was informed of the spill event;
- Name of sanitary sewer system causing the spill;
- Spill cause or suspected cause (if known);
- Amount of spill contained;
- Name of receiving water body receiving or potentially receiving discharge; and
- Description of water body impact and/ or potential impact to beneficial uses.

1.3. Notification of Spill Report Updates

Following the initial notification to the California Office of Emergency Services and until such time that the Enrollee certifies the spill report in the online CIWQS Sanitary Sewer System Database, the Enrollee shall provide updates to the California Office of Emergency Services regarding substantial changes to:

- Estimated spill volume (increase or decrease in gallons initially estimated);
- Estimated discharge volume discharged directly into waters of the State or indirectly into a drainage conveyance system (increase or decrease in gallons initially estimated); and
- Additional impact(s) to the receiving water(s) and beneficial uses.

2. SPILL-SPECIFIC MONITORING REQUIREMENTS

2.1 Spill Location and Spread

The Enrollee shall visually assess the spill location(s) and spread using photography, global positioning system (GPS), and other best available tools. The Enrollee shall document the critical spill locations, including:

- Photography and GPS coordinates for:
  - The system location where spill originated.

    For multiple appearance points of a single spill event, the points closest to the spill origin.
- Photography for:
  - Drainage conveyance system entry locations,
  - The location(s) of discharge into surface waters, as applicable,
  - Extent of spill spread, and
  - The location(s) of clean up.

2.2 Spill Volume Estimation

To assess the approximate spill magnitude and spread, the Enrollee shall estimate the total spill volume using updated volume estimation techniques, calculations, and documentation for electronic reporting. The Enrollee shall update its notification and reporting of estimated spill volume (which includes spill volume recovered) as further information is gathered during and after a spill event.

2.3. Receiving Water Monitoring

2.3.1. Receiving Water Visual Observations

Through visual observations and use of best available spill volume-estimating techniques and field calculation techniques, the Enrollee shall gather and document the following information for spills discharging to surface waters:

- Estimated spill travel time to the receiving water;
- For spills entering a drainage conveyance system, estimated spill travel time from the point of entry into the drainage conveyance system to the point of discharge into the receiving water;
- Estimated spill volume entering the receiving water; and
- Photography of:
  - Waterbody bank erosion,
  - Floating matter,
  - Water surface sheen (potentially from oil and grease),

- Discoloration of receiving water, and
- Impact to the receiving water.

2.3.2. Receiving Water – Water Quality Sampling and Analysis

For sewage spills in which an estimated 50,000 gallons or greater are discharged into a surface water, the Enrollee shall conduct the following water quality sampling no later than **18 hours** after the Enrollee's knowledge of a potential discharge to a surface water:

- Collect one water sample, each day of the duration of the spill, at:
  - The DCS-001 location as described in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment, if sewage discharges to a surface water via a drainage conveyance system; and/or
  - Each of the three receiving water sampling locations in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment;

    If the receiving water has no flow during the duration of the spill, the Enrollee must report "No Sampling Due To No Flow" for its receiving water sampling locations.

The Enrollee shall analyze the collected receiving water samples for the following constituents per section 2.3.3 (Water Quality Analysis Specifications) of this Attachment:

- Ammonia, and
- Appropriate bacterial indicator(s) per the applicable Basin Plan water quality objectives, including one or more of the following, unless directed otherwise by the Regional Water Board:
  - Total Coliform Bacteria
  - Fecal Coliform Bacteria
  - *E-coli*
  - Enterococcus

  Dependent on the receiving water(s), sampling of bacterial indicators shall be sufficient to determine post-spill (after the spill) compliance with the water quality objectives and bacterial standards of the California Ocean Plan or the California Inland Surface Water Enclosed Bays, and Estuaries Plan, including the frequency and/or number of post-spill receiving water samples as may be specified in the applicable plans.

The Enrollee shall collect and analyze additional samples as required by the applicable Regional Water Board Executive Officer or designee.

2.3.3. Water Quality Analysis Specifications

Spill monitoring must be representative of the monitored activity (40 Code of Federal Regulations section 122.41(j)(1)).

Sufficiently Sensitive Methods

Sample analysis must be conducted according to sufficiently sensitive test methods approved under 40 Code of Federal Regulations Part 136 for the sample analysis of pollutants. For the purposes of this General Order, a method is sufficiently sensitive when the minimum level of the analytical method approved under 40 Code of Federal Regulations Part 136 is at or below the receiving water pollutant criteria.

Environmental Laboratory Accreditation Program-Accredited Laboratories

The analysis of water quality samples required per this General Order must be performed by a laboratory that has accreditation pursuant to Article 3 (commencing with section 100825) of Chapter 4 of Part 1 of Division 101 of the Health and Safety Code. (Water Code section 13176(a).) The State Water Board accredits laboratories through its Environmental Laboratory Accreditation Program (ELAP).

2.3.4. Receiving Water Sampling Locations

The Enrollee shall collect receiving water samples at the following locations.

Sampling of Flow in Drainage Conveyance System (DCS) Prior to Discharge

Sampling Location	Sampling Location Description
DCS-001	A point in a drainage conveyance system before the drainage conveyance system flow discharges into a receiving water.

Receiving Surface Water Sampling (RSW)[1]

Sampling Location	Sampling Location Description
RSW-001 Point of Discharge	A point in the receiving water where sewage initially enters the receiving water.
RSW-001U: Upstream of Point of Discharge	A point in the receiving water, upstream of the point of sewage discharge, to capture ambient conditions absent of sewage discharge impacts.

Sampling Location	Sampling Location Description
RSW-001D: Downstream of Point of Discharge	A point in the receiving water, downstream of the point of sewage discharge, where the spill material is fully mixed with the receiving water.

[1] The Enrollee must use its best professional judgment to determine the upstream and downstream distances based on receiving water flow, accessibility to upstream/downstream waterbody banks, and size of visible sewage plume.

2.4. Safety and Access Exceptions

If the Enrollee encounters access restrictions or unsafe conditions that prevents its compliance with spill response requirements or monitoring requirements in this General Order, the Enrollee shall provide documentation of access restrictions and/or safety hazards in the corresponding required report.

3. REPORTING REQUIREMENTS

All reporting required in this General Order must be submitted electronically to the online CIWQS Sanitary Sewer System Database (https://ciwqs.waterboards.ca.gov), unless specified otherwise in this General Order. Electronic reporting may solely be conducted by a Legally Responsible Official or Data Submitter(s) previously designated by the Legally Responsible Official, as required in section 5.8 (Designation of Data Submitters) of this General Order.

The Enrollee shall report any information that is protected by the Homeland Security Act, by email to SanitarySewer@waterboards.ca.gov, with a brief explanation of the protection provided by the Homeland Security Act for the subject report to be protected from unauthorized disclosure and/or public access, and for official Water Board regulatory purposes only.

3.1. Reporting Requirements for Individual Category 1 Spill Reporting

3.1.1. Draft Spill Report for Category 1 Spills

Within three (3) business days of the Enrollee's knowledge of a Category 1 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;

5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;
    - If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
    - Description of the drainage conveyance system transporting the spill;
    - Photographs of the drainage conveyance system entry location(s);
    - Estimated spill volume fully recovered from the drainage conveyance system;
    - Estimated spill volume remaining within the drainage conveyance system;
11. Description and photographs of all discharge point(s) into the surface water;
12. Estimated spill volume that discharged to surface waters; and
13. Estimated total spill volume recovered.

3.1.2. Certified Spill Report for Category 1 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for Category 1 spills, to the online CIWQS Sanitary Sewer System Database. Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.1.1 (Draft Spill Report for Category 1 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
    - The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
    - The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;

4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, lateral, pump station, etc.);
6. Description of the pipe material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion;
14. Name and type of receiving water body(s);
15. Description of the water body(s), including but not limited to:
    - Observed impacts on aquatic life,
    - Public closure, restricted public access, temporary restricted use, and/or posted health warnings due to spill,
    - Responsible entity for closing/restricting use of water body, and
    - Number of days closed/restricted as a result of the spill.
16. Whether or not the spill was located within 1,000 feet of a municipal surface water intake; and
17. If water quality samples were collected, identify sample locations and the parameters the water quality samples were analyzed for. If no samples were taken, Not Applicable shall be selected.

3.1.3. Spill Technical Report for Individual Category 1 Spill in which 50,000 Gallons or Greater Discharged into a Surface Water

For any spill in which 50,000 gallons or greater discharged into a surface water, **within 45 calendar days** of the spill end date, the Enrollee shall submit a Spill Technical Report to the online CIWQS Sanitary Sewer System Database. The Spill Technical Report, at minimum, must include the following information:

1. Spill causes and circumstances, including at minimum:
    - Complete and detailed explanation of how and when the spill was discovered;

- Photographs illustrating the spill origin, the extent and reach of the spill, drainage conveyance system entrance and exit, receiving water, and post-cleanup site conditions;
- Diagram showing the spill failure point, appearance point(s), the spill flow path, and ultimate destinations;
- Detailed description of the methodology employed, and available data used to calculate the discharge volume and, if applicable, the recovered spill volume;
- Detailed description of the spill cause(s);
- Description of the pipe material, and estimated age of the pipe material, at the failure location;
- Description of the impact of the spill;
- Copy of original field crew records used to document the spill; and
- Historical maintenance records for the failure location.

2. Enrollee's response to the spill:
   - Chronological narrative description of all actions taken by the Enrollee to terminate the spill;
   - Explanation of how the Sewer System Management Plan Spill Emergency Response Plan was implemented to respond to and mitigate the spill; and
   - Final corrective action(s) completed and a schedule for planned corrective actions, including:
     - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable,
     - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences, and
     - Necessary modifications to the Emergency Spill Response Plan to incorporate lessons learned in responding to and mitigating the spill.
3. Water Quality Monitoring, including at minimum:
   - Description of all water quality sampling activities conducted;
   - List of pollutant and parameters monitored, sampled and analyzed; as required in section 2.3 (Receiving Water Monitoring) of this Attachment;
   - Laboratory results, including laboratory reports;
   - Detailed location map illustrating all water quality sampling points; and
   - Other regulatory agencies receiving sample results (if applicable).
4. Evaluation of spill impact(s), including a description of short-term and long-term impact(s) to beneficial uses of the surface water.

3.1.4. Amended Certified Spill Reports for Individual Category 1 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.2. Reporting Requirements for Individual Category 2 Spill Reporting

3.2.1. Draft Spill Report for Category 2 Spills

Within three (3) business days of the Enrollee's knowledge of a Category 2 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;

   If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
    - Description of the drainage conveyance system transporting the spill;
    - Photographs of the drainage conveyance system entry location(s);
    - Estimated spill volume fully recovered from the drainage conveyance system;
    - Estimated spill volume remaining within the drainage conveyance system;

- Estimated spill volume discharged to a groundwater infiltration basin or facility, if applicable; and

11. Estimated total spill volume recovered.

3.2.2. Certified Spill Report for Category 2 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for the Category 2 spill, to the online CIWQS Sanitary Sewer System Database (https://ciwqs.waterboards.ca.gov). Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.2.1 (Draft Spill Report for Category 2 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
   - The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
   - The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, pump station, etc.);
6. Description of the pipe/infrastructure material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion; and

14. Whether or not the spill was located within 1,000 feet of a municipal surface water intake.

3.2.3. Amended Certified Spill Reports for Individual Category 2 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.3. Monthly Certified Spill Reporting for Category 3 Spills

The Enrollee shall report and certify all Category 3 spills to the online CIWQS Sanitary Sewer System Database within 30 calendar days after the end of the month in which the spills occurred. (For example, all Category 3 spills occurring in the month of February shall be reported and certified by March 30th). After the Legally Responsible Official certifies the spills, the online CIWQS Sanitary Sewer System Database will issue a spill event identification number for each spill.

The monthly reporting of all Category 3 spills must include the following items for each spill:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Description, photographs, and GPS coordinates where the spill originated:
    - If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
7. Estimated total spill volume exiting the system;
8. Description and photographs of the extent of the spill and spill boundaries;
9. Did the spill reach a drainage conveyance system? If Yes:
    - Description of the drainage conveyance system transporting the spill;
    - Photographs of the drainage conveyance system entry locations(s);
    - Estimated spill volume fully recovered from the drainage conveyance system; and

- Estimated spill volume discharged to a groundwater infiltration basis or facility, if applicable.

10. Estimated total spill volume recovered;
11. Description of the spill event destination(s), including GPS coordinates, if available, that represent the full spread and reaches of the spill;
12. Spill end date and time;
13. Description of how the spill volume estimations were calculated, including, at minimum:
    - The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
    - The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;
14. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
15. System failure location (for example, main, pump station, etc.);
16. Description of the pipe/infrastructure material, and estimated age of the pipe/infrastructure material, at the failure location;
17. Description of the impact of the spill;
18. Whether or not the spill was associated with a storm event;
19. Description of spill response activities including description of immediate spill containment and cleanup efforts;
20. Description of spill corrective actions, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of the major milestones for those steps; including, at minimum:
    - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable, and
    - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences at the same spill event location, including:
      - Adjusted schedule/method of preventive maintenance,
      - Planned rehabilitation or replacement of sanitary sewer asset,
      - Inspected, repaired asset(s), or replaced defective asset(s),
      - Capital improvements,
      - Documentation verifying immediately implemented system modifications and operating/maintenance modifications,
      - Description of spill response activities,

- Spill response completion date, and
- Ongoing investigation efforts, and expected completion date of investigation to determine the full cause of spill;

21. Detailed narrative of investigation and investigation findings of cause of spill.

3.4. Monthly Certified Spill Reporting for Category 4 Spills

The Enrollee shall report and certify the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of the month in which the spills occurred.

3.5. Amended Certified Spill Reports for Category 3 Spills

Within 90 calendar days of the certified Spill Report due date, the Enrollee may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After 90 calendar days, the Legally Responsible Official shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a certified Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the 90-day timeframe for amending the certified Spill Report, as provided above.

3.6. Annual Certified Spill Reporting of Category 4 and/or Lateral Spills

For all Category 4 spills and spills from its owned and/or operated laterals that are caused by a failure or blockage in the lateral and that do not discharge to a surface water, the Enrollee shall:

- Maintain records per section 4.4. of this Attachment;

  The Enrollee shall provide records upon request by State Water Board or Regional Water Board staff.

- Annually upload and certify a report, in an appropriate digital format, of all recordkeeping of spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occurred.

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

3.7. Monthly Certification of "No-Spills" or "Category 4 Spills" and/or "Non-Category 1 Lateral Spills"

If either (1) no spills occur during a calendar month or (2) only Category 4, and/or Enrollee-owned and/or operated lateral spills (that do not discharge to a surface water) occur during a calendar month, the Enrollee shall certify, within 30 calendar days after

the end of each calendar month, either a “No-Spill” certification statement, or a “Category 4 Spills” and/or “Non-Category 1 Lateral Spills” certification statement, in the online CIWQS Sanitary Sewer System Database, certifying that there were either no spills, or Category 4 and/or Non-Category 1 Lateral Spills that will be reported annually (per section 3.6 of this Attachment) for the designated month.

If a spill starts in one calendar month and ends in a subsequent calendar month, and the Enrollee has no further spills of any category, in the subsequent calendar month, the Enrollee shall certify “no-spills” for the subsequent calendar month.

If the Enrollee has no spills from its systems during a calendar month, but the Enrollee voluntarily reported a spill from a private lateral or a private system, the Enrollee shall certify “no-spills” for that calendar month.

If the Enrollees has spills from its owned and/or operated laterals during a calendar month, the Enrollee shall not certify “no spills” for that calendar month.

3.8. Electronic Sanitary Sewer System Service Area Boundary Map

The Legally Responsible Official shall submit, to the State Water Board, an up-to-date electronic spatial map of its sewer system service area boundaries. The map must be in accordance with section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order and the specification provided on the statewide Sanitary Sewer Systems program website. The map must include the location of wastewater treatment facility(ies) that treats the sewer system waste, if in the same sewer service boundary.

By the Effective Date of this General Order, specifications for the electronic sanitary sewer service area boundary map format will be provided on the statewide Sanitary Sewer Systems Order program website.

3.9. Annual Report (Previously termed as Collection System Questionnaire in General Order 2006-0003-DWQ)

A new Enrollee shall complete and submit its first certified Annual Report into the online CIWQS Sanitary Sewer System Database, **within 30 days of obtaining a CIWQS account**; Subsequent Annual Reports are due by April 1 of each year.

All enrollees shall update their previous year’s Annual Report, **by April 1 of each year after the Effective Date of this General Order,** for each calendar year (January 1 through December 31)**.**

The Annual Report must be entered directly into the online CIWQS Sanitary Sewer System Database. The Enrollee’s Legally Responsible Official shall certify the Annual Report as instructed in CIWQS;

The Annual Report must address, and update as applicable, the following items:

- Population served;

- Updated sewer system service area boundary map, if service area boundary has changed from original map submitted per section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order;
- Number of system operation and maintenance staff:
  - Entry level (less than two years of experience),
  - Journey level (greater than two years of experience),
  - Supervisory level, and
  - Managerial level;
- Number of operation and maintenance staff certified as a certified collection system operator by the California Water Environmental Association (CWEA), with:
  - Corresponding number of certified collection system operator grade levels (Grade I, II, III, IV, and V);
- System information:
  - Miles of system gravity and force mains,
  - Number of upper and lower service laterals connected to system,
  - Estimated number of upper and lower laterals owned and/or operated by the Enrollee,
  - Portion of laterals that is Enrollee's responsibility,
  - Average age the major components of system infrastructure,
  - Number and age of pump stations, and
  - Estimated total miles of the system pipeline not accessible for maintenance;
- Name and location of the treatment plant(s) receiving sanitary sewer system's waste;
- Name of satellite sewer system tributaries;
- Number of system's gravity sewer above or underground crossings of water bodies throughout system;
- Number of force main (pressurized pipe) above or underground crossings of water bodies throughout system;
- Number of siphons used to convey waste throughout the sewer system;
- Miles of sewer system cleaned;
- Miles of sewer system video inspected, or comparable (i.e., video closed-circuit television or alternative inspection methods);
- System Performance Evaluation as specified in section 5.11 (System Performance Analysis) of this General Order;
- Major spill causes (for example, root intrusion, grease deposition);

- System infrastructure failure points (for example, main, pump station, lateral, etc.);
- Ongoing spill investigations; and
- Actions taken to address system deficiencies.

3.10. Sewer System Management Plan Audit Reporting Requirements

The Enrollee shall submit its Sewer System Management Plan Audit and other pertinent audit information, in accordance with section 5.4 (Sewer System Management Plan Audits) of this General Order, to the online CIWQS Sanitary Sewer System Database **by six (6) months after the end of the 3-year audit period**.

If a Sewer System Management Plan Audit is not conducted as required: the Enrollee shall:

- Update the online CIWQS Sanitary Sewer System Database and select the justification for not conducting the Audit; and
- Notify its corresponding Regional Water Board (see Attachment F (Regional Water Quality Control Board Contact Information)) of the justification for the lapsed requirements.

The Enrollee's reporting of a justification for not conducting a timely Audit does not justify non-compliance with this General Order. The Enrollee shall:

- Submit the late Audit as required in this General Order; and
- Comply with subsequent Audit requirements and due dates corresponding with the original audit cycle.

3.11. Sewer System Management Plan Reporting Requirements

For an Existing Enrollee previously regulated by Order 2006-0003-DWQ: **Within every six (6) years after the required due date of its last Plan Update**, the Legally Responsible Official shall upload and certify a local governing entity-approved Sewer System Management Plan Update to the online CIWQS Sanitary Sewer System Database. If the electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its updated Sewer System Management Plan posted on its own website.

Order 2006-0003-DWQ required each enrollee to develop its initial Sewer System Management Plan per the following schedule, with required Plan updates at a frequency of 5-years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2009

Between 100,000 and 10,000: August 2, 2009

Between 10,000 and 2,500: May 2, 2010

Less than 2,500: August 2, 2010

This Order carries forth the previously-required Plan Update schedule per Order 2006-0003-DWQ. Per the six-year Plan Update frequency required in this Order, the Enrollee shall upload and certify its first Plan Update, to the online CIWQS Sanitary Sewer System Database by the following due dates, with subsequent Plan Updates at the frequency of six years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2025

Between 100,000 and 10,000: August 2, 2025

Between 10,000 and 2,500: May 2, 2026

Less than 2,500: August 2, 2026

For a New Enrollee: **Within twelve (12) months of its Application for Enrollment Approval date**, the Legally Responsible Official of a new Enrollee shall upload and certify a local governing entity-approved Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database. If electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its Sewer System Management Plan posted on its own website. The due date for subsequent 6-year Plan updates, is six (6) years from the submittal due date of the new Enrollee's first Sewer System Management Plan.

4. RECORDKEEPING REQUIREMENTS

The Enrollee shall maintain records to document compliance with the provisions of this General Order, and previous General Order 2006-0003-DWQ as applicable, for each sanitary sewer system owned, including any required records generated by an Enrollee's contractor(s).

4.1. Recordkeeping Time Period

The Enrollee shall maintain records of documents required in this Attachment, including records collected for compliance with this General Order, and records collected in accordance with previous General Order 2006-0003-DWQ, for five (5) years.

4.2. Availability of Documents

The Enrollee shall make the records required in this General Order readily available, either electronic or hard copies, for review by Water Board staff during onsite inspections or through an information request.

4.3. Spill Reports

The Enrollee shall maintain records for each of the following spill-related events and activities:

- Spill event complaint, including but not limited to records documenting how the Enrollee responded to notifications of spills. Each complaint record must, at a minimum, include the following information:
    - Date, time, and method of notification,

- Date and time the complainant first noticed the spill, if available,
- Narrative description of the complaint, including any information the caller provided regarding whether the spill has reached surface waters or a drainage conveyance system, if available,
- Complainant's contact information, if available, and
- Final resolution of the complaint;

- Records documenting the steps and/or remedial action(s) undertaken by the Enrollee, using all available information, to comply with this General Order, and previous General Order 2006-0003-DWQ as applicable;
- Records documenting how estimate(s) of volume(s) and, if applicable, volume(s) of spill recovered were calculated;
- All California Office of Emergency Services notification records, as applicable; and
- Records, in accordance with the Monitoring Requirements in this Attachment.

4.4. Recordkeeping of Category 4 Spills and Non-Category 1 Lateral Spills

An Enrollee must maintain the following records for each individual Category 4 spill and for each individual non-Category 1 Enrollee-owned and/or operated lateral spill, and report in accordance to section 3.6 (Annual Certified Spill Reporting of Category 4 and/or Lateral Spills) of this Attachment.

Recordkeeping of Individual Category 4 Spill Information:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Description and GPS coordinates for the system location where the spill originated;
4. Did the spill reach a drainage conveyance system? If Yes:
   - Description of drainage conveyance system location,
   - Estimated spill volume fully recovered within the drainage conveyance system, and
   - Estimated spill volume remaining within the drainage conveyance system;
5. Estimated total spill volume exiting the sanitary sewer system;
6. Spill date and start time;
7. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
8. System failure location (for example, main, pump station, etc.);
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of how the volume estimation was calculated, including, at minimum:

- The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
- The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;

11. Description of implemented system modifications and operating/maintenance modifications.

Recordkeeping of Individual Lateral Spill Information:

1. Date and time the Enrollee was notified of, or self-discovered, the spill;
2. Location of individual spill;
3. Estimated individual spill volume;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.); and
5. Description of how the volume estimations were calculated.

Total Annual Spill Information:

1. Estimated total annual spill volume;
2. Description of spill corrective actions, including at minimum:
   - Local regulatory enforcement action taken against the sewer lateral owner in response to a spill, as applicable, and
   - System operation, maintenance and program modifications implemented to prevent repeated spill occurrences at the same spill location.

4.5. Sewer System Telemetry Records

The Enrollee shall maintain the following sewer system telemetry records if used to document compliance with this General Order, and previous General Order 2006-0003-DWQ as applicable, including spill volume estimates:

- Supervisory control and data acquisition (SCADA) system(s);
- Alarm system(s);
- Flow monitoring device(s) or other instrument(s) used to estimate sewage flow rates, and/or volumes;
- Computerized maintenance management system records; and
- Asset management-related records.

4.6. Sewer System Management Plan Implementation Records

The Enrollee shall maintain records documenting the Enrollee's implementation of its Sewer System Management Plan, including documents supporting its Sewer System Management Plan audits, corrections, modifications, and updates to the Sewer System Management Plan.

4.7. Audit Records

The Enrollee shall maintain, at minimum, the following records pertaining to its Sewer System Management Plan audits, and other internal audits:

- Completed audit documents and findings;
- Name and contact information of staff and/or consultants that conducted or involved in the audit; and
- Follow-up actions based on audit findings.

4.8. Equipment Records

The Enrollee shall maintain a log of all owned and leased sewer system cleaning, operational, maintenance, construction, and rehabilitation equipment.

4.9. Work Orders

The Enrollee shall maintain record of work orders for operations and maintenance projects.

ATTACHMENT E2 – SUMMARY OF NOTIFICATION, MONITORING AND REPORTING REQUIREMENTS

This Attachment provides a summary of notification, monitoring and reporting requirements, by spill category, and for Enrollee-owned and/or operated laterals as required in Attachment E1 of this General Order, for quick reference purposes only.

Table E2-1

Spill Category 1: Spills to Surface Waters

Spill Requirement	Due	Method
Notification	**Within two (2) hours** of the Enrollee's knowledge of a Category 1 spill of 1,000 gallons or greater, discharging or threatening to discharge to surface waters: Notify the California Office of Emergency Services and obtain a notification control number.	California Office of Emergency Services at: (800) 852-7550 (Section 1 of Attachment E1)
Monitoring	• Conduct spill-specific monitoring; • Conduct water quality sampling of the receiving water within **18 hours** of initial knowledge of spill of 50,000 gallons or greater to surface waters.	(Section 2 of Attachment E1)
Reporting	• Submit Draft Spill Report **within three (3) business days** of the Enrollee's knowledge of the spill; • Submit Certified Spill Report **within 15 calendar days** of the spill end date; • Submit Technical Report **within 45 calendar days** after the spill end date for a Category 1 spill in which **50,000 gallons or greater** discharged to surface waters; and • Submit Amended Spill Report **within 90 calendar days** after the spill end date.	(Section 3.1 of Attachment E1)

Table E2-2

Spill Category 2: **Spills of 1,000 Gallons or Greater That Do Not Discharge to Surface Waters**

Spill Requirements	Due	Method
Notification	**Within two (2) hours** of the Enrollee's knowledge of a Category 2 spill of 1,000 gallons or greater, discharging or threatening to discharge to waters of the State: Notify California Office of Emergency Services and obtain a notification control number.	California Office of Emergency Services at: (800) 852-7550 (Section 1 of Attachment E1)
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	• Submit Draft Spill Report **within three (3) business days** of the Enrollee's knowledge of the spill; • Submit Certified Spill Report **within 15 calendar days** of the spill end date; and • Submit Amended Spill Report **within 90 calendar days** after the spill end date.	(Section 3.2 of Attachment E1)

Table E2-3
Spill Category 3: Spills of Equal or Greater than 50 Gallons and Less than 1,000 Gallons That Does Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	• Submit monthly Certified Spill Report to the online CIWQS Sanitary Sewer System Database within **30 calendars days** after the end of the month in which the spills occur; and • Submit Amended Spill Reports **within 90 calendar days** after the Certified Spill Report due date.	(Section 3.3 and 3.5 of Attachment E1)

Table E2-4
Spill Category 4: Spills Less Than 50 Gallons That Do Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	• If, during any calendar month, Category 4 spills occur, certify monthly, the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills into the online CIWQS Sanitary Sewer System Database, within 30 days after the end of the calendar month in which the spills occurred. • Upload and certify a report, in an acceptable digital format, of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur.	(Section 3.4, 3.6, 3.7 and 4.4 of Attachment E1)

Table E2-5
Enrollee Owned and/or Operated Lateral Spills That Do Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	**Within two (2) hours** of the Enrollee's knowledge of a spill of 1,000 gallons or greater, from an enrollee-owned and/or operated lateral, discharging or threatening to discharge to waters of the State: Notify California Office of Emergency Services and obtain a notification control number. Not applicable to a spill of less than 1,000 gallons.	California Office of Emergency Services at: (800) 852-7550 (Section 1 of Attachment E1)
Monitoring	Conduct visual monitoring.	(Section 2 of Attachment E1)
Reporting	• Upload and certify a report, in an acceptable digital format, of all lateral spills (that do not discharge to a surface water) to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur. • Report a lateral spill of any volume that discharges to a surface water as a Category 1 spill.	(Sections 3.6, 3.7 and 4.4 of Attachment E1)

ATTACHMENT F – REGIONAL WATER QUALITY CONTROL BOARD CONTACT INFORMATION

This Attachment provides a map, list of counties, and contact information to assist the Enrollee in identifying the corresponding Regional Water Quality Control Board office, for all Regional Water Board notification requirements in this General Order.

Region 1 -- North Coast Regional Water Quality Control Board:
Del Norte, Glenn, Humboldt, Lake, Marin, Mendocino, Modoc, Siskiyou, Sonoma, and Trinity counties.

RB1SpillReporting@waterboards.ca.gov or (707) 576-2220

Region 2 -- San Francisco Bay Regional Water Quality Control Board:
Alameda, Contra Costa, San Francisco, Santa Clara (Northern most part of Morgan Hill), San Mateo, Marin, Sonoma, Napa, Solano counties.

RB2SpillReports@waterboards.ca.gov or (510) 622-2369

Region 3 -- Central Coast Regional Water Quality Control Board:
Santa Clara (most of Morgan Hill), San Mateo (Southern portion), Santa Cruz, San Benito, Monterey, Kern (small portions), San Luis Obispo, Santa Barbara, Ventura (Northern portion) counties.

CentralCoast@waterboards.ca.gov or (805) 549-3147

Region 4 -- Los Angeles Regional Water Quality Control Board:
Los Angeles, Ventura counties (small portions of Kern and Santa Barbara counties).

rb4-ssswdr@waterboards.ca.gov or (213) 576-6600

Region 5 -- Central Valley Regional Water Quality Control Board:

Rancho Cordova (Sacramento) Office: Colusa, Lake, Sutter, Yuba, Sierra, Nevada, Placer, Yolo, Napa, (North East), Solano (West), Sacramento, El Dorado, Amador, Calaveras, San Joaquin, Contra Costa (East), Stanislaus, Tuolumne counties.

RB5sSpillReporting@waterboards.ca.gov or (916) 464-3291

Fresno Office: Fresno, Kern, Kings, Madera, Mariposa, Merced, and Tulare counties, and small portions of San Benito and San Luis Obispo counties.

RB5fSpillReporting@waterboards.ca.gov or (559) 445-5116

Redding Office: Butte, Glen, Lassen, Modoc, Plumas, Shasta, Siskiyou, and Tehama counties.

RB5rSpillReporting@waterboards.ca.gov or (530) 224-4845

Region 6 -- Lahontan Regional Water Quality Control Board:

Lake Tahoe Office: Alpine, Modoc (East), Lassen (East side and Eagle Lake), Sierra, Nevada, Placer, El Dorado counties.

RB6sSpillReporting@waterboards.ca.gov or (530) 542-5400

Victorville Office: Mono, Inyo, Kern (East), San Bernardino, Los Angeles (North East corner) counties.

RB6vSpillReporting@waterboards.ca.gov or (760) 241-6583

Region 7 -- Colorado River Basin Regional Water Quality Control Board:

Imperial county and portions of San Bernardino, Riverside, San Diego counties.

RB7SpillReporting@waterboards.ca.gov or (760) 346-7491

Region 8 -- Santa Ana Regional Water Quality Control Board:

Orange, Riverside, San Bernardino counties.

RB8SpillReporting@waterboards.ca.gov or (951) 782-4130

Region 9 -- San Diego Regional Water Quality Control Board:

San Diego county and portions of Orange and Riverside counties.

RB9Spill_Report@waterboards.ca.gov or (619) 516-1990

End of Order 2022-0103-DWQ

APPENDIX B
SSMP AUDIT REPORT, NOVEMBER 2021

Biennial Sewer System Management Plan Audit Report

Name of agency	**Hi-Desert Water District (HDWD)**
Date of audit	**December 3, 2021**
Date of SSMP	**November 2019**
SSMP Update Due Date	**November 2024**
Name of auditor	**Doug Culbert, Chief Plant Operator HDWD, Orrin Plocher Freshwater Environmental Services (FES)**

Certified by: Legally Responsible Official (LRO)

"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, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations." (40 C.F.R. § 122.22(d).)

Name	Position	Organization	Signature
Doug Culbert	Chief Plant Operator	Hi-Desert Water District	

Date Approved_____

The purpose of the Sewer System Management Plan (SSMP) Audit is to evaluate the effectiveness of HDWD's SSMP and to identify whether updates are needed. This document was designed to meet the requirements of State Water Resources Control Board Order No. 2006-0003-DWQ as revised by Order No. WQ 2013-0058-EXEC. Documentation of SSMP audits are kept on file at the HDWD Wastewater Treatment Plant, and an indication is made in the California Integrated Water Quality System (CIWQS) database that the audit was completed. This audit report format is modified from audit reports(s) developed by Bay Area Clean Water Agency (BACWA).

ELEMENT 1. GOALS

1. Are the goals stated in the SSMP still appropriate and accurate? **(YES)/NO**

ELEMENT 2. ORGANIZATION

2. Is the SSMP up-to-date with organization and staffing contact information? **YES / (NO)**

ELEMENT 3. LEGAL AUTHORITY

3. Does the SSMP reference up-to-date information about legal authority? **(YES)/ NO**

4. Does HDWD have sufficient legal authority to control sewer use and maintenance? **(YES)/ NO**

ELEMENT 4. OPERATIONS AND MAINTENANCE PROGRAM

4.a Map of the Sanitary Sewer System

5. Does the SSMP reference up-to-date information about maps? **YES / NO**

6. Are collection system maps complete, up-to-date, and sufficiently detailed? **YES / NO**

4.b Preventative Maintenance Program

7. Does the SSMP contain up-to-date information about preventive operations and maintenance activities? **YES / NO**

8. Are HDWD's preventive maintenance activities sufficient and effective in reducing and preventing SSOs and blockages? **YES / NO**

4.c Rehabilitation and Replacement Plan

9. Does the SSMP contain up-to-date information about the rehabilitation and replacement program? **YES / NO**

10. Does the SSMP contain up-to-date information about Closed Circuit Television (CCTV) inspections? **YES / NO**

11. Are scheduled inspections and the condition assessment system effective in identifying, prioritizing, and addressing deficiencies? **YES / NO**

12. Does the Capital Improvement Plan (CIP) address prioritized projects for collection system assets? **YES / NO**

4.d Training

13. Does the SSMP contain up-to-date information about existing training programs? **YES / NO**

14. Do supervisors believe their staff are sufficiently trained? **YES / NO**

15. Are staff satisfied with the training opportunities and support offered to them? **YES / NO**

4.e Equipment and Replacement Part Inventories

16. Does the SSMP reference up-to-date information about equipment and replacement part inventories? **YES / NO**

ELEMENT 5. DESIGN AND PERFORMANCE PROVISIONS

17. Does the SSMP contain up-to-date information about design and construction standards? **YES / NO**

ELEMENT 6. SSO & BACKUP RESPONSE PLAN

18. Does the SSMP contain an up-to-date version of SSO Response Plan? **YES / NO**

19. Is the Response Plan effective in handling SSOs? (if **YES**, indicate specific information under the "Evaluation of the Effectiveness of the SSMP" section below) **YES / NO**

ELEMENT 7. FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM

20. Does the SSMP reference or contain up-to-date information about the HDWD's FOG control program? **YES / NO**

21. Is the current FOG program effective in documenting and controlling FOG sources? **YES / NO**

22. Are all public outreach materials for the FOG program current? **YES / NO**

ELEMENT 8. SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

23. Does the SSMP reference or contain up-to-date information about HDWD's capacity assessment activities and documentation? **YES / NO**

24. Is the HDWD sufficiently addressing hydraulic deficiencies? **YES / NO**

ELEMENT 9. MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

25. Does the SSMP reference up-to-date information about the Crescent HDWD's data collection and organization (e.g. use of CMMS, performance indicators, etc.)? **YES / NO**

26. Is Crescent HDWD's data collection and organization sufficient to evaluate the effectiveness of the SSMP? **YES / NO**

ELEMENT 10. SSMP PROGRAM AUDITS

27. Will this SSMP Audit be completed by every two years starting in 2023. **YES / NO**

ELEMENT 11. COMMUNICATION PROGRAM

28. Is HDWD 's website up-to-date, including information related to providing an opportunity for public input on the SSMP? **YES / NO**

Evaluation of the Effectiveness of the SSMP

Below is a summary of SSOs associated with the HDWD wastewater collection system:

SSO Summary 2019 to 2021

Year	Number of SSOs	Total Volume (gallons)	Recovered	To Surface Water	% Recovery
2019	0	NA	NA	NA	NA
2020	1	1,750	0	0	0
2021	0	NA	NA	NA	NA

SSO Causes 2019 to November 2021

Year	Lift Station Malfunction	I/I Rainfall Exceeded Capacity	Debris	FOG	Other
2019	0	NA	NA	NA	NA
2020	1	0	0	0	0
2021	0	NA	NA	NA	NA

Review of Online SSO Reporting Data

A single SSO has occurred and has been reported to the State CIWQS system database and certified including the information below:

SSO Event ID: 868016
SSO Event Type: Category 2
Private Lateral: No
Agency:
Sanitary Sewer System: Hi-Desert Water District CS
Location Name: Barron Lift Station
Location Address:
Location City:
Zip Code:
Location County: San Bernardino
Reached Surface Water: No
Reach Storm Drainpipe: No
Spill reached storm drainpipe and return to sanitary sewer system: Not Applicable - Spill did not reach a separate storm drainpipe
Estimated spill volume: 1750.0
Spill Start Date/Time: 07/14/2020 06:00
Spill End Date/Time: 07/14/2020 06:35
Certified Person Name: Douglas E Culbert
Certified Person Title: Chief Plant Operator
Certified Date: 07/21/2020

SSO report in CIWQS system was certified with in the required 15 days.

Information on the public CIWQS system database for the SSO was not available. It was determined that the SSO had been reported and certified but that it did not appear in the public system due to a data error. State CIWQS staff are in the process of correcting the error allowing the SSO data to be viewed by the public.

Description of Scheduled Updates/Changes to the SSMP

- Update the organization and staffing contact information;
- Update GIS mapping capabilities;
- Update information about preventive operations and maintenance activities;
- Update SSO Overflow Emergency Response Plan (OERP); and
- Update information about the HDWD's FOG control program .

Completion of the above SSMP modifications will take place during the SSMP update to be completed prior to November 2024.

Administrative Comments

- Consider having another person review all SSO reports prior to submittal for QA/QC and reporting consistency.

SSMP Audit Conclusions

- There are five Elements of the SSMP that need to be modified to reflect the current organizational structure and District processes;
- Edits of many of the sections are contained in the District digital review copy of the SSMP.
- The most significant change is the inclusion of the newly develop OERP;
- Upon completion of the OERP staff training should be completed and documented and contained in the SSMP file/binder. This may also be a good time to provide SSMP training and documentation since there is overlap in the material;
- Formal incorporation of the changes into an updated SSMP should be completed prior to November 2024.

APPENDIX C
HI-DESERT WATER DISTRICT TITLE 8 "WASTEWATER”

TITLE 8
WASTEWATER

Chapter 8.05
WASTEWATER TREATMENT AND WATER RECLAMATION FACILITY

8.05.010 Top priority.

The board of directors of the Hi-Desert Water District pursued as a top priority the development of the wastewater treatment and water reclamation facility with a goal to be operational by 2012. This goal was met in the final quarter of 2019. [Amended by district 4/2020; Ord. 87, 2019; Res. 09-03].

Chapter 8.10
WASTEWATER PUBLIC ADVISORY COMMITTEE (WPAC)

8.10.010 Purpose.

The wastewater public advisory committee was formed by the board of directors of the Hi-Desert Water District in October 2007 to serve as a community voice in the development and planning of the wastewater treatment and water reclamation project. [Ord. 87, 2019].

8.10.020 Mission.

The mission of the wastewater public advisory committee is to offer citizen input on wastewater policies and programs. Membership is designed to reflect the knowledge and interest of major affected constituencies: ratepayers, businesses, church/religious groups, senior citizens, engineering and construction industry, environmental advocacy, etc. [Ord. 87, 2019].

8.10.030 Scope.

The scope of the wastewater public advisory committee for the planning and design of the wastewater treatment and reclamation plant and collection system includes:

A. Community involvement program;

B. Stakeholder outreach and public information;

C. Phasing options;

D. Financing options;

E. Financial assistance program;

F. Wastewater rate formulation. [Ord. 87, 2019].

8.10.040 Role.

The role of the wastewater public advisory committee is advisory, offering citizen input to Hi-Desert Water District staff. District staff will utilize this input to help formulate and provide the Hi-Desert Water District board recommendations for board consideration and direction on wastewater policy. [Ord. 87, 2019].

8.10.050 Meetings.

The WPAC meets the first Tuesday of each month at 6:30 p.m. in the Hi-Desert Water District board room at 55439 Twentynine Palms Highway, Yucca Valley, CA 92284. [Ord. 87, 2019].

Chapter 8.15

WASTEWATER PRETREATMENT

8.15.010 General provisions.

A. Purpose and Policy. This chapter sets forth uniform requirements for users of the publicly owned treatment works for the district and enables the district to comply with all applicable state and federal laws, including the Clean Water Act (33 U.S.C. 1251 et seq.) and the general pretreatment regulations (40 CFR Part 403). The objectives of this chapter are:

1. To prevent the introduction of pollutants into the publicly owned treatment works that will interfere with its operation;

2. To prevent the introduction of pollutants into the publicly owned treatment works that will pass through the publicly owned treatment works, inadequately treated, into receiving waters, or otherwise be incompatible with the publicly owned treatment works;

3. To protect both publicly owned treatment works personnel who may be affected by wastewater and sludge in the course of their employment and the general public;

4. To promote reuse and recycling of industrial wastewater and sludge from the publicly owned treatment works;

5. To provide for fees for the equitable distribution of the cost of operation, maintenance, and improvement of the publicly owned treatment works; and

6. To enable the district to comply with its waste discharge requirements (WDR) permit conditions, sludge use and disposal requirements, and any other federal or state laws to which the publicly owned treatment works is subject.

This chapter shall apply to all users of the publicly owned treatment works. The chapter authorizes the issuance of individual wastewater discharge permits or general permits; provides for monitoring, compliance, and enforcement activities; establishes administrative review procedures; requires user reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

B. Administration. Except as otherwise provided herein, the general manager shall administer, implement, and enforce the provisions of this title. Any powers granted to or duties imposed upon the general manager may be delegated by general manager to a duly authorized district employee.

C. Words and Phrases. For the purpose of this title, all words used herein in the present tense shall include the future; all words in the plural number shall include the singular number; and all words in the singular number shall include the plural number. “Shall” is mandatory, and “may” is permissive.

D. Effect of Heading. The title, division or section headings contained in this title shall not be deemed to govern, limit or modify in any manner the scope, meaning or intent of any section or subsection of this title.

E. Abbreviations. The following abbreviations, when used in this title, shall have the designated meanings:

1.	BOD	Biochemical Oxygen Demand
2.	BMP	Best Management Practices
3.	CFR	Code of Federal Regulations
4.	COD	Chemical Oxygen Demand
5.	EPA	U.S. Environmental Protection Agency
6.	Gpd	Gallons per Day
7.	IU	Industrial User
8.	mg/l	Milligrams per Liter
9.	NPDES	National Pollutant Discharge Elimination System
10.	POTW	Publicly Owned Treatment Works
11.	RCRA	Resource Conservation and Recovery Act
12.	SIU	Significant Industrial User
13.	TSS	Total Suspended Solids
14.	U.S.C.	United States Code
15.	WDR	Waste Discharge Requirements

F. Definitions. Unless a provision explicitly states otherwise, the following terms and phrases, as used in this title, shall have the meanings hereinafter designated:

1. "Act" or "the Act" means the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. 1251 et seq.

2. "Approval authority" means the state of California.

3. Authorized Representative of the User

    a. If the user is a corporation:

        i. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or

        ii. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws

and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit or general permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

b. If the user is a partnership or sole proprietorship: a general partner or proprietor, respectively.

c. If the user is a federal, state, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.

d. The individuals described in subsections (F)(3)(a) through (c) of this section may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the district.

4. "Best management practices" means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in HDWDC 8.15.020(A)(1) and (2). BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.

5. "Biochemical oxygen demand" or "BOD" means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five days at 20 degrees centigrade, usually expressed as a concentration (e.g., mg/l)

6. "Board" shall mean the board of directors of the Hi-Desert Water District.

7. "Building drain" means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of any building and conveys it to the building sewer beginning five feet outside the inner face of the building wall.

8. Building Sewer or Sewer Lateral. See subsection (F)(44) of this section.

9. "Categorical pretreatment standard or categorical standard" means any regulation containing pollutant discharge limits promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. 1317) which apply to a specific category of users and which appear in 40 CFR Chapter I, Subchapter N, Parts 405 through 471.

10. "Chemical oxygen demand" means a measure of the oxygen required to oxidize all compounds, both organic and inorganic, in water.

11. "Collection line" means the sewer pipeline to which the sewer laterals, as defined below, are connected.

12. “Daily maximum” means the arithmetic average of all effluent samples for a pollutant collected during a calendar day.

13. “Daily maximum limit” means the maximum allowable discharge limit of a pollutant during a calendar day. Where daily maximum limits are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day. Where daily maximum limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.

14. “District” means the Hi-Desert Water District or the district board of directors.

15. “Environmental Protection Agency” or “EPA” means the U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, or other duly authorized official of said agency.

16. “Equivalent dwelling unit (EDU)” means the unit of measure which is based on the flow characteristics of an average single-family residence in terms of sewage quantity and constituent quality.

17. “Existing source” means any source of discharge, the construction or operation of which commenced prior to the publication by EPA of proposed categorical pretreatment standards, which will be applicable to such source if the standard is thereafter promulgated in accordance with Section 307 of the Act.

18. “General manager” means the district’s general manager, or another person, who is designated by the district to supervise the operation of the POTW, and who is charged with certain duties and responsibilities by this title. The term also means a duly authorized representative of the general manager.

19. “Grab sample” means a sample which is taken from a waste stream without regard to the flow in the waste stream and over a period of time not to exceed 15 minutes.

20. “Indirect discharge” or “discharge” means the introduction of pollutants into the POTW from any nondomestic source.

21. “Industrial wastewater” means wastewater containing solid, liquid or gaseous substances discharged or flowing from an industrial manufacturing or commercial premises resulting from manufacturing, processing, treating, recovery or development of natural or artificial resources of whatever nature.

22. “Industrial user” means a source of indirect discharge.

23. “Instantaneous maximum allowable discharge limit” means the maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composited sample collected, independent of the industrial flow rate and the duration of the sampling event.

24. “Interference” means a discharge which, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the district’s waste discharge requirements (WDR) permit or

of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent state or local regulations: Section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any state regulations contained in any state sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.

25. "Local limit" means specific discharge limits developed and enforced by the district upon industrial or commercial facilities to implement the general and specific discharge prohibitions listed in 40 CFR 403.5(a)(1) and (b).

26. "Medical waste" means isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

27. "Monthly average" means the sum of all daily discharges measured during a calendar month divided by the number of daily discharges measured during that month.

28. "Monthly average limit" means the highest allowable average of daily discharges over a calendar month, calculated as the sum of all daily discharges measured during a calendar month divided by the number of daily discharges measured during that month.

29. New Source.

    a. Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed pretreatment standards under Section 307(c) of the Act which will be applicable to such source if such standards are thereafter promulgated in accordance with that section; provided, that:

        i. The building, structure, facility, or installation is constructed at a site at which no other source is located; or

        ii. The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or

        iii. The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source, should be considered.

    b. Construction on a site at which an existing source is located results in a modification rather than a new source if the construction does not create a new building, structure, facility, or installation meeting the criteria of subsection

(F)(29)(a)(ii) or (iii) of this section but otherwise alters, replaces, or adds to existing process or production equipment.

c. Construction of a new source as defined under this subsection has commenced if the owner or operator has:

i. Begun, or caused to begin, as part of a continuous on-site construction program any placement, assembly, or installation of facilities or equipment; or significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this subsection.

30. "Noncontact cooling water" means water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product, or finished product.

31. "Pass through" means a discharge which exits the POTW in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the district's WDR permit, including an increase in the magnitude or duration of a violation.

32. "Person" means any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all federal, state, and local governmental entities.

33. "pH" means a measure of the acidity or alkalinity of a solution, expressed in standard units.

34. "Pollutant" means dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, and certain characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, BOD, COD, toxicity, or odor).

35. "Premises" means any lot, piece or parcel of land, building or establishment.

36. "Pretreatment" means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable pretreatment standard.

37. “Pretreatment requirements” means any substantive or procedural requirement related to pretreatment imposed on a user, other than a pretreatment standard.

38. Pretreatment Standard or Standards. “Pretreatment standards” shall mean prohibited discharge standards, categorical pretreatment standards, and local limits.

39. “Prohibited discharge standards” or “prohibited discharges” means the discharge of certain substances; these prohibitions appear in HDWDC 8.15.020(A).

40. “Publicly owned treatment works” or “POTW” means a treatment works, as defined by Section 212 of the Act (33 U.S.C. 1292), which is owned by the district. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances which convey wastewater to a treatment plant.

41. “Sanitary sewage” means sewage which originates in the sanitary conveniences of a dwelling, business building, factory or institution.

42. “Septic tank waste” means any sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks.

43. “Service connection” means the connection connecting the building sewer with the sewer lateral, as defined below.

44. “Sewer lateral” or “building sewer” means the sewer pipeline from a building sewer to a collection line.

45. “Sewage” means a combination of water and carried wastes from residences, business buildings, institutions and industrial establishments. Sewage includes human excrement and gray water (household showers, dishwashing operations, etc.).

46. “Sewer service” means sewage, wastewater and industrial wastewater collection, transmission, treatment and disposal service provided by the district.

47. Significant Industrial User.

    a. A user subject to categorical pretreatment standards; or

    b. A user that:

        i. Discharges an average of 25,000 gpd or more of process wastewater to the POTW (excluding sanitary, noncontact cooling, and boiler blowdown wastewater);

        ii. Contributes a process wastestream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or

        iii. Is designated as such by the district on the basis that it has a reasonable potential for adversely affecting the POTW’s operation or for violating any pretreatment standard or requirement.

c. The district may determine that an industrial user subject to categorical pretreatment standards is a nonsignificant categorical industrial user rather than a significant industrial user on a finding that the industrial user never discharges more than 100 gallons per day (gpd) of total categorical wastewater (excluding sanitary, noncontact cooling and boiler blowdown wastewater, unless specifically included in the pretreatment standard) and the following conditions are met:

i. The industrial user, prior to the district's finding, has consistently complied with all applicable categorical pretreatment standards and requirements;

ii. The industrial user annually submits the certification statement required in HDWDC 8.15.060(M) (see 40 CFR 403.12(q)), together with any additional information necessary to support the certification statement;

iii. The industrial user never discharges any untreated concentrated wastewater; and

iv. The industrial user complies with any other district requirements.

d. Upon a finding that a user meeting the criteria in subsection (F)(47)(b) of this section has no reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement, the district may at any time, on its own initiative or in response to a petition received from a user, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such user should not be considered a significant industrial user.

48. "Slug load" or "slug" means any discharge at a flow rate or concentration which could cause a violation of the prohibited discharge standards in HDWDC 8.15.020(A). A slug discharge is any discharge of a nonroutine, episodic nature, including but not limited to an accidental spill or a noncustomary batch discharge, which has a reasonable potential to cause interference or pass through, or in any other way violate the POTW's regulations, local limits or permit conditions.

49. "Standard Industrial Classification Code" means a classification pursuant to the Standard Industrial Classification Manual issued by the United States Office of Management and Budget.

50. "Storm water" means any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.

51. "Suspended solids" means the total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and which is removable by laboratory filtering.

52. "User" or "industrial user" means a source of indirect discharge.

53. "Wastewater" means liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.

54. “Wastewater treatment plant” or “treatment plant” means that portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste. [Ord. 87, 2019].

8.15.020 General sewer use requirements.

A. Prohibited Discharge Standards.

1. General Prohibitions. No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other national, state, or local pretreatment standards or requirements.

2. Specific Prohibitions. No user shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater or process or store such pollutants in such a manner that they could be discharged to the POTW:

    a. Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, waste streams with a closed-cup flashpoint of less than 140 degrees F (60 degrees C) using the test methods specified in 40 CFR 261.21;

    b. Wastewater having a pH less than 5.0 or more than 9.0, or otherwise causing corrosive structural damage to the POTW or equipment;

    c. Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference but in no case solids greater than one-quarter inch or 0.635 centimeters in any dimension;

    d. Pollutants, including oxygen-demanding pollutants (BOD, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with the POTW;

    e. Wastewater having a temperature greater than 160 degrees F (71 degrees C), or which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees F (40 degrees C);

    f. Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass through;

    g. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;

    h. Trucked or hauled pollutants, except at discharge points designated by the general manager in accordance with HDWDC 8.15.030(D);

    i. Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a

public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;

j. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the district's WDR permit;

k. Wastewater containing any radioactive wastes or isotopes except in compliance with applicable state or federal regulations;

l. Storm water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact cooling water, and unpolluted wastewater, unless specifically authorized by the general manager;

m. Sludges, screenings, or other residues from the pretreatment of industrial wastes;

n. Medical wastes, except as specifically authorized by the general manager in a wastewater discharge permit;

o. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail a toxicity test;

p. Detergents, surface-active agents, or other substances which may cause excessive foaming in the POTW;

q. Fats, oils, or greases of animal or vegetable origin in concentrations greater than 100 mg/l;

r. Wastewater causing two readings on an explosion hazard meter at the point of discharge into the POTW, or at any point in the POTW, of more than five percent or any single reading over 10 percent of the lower explosive limit of the meter;

s. Septic tank or cesspool drainage or pumpage without prior approval of the general manager;

t. Any paints or waste products from paint manufacture;

u. Any ashes, cinders, sand, earth, coal, rubbish or metals of any kind;

v. Any greases, oils and sludges from service stations, garages, repair shops, machine shops, cleaning establishments or other industries or establishments;

w. Hazardous wastes.

B. National Categorical Pretreatment Standards. Users must comply with the categorical pretreatment standards found at 40 CFR Chapter I, Subchapter N, Parts 405 through 471.

1. Where a categorical pretreatment standard is expressed only in terms of either the mass or the concentration of a pollutant in wastewater, the general manager may impose equivalent concentration or mass limits in accordance with subsections (B)(5) and (6) of this section.

2. When the limits in a categorical pretreatment standard are expressed only in terms of mass of pollutant per unit of production, the general manager may convert the limits to equivalent limitations expressed either as mass of pollutant discharged per day or effluent concentration for purposes of calculating effluent limitations applicable to individual industrial users.

3. When wastewater subject to a categorical pretreatment standard is mixed with wastewater not regulated by the same standard, the general manager shall impose an alternate limit using the combined wastestream formula in 40 CFR 403.6(e).

4. A categorical industrial user may obtain a net/gross adjustment to a categorical pretreatment standard in accordance with the following subsections:

    a. Categorical pretreatment standards may be adjusted to reflect the presence of pollutants in the industrial user's intake water in accordance with this section. Any industrial user wishing to obtain credit for intake pollutants must make application to the district. Upon request of the industrial user, the applicable standard will be calculated on a "net" basis (i.e., adjusted to reflect credit for pollutants in the intake water) if the requirements of subsection (B)(2) of this section are met.

    b. Criteria.

        i. Either (A) The applicable categorical pretreatment standards contained in 40 CFR Chapter I, Subchapter N specifically provide that they shall be applied on a net basis; or (B) the industrial user demonstrates that the control system it proposes or uses to meet applicable categorical pretreatment standards would, if properly installed and operated, meet the standards in the absence of pollutants in the intake waters.

        ii. Credit for generic pollutants such as biochemical oxygen demand (BOD), total suspended solids (TSS), and oil and grease should not be granted unless the industrial user demonstrates that the constituents of the generic measure in the user's effluent are substantially similar to the constituents of the generic measure in the intake water or unless appropriate additional limits are placed on process water pollutants either at the outfall or elsewhere.

        iii. Credit shall be granted only to the extent necessary to meet the applicable categorical pretreatment standard(s), up to a maximum value equal to the influent value. Additional monitoring may be necessary to determine eligibility for credits and compliance with standard(s) adjusted under this section.

        iv. Credit shall be granted only if the user demonstrates that the intake water is drawn from the same body of water as that into which the POTW

discharges. The district may waive this requirement if it finds that no environmental degradation will result.

5. When a categorical pretreatment standard is expressed only in terms of pollutant concentrations, an industrial user may request that the district convert the limits to equivalent mass limits. The determination to convert concentration limits to mass limits is within the discretion of the general manager. The district may establish equivalent mass limits only if the industrial user meets all the conditions set forth in subsections (B)(5)(a)(i) through (v) of this section.

    a. To be eligible for equivalent mass limits, the industrial user must:

        i. Employ, or demonstrate that it will employ, water conservation methods and technologies that substantially reduce water use during the term of its individual wastewater discharge permit;

        ii. Currently use control and treatment technologies adequate to achieve compliance with the applicable categorical pretreatment standard, and not have used dilution as a substitute for treatment;

        iii. Provide sufficient information to establish the facility's actual average daily flow rate for all waste streams, based on data from a continuous effluent flow monitoring device, as well as the facility's long-term average production rate. Both the actual average daily flow rate and the long-term average production rate must be representative of current operating conditions;

        iv. Not have daily flow rates, production levels, or pollutant levels that vary so significantly that equivalent mass limits are not appropriate to control the discharge;

        v. Have consistently complied with all applicable categorical pretreatment standards during the period prior to the industrial user's request for equivalent mass limits; and

        vi. Comply with all other district requirements.

    b. An industrial user subject to equivalent mass limits must:

        i. Maintain and effectively operate control and treatment technologies adequate to achieve compliance with the equivalent mass limits;

        ii. Continue to record the facility's flow rates through the use of a continuous effluent flow monitoring device;

        iii. Continue to record the facility's production rates and notify the general manager whenever production rates are expected to vary by more than 20 percent from its baseline production rates determined in subsection (B)(5)(a)(iii) of this section. Upon notification of a revised production rate, the general manager will reassess the equivalent mass limit and revise the limit as necessary to reflect changed conditions at the facility; and

iv. Continue to employ the same or comparable water conservation methods and technologies as those implemented pursuant to subsection (B)(5)(a)(i) of this section so long as it discharges under an equivalent mass limit.

c. When developing equivalent mass limits, the general manager:

i. Will calculate the equivalent mass limit by multiplying the actual average daily flow rate of the regulated process(es) of the industrial user by the concentration-based daily maximum and monthly average standard for the applicable categorical pretreatment standard and the appropriate unit conversion factor

ii. Upon notification of a revised production rate, will reassess the equivalent mass limit and recalculate the limit as necessary to reflect changed conditions at the facility; and

iii. May retain the same equivalent mass limit in subsequent individual wastewater discharger permit terms if the industrial user's actual average daily flow rate was reduced solely as a result of the implementation of water conservation methods and technologies, and the actual average daily flow rates used in the original calculation of the equivalent mass limit were not based on the use of dilution as a substitute for treatment pursuant to subsection (F) of this section.

6. The general manager may convert the mass limits of the categorical pretreatment standards of 40 CFR Parts 414, 419, and 455 to concentration limits for purposes of calculating limitations applicable to individual industrial users. The conversion is at the discretion of the general manager.

7. Once included in its permit, the industrial user must comply with the equivalent limitations developed in this subsection (B) in lieu of the promulgated categorical standards from which the equivalent limitations were derived.

8. Many categorical pretreatment standards specify one limit for calculating maximum daily discharge limitations and a second limit for calculating maximum monthly average, or four-day average, limitations. Where such standards are being applied, the same production or flow figure shall be used in calculating both the average and the maximum equivalent limitation.

9. Any industrial user operating under a permit incorporating equivalent mass or concentration limits calculated from a production-based standard shall notify the general manager within two business days after the user has a reasonable basis to know that the production level will significantly change within the next calendar month. Any user not notifying the superintendent of such anticipated change will be required to meet the mass or concentration limits in its permit that were based on the original estimate of the long-term average production rate.

C. State Pretreatment Standards. Users must comply with pretreatment standards authorized pursuant to California Government Code Section 54739.

D. Local Limits.

1. The general manager is authorized to establish local limits pursuant to 40 CFR 403.5(c).

2. *Reserved.*

3. The general manager may develop BMPs by ordinance or in individual wastewater discharge permits or general permits, to implement local limits and the requirements of subsection (A) of this section.

E. District's Right of Revision. The district reserves the right to establish, by ordinance or in wastewater discharge permits, more stringent standards or requirements on discharges to the POTW.

F. Dilution. No user shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable pretreatment standard or requirement. The general manager may impose mass limitations on users who are using dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.

G. Tampering Prohibited. No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is part of the POTW.

H. Separate Agreements Permitted. No statement contained in this chapter shall be construed as preventing any special agreement or arrangement between the district and any person or user whereby otherwise noncompliant discharge may be accepted by the district for treatment, subject to payment therefor, by the person or user. [Ord. 87, 2019].

8.15.030 Pretreatment of wastewater.

A. Pretreatment Facilities. Users shall provide wastewater treatment as necessary to comply with this chapter and shall achieve compliance with all categorical pretreatment standards, local limits, and the prohibitions set out in HDWDC 8.15.020(A) within the time limitations specified by EPA, the state, or the general manager, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the user's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the general manager for review, and shall be acceptable to the general manager before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the user from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to the district under the provisions of this chapter.

B. Additional Pretreatment Measures.

1. Whenever deemed necessary, the general manager may require users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams, and such other conditions as may be necessary to protect the POTW and determine the user's compliance with the requirements of this chapter.

2. The general manager may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. A wastewater discharge permit may be issued solely for flow equalization.

3. Grease, oil and sand interceptors must be provided when, in the opinion of the general manager, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors are not required for residential users. All interception units shall be of a type and capacity approved by the general manager and must be located to be easily accessible for cleaning and inspection. All interception units must be installed in accordance with the provisions of this chapter. These interceptors must be inspected, cleaned, and repaired regularly, as needed, by the owner at his or her sole expense. New and existing users that are determined by the general manager to have a reasonable potential to adversely impact the POTW must install a grease, oil or sand interceptor.

4. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

C. Accidental Discharge/Slug Control Plans. The general manager shall evaluate whether each SIU needs an accidental discharge/slug discharge control plan or other action to control slug discharges. The general manager may require any user to develop, submit for approval, and implement such a plan or take such other action that may be necessary to control slug discharges. Alternatively, the general manager may develop such a plan for any user. An accidental discharge/slug discharge control plan shall address, at a minimum, the following:

1. Description of discharge practices, including nonroutine batch discharges;

2. Description of stored chemicals;

3. Procedures for immediately notifying the general manager of any accidental or slug discharge, as required by HDWDC 8.15.060(F); and

4. Procedures to prevent adverse impact from any accidental or slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling, and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and/or measures and equipment for emergency response.

D. Hauled Waste.

1. At such time when approved by the board of directors, septic tank waste may be introduced into the POTW only at locations designated by the general manager, and at such times as are established by the general manager. Such waste shall not violate HDWDC 8.15.020 or any other requirements established by the district. The general manager may require septic tank waste haulers to obtain wastewater discharge permits.

2. The general manager shall require haulers of industrial waste to obtain wastewater discharge permits. The general manager may require generators of hauled industrial waste to obtain wastewater discharge permits. The general manager also may prohibit the disposal of hauled industrial waste. The discharge of hauled industrial waste is subject to all other requirements of this chapter.

3. Industrial waste haulers may discharge loads only at locations designated by the general manager. No load may be discharged without prior consent of the general manager. The general manager may collect samples of each hauled load to ensure compliance with applicable standards. The general manager may require the industrial waste hauler to provide a waste analysis of any load prior to discharge.

4. Industrial waste haulers must provide a waste-tracking form for every load. This form shall include, at a minimum, the name and address of the industrial waste hauler, permit number, truck identification, names and addresses of sources of waste, and volume and characteristics of waste. The form shall identify the type of industry, known or suspected waste constituents, and whether any wastes are RCRA hazardous wastes. [Ord. 87, 2019].

8.15.40 dividual wastewater discharge permits and general permits.

A. Wastewater Analysis. When requested by the general manager, a user must submit information on the nature and characteristics of its wastewater within 60 days of the request. The general manager is authorized to prepare a form for this purpose and may periodically require users to update this information.

B. Individual Wastewater Discharge Permit and General Permit Requirement.

1. No significant industrial user shall discharge wastewater into the POTW without first obtaining an individual wastewater discharge permit or a general permit from the general manager.

2. The general manager may require other users to obtain individual wastewater discharge permits or general permits as necessary to carry out the purposes of this title.

3. Any violation of the terms and conditions of an individual wastewater discharge permit or a general permit shall be deemed a violation of this title and subjects the wastewater discharge permittee to the sanctions set out in HDWDC 8.15.100 through 8.15.120. Obtaining an individual wastewater discharge permit or a general permit does not relieve a permittee of its obligation to comply with all federal and state pretreatment standards or requirements or with any other requirements of federal, state, and local law.

C. Individual Wastewater Discharge and General Permitting – Existing Connections. Reserved.

D. Individual Wastewater Discharge and General Permitting – New Connections. Any user required to obtain an individual wastewater discharge permit or a general permit who proposes to begin or recommence discharging into the POTW must obtain such permit prior to the beginning or recommencing of such discharge. An application for this individual wastewater discharge permit or general permit, in accordance with subsection

(E) of this section, must be filed at least 30 days prior to the date upon which any discharge will begin or recommence.

E. Individual Wastewater Discharge and General Permit Application Contents.

1. All users required to obtain an individual wastewater discharge permit or a general permit must submit a permit application. Users that are eligible may request a general permit under subsection (F) of this section. The general manager may require users to submit all or some of the following information as part of a permit application:

a. Identifying Information.

i. The name and address of the facility, including the name of the operator and owner.

ii. Contact information, description of activities, facilities, and plant production processes on the premises;

b. Environmental Permits. A list of any environmental control permits held by or for the facility;

c. Description of Operations.

i. A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production), and standard industrial classifications of the operation(s) carried out by such user. This description should include a schematic process diagram, which indicates points of discharge to the POTW from the regulated processes;

ii. Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW;

iii. Number and type of employees, hours of operation, and proposed or actual hours of operation;

iv. Type and amount of raw materials processed (average and maximum per day);

v. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge;

d. Time and duration of discharges;

e. The location for monitoring all wastes covered by the permit;

f. Flow Measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined waste stream formula pursuant to HDWDC 8.15.020(B)(3) and 40 CFR 403.6(e);

g. Measurement of Pollutants.

i. The categorical pretreatment standards applicable to each regulated process and any new categorically regulated processes for existing sources.

ii. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the standard or by the general manager, of regulated pollutants in the discharge from each regulated process.

iii. Instantaneous, daily maximum, and long-term average concentrations, or mass, where required, shall be reported.

iv. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in HDWDC 8.15.060(I) and (J). Where the standard requires compliance with a BMP or pollution prevention alternative, the user shall submit documentation as required by the general manager or the applicable standards to determine compliance with the standard.

v. Sampling must be performed in accordance with procedures set out in HDWDC 8.15.060(J);

h. Any requests for a monitoring waiver (or a renewal of an approved monitoring waiver) for a pollutant neither present nor expected to be present in the discharge based on HDWDC 8.15.060(D)(2);

i. Any request to be covered by a general permit based on subsection (F) of this section;

j. Any other information as may be deemed necessary by the general manager to evaluate the permit application.

k. Incomplete or inaccurate applications will not be processed and will be returned to the user for revision.

F. Wastewater Discharge Permitting – General Permits.

1. At the discretion of the general manager, the general manager may use general permits to control SIU discharges to the POTW if the following conditions are met. All facilities to be covered by a general permit must:

a. Involve the same or substantially similar types of operations;

b. Discharge the same types of wastes;

c. Require the same effluent limitations;

d. Require the same or similar monitoring; and

e. In the opinion of the general manager, are more appropriately controlled under a general permit than under individual wastewater discharge permits.

2. To be covered by the general permit, the SIU must file a written request for coverage that identifies its contact information, production processes, the types of wastes generated, the location for monitoring all wastes covered by the general permit, any requests in accordance with HDWDC 8.15.060(D)(2) for a monitoring waiver for a pollutant neither present nor expected to be present in the discharge, and any other information the POTW deems appropriate. A monitoring waiver for a pollutant neither present nor expected to be present in the discharge is not effective in the general permit until after the general manager has provided written notice to the SIU that such a waiver request has been granted in accordance with HDWDC 8.15.060(D)(2).

3. The general manager will retain a copy of the general permit, documentation to support the POTW's determination that a specific SIU meets the criteria in subsections (F)(1)(a) through (e) of this section and applicable state regulations, and a copy of the user's written request for coverage for three years after the expiration of the general permit.

4. The general manager may not control an SIU through a general permit where the facility is subject to production-based categorical pretreatment standards or categorical pretreatment standards expressed as mass of pollutant discharged per day or for IUs whose limits are based on the combined wastestream formula (HDWDC 8.15.020(B)(3)) or net/gross calculations (HDWDC 8.15.020(B)(4)).

G. Application Signatories and Certification.

1. All wastewater discharge permit applications, user reports and certification statements must be signed by an authorized representative of the user and contain the certification statement in HDWDC 8.15.060(M)(1).

2. If the designation of an authorized representative is no longer accurate because a different individual or position has responsibility for the overall operation of the facility or overall responsibility for environmental matters for the company, a new written authorization satisfying the requirements of this section must be submitted to the general manager prior to or together with any reports to be signed by an authorized representative.

3. A facility determined to be a nonsignificant categorical industrial user by the general manager pursuant to HDWDC 8.15.010(F)(47)(c) must annually submit the signed certification statement in HDWDC 8.15.060(M)(2).

H. Wastewater Discharge Permit Decisions. The general manager will evaluate the data furnished by the user and may require additional information. Within 60 days of receipt of a complete permit application, the general manager will determine whether to issue an individual wastewater discharge permit or a general permit. The general manager may deny any application for an individual wastewater discharge permit or a general permit. [Ord. 87, 2019].

8.15.050 Individual wastewater discharge and general permit issuance.

A. Wastewater Discharge Permit Duration. An individual wastewater discharge permit or a general permit shall be issued for a specified time period, not to exceed five years from the effective date of the permit. An individual wastewater discharge permit or a general permit

may be issued for a period less than five years, at the discretion of the general manager. Each individual wastewater discharge permit or a general permit will indicate a specific date upon which it will expire.

B. Wastewater Discharge Permit Contents. An individual wastewater discharge permit or a general permit shall include such conditions as are deemed reasonably necessary by the general manager to prevent pass through or interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.

1. Individual wastewater discharge permits and general permits must contain:

    a. A statement that indicates the wastewater discharge permit issuance date, expiration date and effective date;

    b. A statement that the wastewater discharge permit is nontransferable without prior notification to the district in accordance with subsection (E) of this section, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit;

    c. Effluent limits, including BMPs, based on applicable pretreatment standards;

    d. Self-monitoring, sampling, reporting, notification, and recordkeeping requirements. These requirements shall include an identification of pollutants (or BMPs) to be monitored, sampling location, sampling frequency, and sample type based on federal, state, and local law;

    e. The process for seeking a waiver from monitoring for a pollutant neither present nor expected to be present in the discharge in accordance with HDWDC 8.15.060(D)(2);

    f. A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable federal, state, or local law;

    g. Requirements to control slug discharge, if determined by the general manager to be necessary; and

    h. Any grant of the monitoring waiver by the general manager (HDWDC 8.15.060(D)(2)) must be included as a condition in the user's permit or other control mechanism.

2. Individual wastewater discharge permits or general permits may contain, but need not be limited to, the following conditions:

    a. Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization;

    b. Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works;

c. Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or nonroutine discharges;

d. Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW;

e. The unit charge or schedule of user charges and fees for the management of the wastewater discharged to the POTW;

f. Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices;

g. A statement that compliance with the individual wastewater discharge permit or the general permit does not relieve the permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those which become effective during the term of the individual wastewater discharge permit or the general permit;

h. Proof of an agreement between the district and new discharger that any additional capacity fees or "sewer fees" have been received and/or agreed upon; and

i. Other conditions as deemed appropriate by the general manager to ensure compliance with this title, and state and federal laws, rules, and regulations.

C. Permit Issuing Process.

1. Public Notification. The general manager will publish in an official government publication and/or newspaper(s) of general circulation that provides meaningful public notice within the jurisdiction(s) served by the POTW, or on a web page, a notice to issue a pretreatment permit, at least 30 days prior to issuance. The notice will indicate a location where the draft permit may be reviewed and an address where written comments may be submitted.

2. Permit Appeals. The general manager shall provide public notice of the issuance of an individual wastewater discharge permit or a general permit. Any person, including the user, may petition the general manager to reconsider the terms of an individual wastewater discharge permit or a general permit within 30 days of notice of its issuance.

   a. Failure to submit a timely petition for review shall be deemed to be a waiver of the administrative appeal.

   b. In its petition, the appealing party must indicate the individual wastewater discharge permit or general permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to place in the individual wastewater discharge permit or a general permit.

   c. The effectiveness of the individual wastewater discharge permit or a general permit shall not be stayed pending the appeal.

d. If the general manager fails to act within 30 days, a request for reconsideration shall be deemed to be denied. Decisions not to reconsider an individual wastewater discharge permit or a general permit, not to issue an individual wastewater discharge permit or a general permit, or not to modify an individual wastewater discharge permit or a general permit shall be considered final administrative actions for purposes of judicial review.

e. Aggrieved parties seeking judicial review of the final administrative individual wastewater discharge permit or general permit decision must do so by filing a complaint with the superior court of the county of San Bernardino.

D. Permit Modification.

1. The general manager may modify an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:

   a. To incorporate any new or revised federal, state, or local pretreatment standards or requirements;

   b. To address significant alterations or additions to the user's operation, processes, or wastewater volume or character since the time of the individual wastewater discharge permit issuance;

   c. A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;

   d. Information indicating that the permitted discharge poses a threat to the district's POTW, district personnel, or the receiving waters;

   e. Violation of any terms or conditions of the individual wastewater discharge permit;

   f. Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting;

   g. Revision of or a grant of variance from categorical pretreatment standards pursuant to 40 CFR 403.13;

   h. To correct typographical or other errors in the individual wastewater discharge permit;

   i. To reflect a transfer of the facility ownership or operation to a new owner or operator where requested in accordance with subsection (E) of this section; or

   j. If the discharger becomes delinquent or fails to pay capacity, assessment and/or operation and maintenance fees.

2. The general manager may modify a general permit for good cause, including, but not limited to, the following reasons:

   a. To incorporate any new or revised federal, state, or local pretreatment standards or requirements;

b. A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.

c. To correct typographical or other errors in the individual wastewater discharge permit; or

d. To reflect a transfer of the facility ownership or operation to a new owner or operator where requested in accordance with subsection (E) of this section.

E. Individual Wastewater Discharge Permit and General Permit Transfer. Individual wastewater discharge permits or coverage under general permits may be transferred to a new owner or operator only if the permittee gives at least 30 days' advance notice to the general manager and the general manager approves the individual wastewater discharge permit or the general permit coverage transfer. The notice to the general manager must include a written certification by the new owner or operator which:

1. States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;

2. Identifies the specific date on which the transfer is to occur; and

3. Acknowledges full responsibility for complying with the existing individual wastewater discharge permit or general permit.

Failure to provide advance notice of a transfer renders the individual wastewater discharge permit or coverage under the general permit void as of the date of facility transfer.

F. Individual Wastewater Discharge Permit and General Permit Revocation. The general manager may revoke an individual wastewater discharge permit or coverage under a general permit for good cause, including, but not limited to, the following reasons:

1. Failure to notify the general manager of significant changes to the wastewater prior to the changed discharge;

2. Failure to provide prior notification to general manager of changed conditions pursuant to HDWDC 8.15.060(E);

3. Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application;

4. Falsifying self-monitoring reports and certification statements;

5. Tampering with monitoring equipment;

6. Refusing to allow the general manager timely access to the facility premises and records;

7. Failure to meet effluent limitations;

8. Failure to pay fines;

9. Failure to pay sewer fees;

10. Failure to meet compliance schedules;

11. Failure to complete a wastewater survey or the wastewater discharge permit application;

12. Failure to provide advance notice of the transfer of business ownership of a permitted facility; or

13. Violation of any pretreatment standard or requirement, or any terms of the wastewater discharge permit or the general permit or this title.

Individual wastewater discharge permits or coverage under general permits shall be voidable upon cessation of operations or transfer of business ownership. All individual wastewater discharge permits or general permits issued to a user are void upon the issuance of a new individual wastewater discharge permit or a general permit to that user.

G. Individual Wastewater Discharge Permit and General Permit Reissuance. A user with an expiring individual wastewater discharge permit or general permit shall apply for individual wastewater discharge permit or general permit reissuance by submitting a complete permit application, in accordance with HDWDC 8.15.040(E), a minimum of 90 days prior to the expiration of the user's existing individual wastewater discharge permit or general permit. [Ord. 87, 2019].

8.15.060 Reporting requirements.

A. Baseline Monitoring Reports.

1. Within either 180 days after the effective date of a categorical pretreatment standard or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later, existing categorical industrial users currently discharging to or scheduled to discharge to the POTW shall submit to the general manager a report which contains the information listed in subsection (A)(2) of this section. At least 90 days prior to commencement of their discharge, new sources, and sources that become categorical industrial users subsequent to the promulgation of an applicable categorical standard, shall submit to the general manager a report which contains the information listed in subsection (A)(2) of this section. A new source shall report the method of pretreatment it intends to use to meet applicable categorical standards. A new source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.

2. Users described above shall submit the information set forth below.

a. All information required in HDWDC 8.15.040(E)(1)(a)(i), (b), (c)(i), and (f).

b. Measurement of Pollutants.

i. The user shall provide the information required in HDWDC 8.15.040(E)(1)(g)(i) through (v).

ii. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the standard or by the general manager, of regulated pollutants in the discharge from each regulated process.

iii. The user shall take a minimum of one representative sample to compile that data necessary to comply with the requirements of this subsection.

iv. Samples should be taken immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment the user should measure the flows and concentrations necessary to allow use of the combined wastestream formula in 40 CFR 403.6(e) to evaluate compliance with the pretreatment standards. Where an alternate concentration or mass limit has been calculated in accordance with 40 CFR 403.6(e) this adjusted limit along with supporting data shall be submitted to the district.

v. Sampling and analysis shall be performed in accordance with subsection (I) of this section.

vi. The general manager may allow the submission of a baseline report which utilizes only historical data so long as the data provides information sufficient to determine the need for industrial pretreatment measures.

vii. The baseline report shall indicate the time, date and place of sampling and methods of analysis, and shall certify that such sampling and analysis is representative of normal work cycles and expected pollutant discharges to the POTW.

c. Certification. A statement, reviewed by the user's authorized representative and certified by a qualified professional, indicating whether pretreatment standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the pretreatment standards and requirements.

d. Compliance Schedule. If additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment and/or O&M. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. A compliance schedule pursuant to this section must meet the requirements set out in subsection (B) of this section.

e. Signature and Report Certification. All baseline monitoring reports must be certified in accordance with subsection (M)(1) of this section and signed by an authorized representative as defined in HDWDC 8.15.010(F)(3).

B. Compliance Schedule Progress Reports. The following conditions shall apply to the compliance schedule required by subsection (A)(2)(d) of this section:

1. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major

components, commencing and completing construction, and beginning and conducting routine operation);

2. No increment referred to above shall exceed nine months;

3. The user shall submit a progress report to the general manager no later than 14 days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the user to return to the established schedule; and

4. In no event shall more than nine months elapse between such progress reports to the general manager.

C. Reports on Compliance with Categorical Pretreatment Standard Deadline. Within 90 days following the date for final compliance with applicable categorical pretreatment standards, or in the case of a new source following commencement of the introduction of wastewater into the POTW, any user subject to such pretreatment standards and requirements shall submit to the general manager a report containing the information described in HDWDC 8.15.040(E)(1)(f) and (g) and subsection (A)(2)(b) of this section. For users subject to equivalent mass or concentration limits established in accordance with the procedures in 40 CFR 403.6(c), this report shall contain a reasonable measure of the user's long-term production rate. For all other users subject to categorical pretreatment standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the user's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with subsection (M)(1) of this section. All sampling will be done in conformance with subsection (J) of this section.

D. Periodic Compliance Reports.

1. Except as specified in subsection (D)(3) of this section, all significant industrial users must, at a frequency determined by the general manager, submit no less than twice per year (June and December) reports indicating the nature, concentration of pollutants in the discharge which are limited by pretreatment standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where the pretreatment standard requires compliance with a BMP or pollution prevention alternative, the user must submit documentation required by the general manager or the pretreatment standard necessary to determine the compliance status of the user.

2. In its sole discretion, the district may authorize an industrial user subject to a categorical pretreatment standard to forego sampling of a pollutant regulated by a categorical pretreatment standard if the industrial user has demonstrated through sampling and other technical factors that the pollutant is neither present nor expected to be present in the discharge, or is present only at background levels from intake water and without any increase in the pollutant due to activities of the industrial user. This authorization is subject to the following conditions:

    a. The waiver may be authorized where a pollutant is determined to be present solely due to sanitary wastewater discharged from the facility; provided, that

the sanitary wastewater is not regulated by an applicable categorical standard and otherwise includes no process wastewater.

b. The monitoring waiver is valid only for the duration of the effective period of the individual wastewater discharge permit, but in no case longer than five years. The user must submit a new request for the waiver before the waiver can be granted for each subsequent individual wastewater discharge permit. See HDWDC 8.15.040(E)(1)(h).

c. In making a demonstration that a pollutant is not present, the industrial user must provide data from at least one sampling of the facility's process wastewater prior to any treatment present at the facility that is representative of all wastewater from all processes.

d. The request for a monitoring waiver must be signed by the user's authorized representative and include the certification statement in subsection (M)(1) of this section (40 CFR 403.6(a)(2)(ii)).

e. Nondetectable sample results may be used only as a demonstration that a pollutant is not present if the EPA approved method from 40 CFR Part 136 with the lowest minimum detection level for that pollutant was used in the analysis.

f. Any grant of the monitoring waiver by the general manager must be included as a condition in the user's permit. The reasons supporting the waiver and any information submitted by the user in its request for the waiver must be maintained by the general manager for three years after expiration of the waiver.

g. Upon approval of the monitoring waiver and revision of the user's permit by the general manager, the industrial user must certify on each report, with the statement in subsection (M)(3) of this section, that there has been no increase in the pollutant in its waste stream due to activities of the industrial user.

h. In the event that a waived pollutant is found to be present or is expected to be present because of changes that occur in the user's operations, the user must immediately comply with the monitoring requirements of subsection (D)(1) of this section, or other more frequent monitoring requirements imposed by the general manager, and notify the general manager.

i. This provision does not supersede certification processes and requirements established in categorical pretreatment standards, except as otherwise specified in the categorical pretreatment standard.

j. User must comply with any other district requirements.

3. The district may reduce the requirement for periodic compliance reports to a requirement to report no less frequently than once a year, unless required more frequently in the pretreatment standard or by federal or state law, where the industrial user's total categorical wastewater flow does not exceed any of the following:

a. One hundred gallons, or 5,000 gallons per day, whichever is smaller, as measured by a continuous effluent flow monitoring device unless the industrial user discharges in batches.

b. Reserved.

c. Reserved.

Reduced reporting is not available to industrial users that have in the last two years been in significant noncompliance, as defined in HDWDC 8.15.090. In addition, reduced reporting is not available to an industrial user with daily flow rates, production levels, or pollutant levels that vary so significantly that, in the opinion of the general manager, decreasing the reporting requirement for this industrial user would result in data that are not representative of conditions occurring during the reporting period.

Users subject to the reduced reporting requirement of this section must notify the district immediately of any changes at its facility causing it to no longer meet the conditions of subsection (D)(3)(a) of this section. Upon notification, the user must immediately begin complying with the minimum reporting in subsection (D)(1) of this section.

4. All periodic compliance reports must be signed and certified in accordance with subsection (M)(1) of this section.

5. All wastewater samples must be representative of the user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a user to keep its monitoring facility in good working order shall not be grounds for the user to claim that sample results are unrepresentative of its discharge.

6. If a user subject to the reporting requirement in this section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the general manager, using the procedures prescribed in subsection (J) of this section, the results of this monitoring shall be included in the report.

7. Users required under state or federal law to submit electronic (digital) documents to any electronic reporting or regulatory information tracking system, including the California Integrated Water Quality System Project (CIWQS), must also submit documents to the district to satisfy the requirements of this section and may submit such documents by electronic means.

E. Reports of Changed Conditions. Each user must notify the general manager of any significant changes to the user's operations or system which might alter the nature, quality, or volume of its wastewater at least 30 days before the change.

1. The general manager may require the user to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under HDWDC 8.15.040(E).

2. The general manager may reissue an individual wastewater discharge permit or a general permit under HDWDC 8.15.050(G) or modify an existing wastewater discharge permit or a general permit under HDWDC 8.15.050(D) in response to changed conditions or anticipated changed conditions.

F. Reports of Potential Problems.

1. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, a slug discharge or slug load, that might cause potential problems for the POTW, the user shall immediately telephone and notify the general manager of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the user.

2. Within five days following such discharge, the user shall, unless waived by the general manager, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties, or other liability which may be imposed pursuant to this title.

3. A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees who to call in the event of a discharge described in subsection (F)(1) of this section. Employers shall ensure that all employees, who could cause such a discharge to occur, are advised of the emergency notification procedure.

4. Significant industrial users are required to notify the general manager immediately of any changes at its facility affecting the potential for a slug discharge.

G. Reports from Unpermitted Users. All users not required to obtain an individual wastewater discharge permit or general permit shall provide appropriate reports to the general manager as the general manager may require.

H. Notice of Violation/Repeat Sampling and Reporting. If sampling performed by a user indicates a violation, the user must notify the general manager within 24 hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the general manager within 30 days after becoming aware of the violation. Resampling by the industrial user is not required if the district performs sampling at the user's facility at least once a month, or if the district performs sampling at the user between the time when the initial sampling was conducted and the time when the user or the district receives the results of this sampling, or if the district has performed the sampling and analysis in lieu of the industrial user.

I. Analytical Requirements. All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the general manager or other parties approved by EPA.

J. Sample Collection. Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period.

1. Except as indicated in subsections (J)(2) and (3) of this section, the user must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the general manager. Where time-proportional composite sampling or grab sampling is authorized by the district, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the district, as appropriate. In addition, grab samples may be required to show compliance with instantaneous limits.

2. Samples for oil and grease, temperature, pH, cyanide, total phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.

3. For sampling required in support of baseline monitoring and 90-day compliance reports required in subsections (A) and (C) of this section, a minimum of four grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the general manager may authorize a lower minimum. For the reports required by subsection (D) of this section, the industrial user is required to collect the number of grab samples necessary to assess and assure compliance with applicable pretreatment standards and requirements.

K. Date of Receipt of Reports. Written reports will be deemed to have been submitted on the date postmarked. For reports which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

L. Recordkeeping. Users subject to the reporting requirements of this title shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this chapter, any additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements, and documentation associated with BMPs established under HDWDC 8.15.020(D)(3). Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three years. This period shall be automatically extended for the duration of any litigation concerning the user or the district, or where the user has been specifically notified of a longer retention period by the general manager.

M. Certification Statements.

1. Certification of Permit Applications, User Reports and Initial Monitoring Waiver. The following certification statement is required to be signed and submitted by users submitting permit applications in accordance with HDWDC 8.15.040(G); users submitting baseline monitoring reports under subsection (A)(2)(e) of this section; users submitting reports on compliance with the categorical pretreatment standard deadlines under subsection (C) of this section; users submitting periodic compliance reports required by subsections (A) through (D) of this section; and users submitting an initial request to forgo sampling of a pollutant on the basis of subsection (D)(2)(d) of this section. The following certification statement must be signed by an authorized representative as defined in HDWDC 8.15.010(F)(3):

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, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

2. Annual Certification for Nonsignificant Categorical Industrial Users. A facility determined to be a nonsignificant categorical industrial user by the general manager pursuant to HDWDC 8.15.010(F)(47)(c) and 8.15.040(G)(3) must annually submit the following certification statement signed by user's authorized representative pursuant to HDWDC 8.15.010(F)(3). This certification must accompany an alternative report required by general manager:

Based on my inquiry of the person or persons directly responsible for managing compliance with the categorical Pretreatment Standards under 40 CFR ____, I certify that, to the best of my knowledge and belief that during the period from _____, _____ to _____, _____ [months, days, year]:

The facility described as _____ [facility name] met the definition of a Non-Significant Categorical Industrial User as described in Section 8.15.010(F)(47)(c).

a. The facility complied with all applicable Pretreatment Standards and requirements during this reporting period; and

b. the facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period. This compliance certification is based on the following information.

_____
_____
_____

A. Certification of Pollutants Not Present. Users that have an approved monitoring waiver based on subsection (D)(2) of this section must certify on each report with the following statement that there has been no increase in the pollutant in its wastestream due to activities of the user:

Based on my inquiry of the person or persons directly responsible for managing compliance with the Pretreatment Standard for 40 CFR _____ [specify applicable National Pretreatment Standard

part(s)], I certify that, to the best of my knowledge and belief, there has been no increase in the level of _____ [list pollutant(s)] in the wastewaters due to the activities at the facility since filing of the last periodic report under Section 8.15.060(D)(1).

[Ord. 87, 2019].

8.15.070 Compliance monitoring.

A. Right of Entry – Inspection and Sampling. The general manager shall have the right to enter the premises of any user to determine whether the user is complying with all requirements of this chapter and any individual wastewater discharge permit or general permit or order issued hereunder. Users shall allow the general manager ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

    1. Where a user has security measures in force which require proper identification and clearance before entry into its premises, the user shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the general manager shall be permitted to enter without delay for the purposes of performing specific responsibilities.

    2. The general manager shall have the right to set up on the user's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user's operations. Such devices may include suitable control manholes together with such necessary meters and other appurtenances in the building sewer to facilitate monitoring. When required, such devices shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the general manager. Such devices shall be installed by the user at its expense, and shall be maintained by it so as to be safe and accessible at all times.

    3. The general manager may require the user to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the user at its own expense. All devices used to measure wastewater flow and quality shall be calibrated annually to ensure their accuracy.

    4. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the user at the written or verbal request of the general manager and shall not be replaced. The costs of clearing such access shall be borne by the user.

    5. Unreasonable delays in allowing the general manager access to the user's premises shall be a violation of this chapter.

B. Search Warrants. If the general manager has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this chapter, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the district designed to verify compliance with this chapter or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, the general manager may seek issuance of a search warrant from the superior court of San Bernardino County.

C. Use of Easements. The general manager, bearing proper credentials and identification, shall be permitted to enter all private properties through which the district holds an easement for the purpose of, but not limited to, inspection, observation, measurement, sampling, repair, replacement and maintenance of any portion of the POTW lying within said easement. All entry and subsequent work, if any, on said easements, shall be done in full accordance with the terms of the easement pertaining to the private property involved. [Ord. 87, 2019].

8.15.080 Confidential information.

Information and data on a user obtained from reports, surveys, wastewater discharge permit applications, individual wastewater discharge permits, general permits, and monitoring programs, and from the general manager's inspection and sampling activities, shall be available to the public without restriction, unless the user specifically requests, and is able to demonstrate to the satisfaction of the general manager, that the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable state law. Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the user furnishing a report that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other effluent data, as defined at 40 CFR 2.302, shall not be recognized as confidential information and shall be available to the public without restriction. [Ord. 87, 2019].

8.15.090 Publication of users in significant noncompliance.

A. The general manager shall publish annually, in a newspaper of general circulation that provides meaningful public notice within the jurisdictions served by the POTW, a list of the users which, at any time during the previous 12 months, were in significant noncompliance with applicable pretreatment standards and requirements. The term "significant noncompliance" shall be applicable to all significant industrial users (or any other industrial user that violates subsection (A)(3), (4) or (8) of this section) and shall mean:

1. Chronic violations of wastewater discharge limits, defined here as those in which 66 percent or more of all the measurements taken for the same pollutant parameter taken during a six-month period exceed (by any magnitude) a numeric pretreatment standard or requirement, including instantaneous limits as defined in HDWDC 8.15.020;

2. Technical review criteria (TRC) violations, defined here as those in which 33 percent or more of wastewater measurements taken for each pollutant parameter during a six-month period equals or exceeds the product of the numeric pretreatment standard or requirement including instantaneous limits, as defined by HDWDC 8.15.020, multiplied by the applicable criteria (1.4 for BOD, TSS, fats, oils and grease, and 1.2 for all other pollutants except pH);

3. Any other violation of a pretreatment standard or requirement as defined by HDWDC 8.15.020 (daily maximum, long-term average, instantaneous limit, or narrative standard) that the general manager determines has caused, alone or in

combination with other discharges, interference or pass through, including endangering the health of POTW personnel or the general public;

4. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, or has resulted in the general manager's exercise of its emergency authority to halt or prevent such a discharge;

5. Failure to meet, within 90 days of the scheduled date, a compliance schedule milestone contained in an individual wastewater discharge permit or a general permit or enforcement order or starting construction, completing construction, or attaining final compliance;

6. Failure to provide within 45 days after the due date any required reports, including baseline monitoring reports, reports on compliance with categorical pretreatment standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules;

7. Failure to accurately report noncompliance; or

8. Any other violation(s), which may include a violation of BMPs, which the general manager determines will adversely affect the operation or implementation of the local pretreatment program. [Ord. 87, 2019].

8.15.100 Administrative enforcement remedies.

A. Notification of Violation. When the general manager finds that a person or user has violated, or continues to violate, any provision of this chapter, an individual wastewater discharge permit, or a general permit or order issued hereunder, or any other pretreatment standard or requirement, the general manager may serve upon that person or user a written notice of violation. Within 10 days of the receipt of such notice or such other time specified in the notice of violation, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the person or user to the general manager. Submission of such a plan in no way relieves the person or user of liability for any violations occurring before or after receipt of the notice of violation. Nothing in this section shall limit the authority of the general manager to take any action, including emergency actions or any other enforcement action, without first issuing a notice of violation.

B. Consent Orders. The general manager may enter into consent orders, assurances of compliance, or other similar documents establishing an agreement with any person or user responsible for noncompliance. Such documents shall include specific action to be taken by the person or user to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to subsections (D) and (E) of this section and shall be judicially enforceable.

C. Show Cause Hearing. The general manager may order a person or user which has violated, or continues to violate, any provision of this chapter, an individual wastewater discharge permit, or a general permit or order issued hereunder, or any other pretreatment standard or requirement, to appear before the general manager and show cause why the proposed enforcement action should not be taken. Notice shall be served on the person or user specifying the time and place for the meeting, the proposed enforcement action, the reasons

for such action, and a request that the person or user show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least 30 days prior to the hearing. Such notice may be served on any authorized representative of the person or user as defined in HDWDC 8.15.010(F)(3) and required by HDWDC 8.15.040(G)(1). A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the person or user.

D. Compliance Orders. When the general manager finds that a person or user has violated, or continues to violate, any provision of this chapter, an individual wastewater discharge permit, or a general permit or order issued hereunder, or any other pretreatment standard or requirement, the general manager may issue an order to the person or user responsible for the discharge directing that the person or user come into compliance within a specified time. If the person or user does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a pretreatment standard or requirement, nor does a compliance order relieve the person or user of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the person or user.

E. Cease and Desist Orders. When the general manager finds that a person or user has violated, or continues to violate, any provision of this chapter, an individual wastewater discharge permit, or a general permit or order issued hereunder, or any other pretreatment standard or requirement, or that the person's or user's past violations are likely to recur, the general manager may issue an order to the person or user directing it to cease and desist all such violations and directing the person or user to:

    1. Immediately comply with all requirements; and

    2. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge. Issuance of a cease-and-desist order shall not be a bar against, or a prerequisite for, taking any other action against the person or user.

F. Administrative Fines.

    1. When the general manager finds that a person or user has violated, or continues to violate, any provision of this chapter, an individual wastewater discharge permit, or a general permit or order issued hereunder, or any other pretreatment standard or requirement, the general manager may fine such person or user in an amount not to exceed $1,000. Such fines shall be assessed on a per-violation, per-day basis. In the case of monthly or other long-term average discharge limits, fines shall be assessed for each day during the period of violation.

    2. Unpaid charges, fines, and penalties shall, after 30 calendar days, be assessed an additional penalty of 10 percent of the unpaid balance. A lien against the person's or user's property shall be sought for unpaid charges, fines, and penalties.

3. Persons or users desiring to dispute such fines must file a written request for the general manager to reconsider the fine along with full payment of the fine amount within 15 days of being notified of the fine. Where a request has merit, the general manager may convene a hearing on the matter. In the event the person's or user's appeal is successful, the payment, together with any interest accruing thereto, shall be returned to the person or user. The general manager may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine.

4. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the person or user.

G. Emergency Suspensions. The general manager may immediately suspend a person's or user's discharge, after informal notice to the person or user, whenever such suspension is necessary to stop an actual or threatened discharge, which reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. The general manager may also immediately suspend a person's or user's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

1. Any person or user notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a person's or user's failure to immediately comply voluntarily with the suspension order, the general manager may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The general manager may allow the person or user to recommence its discharge when the person or user has demonstrated to the satisfaction of the general manager that the period of endangerment has passed, unless the termination proceedings in subsection (H) of this section are initiated against the person or user.

2. A person or user that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the general manager prior to the date of any show cause or termination hearing under subsection (C) or (H) of this section.

Nothing in this section shall be interpreted as requiring a hearing prior to any emergency suspension under this section.

H. Termination of Discharge. In addition to the provisions in HDWDC 8.15.050(F), any person or user who violates the following conditions is subject to discharge termination:

1. Violation of individual wastewater discharge permit or general permit conditions;

2. Failure to accurately report the wastewater constituents and characteristics of its discharge;

3. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;

4. Refusal of reasonable access to the user's premises for the purpose of inspection, monitoring, or sampling; or

5. Violation of the pretreatment standards in this chapter.

Such person or user will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under subsection (C) of this section why the proposed action should not be taken. Exercise of this option by the general manager shall not be a bar to, or a prerequisite for, taking any other action against the person or user.

I. Administrative Complaint. The general manager may issue an administrative complaint to any user who violates this chapter, an individual wastewater discharge permit or a general permit or order issued hereunder, or any other pretreatment standard or requirement. Administrative complaints are used to assess civil liability and to propose a civil penalty in accordance with Government Code Section 54740.5. Unless otherwise provided by state law, the administrative complaint is served in accordance with the procedures for serving a show cause order as outlined in subsection (C) of this section. The hearing on the appeal and related procedures are found in HDWDC 8.15.120(J). The administrative complaint shall inform the person served that a hearing shall be conducted within 60 days after the person has been served.

At the district's discretion, civil penalties may be imposed in accordance with Government Code Section 54740.5(d) as follows:

1. In an amount not exceeding $2,000 for each day a user fails or refuses to furnish technical or monitoring reports;

2. In an amount not exceeding $3,000 for each day a user fails or refuses to timely comply with any compliance schedule established by the general manager;

3. In an amount not exceeding $5,000 per violation for each day for discharges in violation of any waste discharge limitation, permit condition, or requirement issued, reissued, or adopted by the district;

4. In an amount not exceeding $10.00 per gallon for discharges in violation of any suspension, cease and desist, or other order(s) issued, reissued or adopted by the general manager.

Any user aggrieved by a final order issued by the district, under the administrative complaint, may obtain review of the order of the commission in the superior court by filing a petition for writ of mandate within 30 days following the service of a copy of said order. [Ord. 87, 2019].

8.15.110 Judicial enforcement remedies

A. Injunctive Relief. When the general manager finds that a person or user has violated, or continues to violate, any provision of this chapter, an individual wastewater discharge permit, or a general permit or order issued hereunder, or any other pretreatment standard or requirement, the general manager may petition the superior court of San Bernardino through the district's attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the individual wastewater discharge permit, the general permit, order, or other requirement imposed by this chapter on activities of the person or user. The general manager may also seek such

other action as is appropriate for legal and/or equitable relief, including a requirement for the person or user to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a person or user.

B. Civil Penalties.

1. Civil liability may be assessed to those persons or users as deemed appropriate by the general manager and legal counsel in accordance with Government Code Section 54740. The district's legal counsel is authorized to petition the superior court to impose, assess, and recover a sum, not to exceed $25,000 a day for each violation. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.

2. The general manager may recover reasonable attorneys' fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the district. Specifically, the district may recover any amount necessary to cover the added cost of handling and treating the noncompliant waste.

3. In determining the amount of civil liability, the court shall take into account all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the person's or user's violation, corrective actions by the person or user, the compliance history of the user, and any other factor as justice requires.

4. Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, taking any other action against a person or user.

C. Criminal Prosecution.

1. A person or user who willfully or negligently violates any provision of this chapter, an individual wastewater discharge permit, or a general permit or order issued hereunder, or any other pretreatment standard or requirement shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of not more than $1,000 per day or imprisonment for not more than six months, or both, for each violation.

2. A person or user who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage shall, upon conviction, be guilty of a misdemeanor, punishable by a fine of not more than $1,000 per day or imprisonment for not more than six months, or both, for each violation. This penalty shall be in addition to any other cause of action for personal injury or property damage available under state law.

3. A person or user who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other documentation filed, or required to be maintained, pursuant to this chapter, individual wastewater discharge permit, or general permit or order issued hereunder, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this chapter shall, upon conviction, be punished by a fine, imprisonment, or both. [Ord. 87, 2019].

8.15.120 Supplemental enforcement action.

A. Penalties for Late Reports. A penalty of $1,000 shall be assessed to any person or user for each day that a report required by this chapter or a permit or order issued hereunder is late, beginning five days after the date the report is due. Actions taken by the general manager to collect late reporting penalties shall not limit the general manager's authority to initiate other enforcement actions that may include penalties for late reporting violations.

B. Performance Bonds. The general manager may decline to issue or reissue an individual wastewater discharge permit or a general permit to any user who has failed to comply with any provision of this chapter, a previous individual wastewater discharge permit, or a previous general permit or order issued hereunder, or any other pretreatment standard or requirement, unless such user first files a satisfactory bond, payable to the district, in a sum not to exceed a value determined by the general manager to be necessary to achieve consistent compliance.

C. Liability Insurance. The general manager may decline to issue or reissue an individual wastewater discharge or a general permit to any user who has failed to comply with any provision of this chapter, a previous individual wastewater discharge permit, or a previous general permit or order issued hereunder, or any other pretreatment standard or requirement, unless the user first submits proof that it has obtained financial assurances sufficient to restore or repair damage to the POTW caused by its discharge.

D. Payment of Outstanding Fees and Penalties. The general manager may decline to issue or reissue an individual wastewater discharge permit or a general permit to any user who has failed to pay any outstanding fees, fines or penalties incurred as a result of any provision of this chapter, a previous individual wastewater discharge permit, or a previous general permit or order issued hereunder.

E. Water Supply Severance. Whenever a person or user has violated or continues to violate any provision of this chapter, an individual wastewater discharge permit, a general permit, or order issued hereunder, or any other pretreatment standard or requirement, water service to the person or user may be severed. Service will recommence, at the person's or user's expense, only after the person or user has satisfactorily demonstrated its ability to comply.

Such person or user will be notified of the water supply severance and be offered an opportunity to show cause under HDWDC 8.15.100(C) why the proposed action should not be taken. Exercise of this option by the general manager shall not be a bar to, or a prerequisite for, taking any other action against the user.

F. Public Nuisances. A violation of any provision of this chapter, an individual wastewater discharge permit, a general permit, or order issued hereunder, or any other pretreatment standard or requirement is hereby declared a public nuisance and shall be corrected or abated as directed by the general manager. Any person or user creating a public nuisance shall be subject to the enforcement provisions of this chapter, including reimbursing the district for any costs incurred in removing, abating, or remedying said nuisance.

G. Informant Rewards. The general manager may pay up to $1,000 for information leading to the discovery of noncompliance by a person or user.

H. Contractor Listing. Persons or users which have not achieved compliance with applicable pretreatment standards and requirements are not eligible to receive a contractual award for the sale of goods or services to the district. Existing contracts for the sale of goods or services to the district held by a person or user found to be in significant noncompliance with pretreatment standards or requirements may be terminated at the discretion of the general manager.

I. Violation – Responsibility for Loss or Damage. Any person or user violating any provision of this chapter shall be liable for all damage to the POTW incurred as a result of such violation and for any increase in the cost of maintenance or repair resulting from such violation.

J. Appeal Procedure. Any person or user affected by any decision, action or determination, including cease and desist orders made by the general manager, interpreting or implementing the provisions of this chapter or in any permit issued herein, may file with the general manager a written request for reconsideration, setting forth in detail the facts supporting the person's or user's request for reconsideration. The general manager shall render a decision on the request for reconsideration within 30 days of receipt of request. If the ruling on the request for reconsideration made by the general manager is unsatisfactory to the person requesting reconsideration, the general manager may, within 15 days after notification of the manager's action, file a written appeal, along with a fee in an amount to be set by the general manager from time to time to cover the district's costs for the hearing on the appeal, with the secretary of the board. The board of directors of the district shall endeavor to hold a hearing within 60 days after receipt of a complete appeal. The board of directors' decision shall be final.

K. Remedies Nonexclusive. The remedies provided for in this chapter are not exclusive. The general manager may take any, all, or any combination of these actions against a noncompliant person or user. Enforcement of pretreatment violations will generally be in accordance with the district's enforcement response plan. However, the general manager may take other action against any person or user when the circumstances warrant. Further, the general manager is empowered to take more than one enforcement action against any noncompliant person or user. [Ord. 87, 2019].

8.15.130 Permits required for nonindustrial users.

A. Scope of Section. This section shall apply solely to persons who are not also defined as users or industrial users. Therefore, this section shall apply only to the introduction of pollutants into the POTW from domestic sources.

B. Permit Required. No person shall uncover, make any connections with or opening into, use, alter or disturb any part of the POTW or appurtenance thereof without first obtaining a written permit from the general manager. No person shall introduce pollutants into the POTW from a domestic source without a valid permit to connect to the collection line. [Ord. 87, 2019].

8.15.140 Wastewater treatment fees.

Reserved. [Ord. 87, 2019].

8.15.150 New connections to system.

A. Requirements for New Connections. No person shall connect to district POTW or receive wastewater service from the district except in compliance with this chapter and all other applicable ordinances, resolutions, rules or regulations of the district (collectively, "wastewater regulations").

No person shall connect to district POTW prior to the date stated in a written notice from the district to the property owner.

Prior to connecting to district POTW, the property owner shall:

1. Have an accurately recorded Phase 1 sewer assessment recorded against the property;

2. Acknowledge that he or she is responsible for maintain the sewer lateral free and clear of debris from the structure on the property to the main sewer line, including those portions of the sewer lateral located in public right-of-way; and

3. Obtain all required permits and inspections required by the district and town of Yucca Valley.

B. Responsibilities and Ownership.

1. It shall be the responsibility of the property owner, after having received all required permits and approvals, to install and connect the sewer lateral. Property owners shall obtain all permits and approvals from the district and the town of Yucca Valley and schedule any required inspection(s) prior to connecting to the district's POTW. Following inspection by the district, the property owner or his or her contractor shall sign a completed inspection form. All connections shall comply with the specifications of the district.

2. Except as otherwise agreed in writing by the general manager, all portions of the sewer lateral installed on private property for the purpose of rendering wastewater service shall be and remain the property of the customer up to the property line. The portion of the sewer lateral beyond the property line shall become the property of the district upon completion of an authorized connection.

3. Notwithstanding the above, the property owner is responsible for maintaining the entire sewer lateral from the structure(s) on the property to the district wastewater main free and clear of debris. The customer's obligation includes clearing of debris, root cutting, and any procedure used to keep the sewer lateral clean and functional. The district is not responsible for any expense incurred by the property owner in relieving or determining the cause of any stoppage in the sewer lateral. The district may provide assistance in the event the property owner's plumber or wastewater cleaning service fails to clear a stoppage in the public right-of-way portion of the wastewater lateral.

4. If repairs are required in the public right-of-way portion of a sewer lateral, the district will make any necessary repairs at no cost to the property owner unless the damage or defect was caused by an act or omission of, or a property condition caused or maintained by, the property owner or his or her tenant, contractor or agent. For purposes of this subsection, the "public right-of-way portion of a sewer

lateral" means that portion of a lateral located on public property, street right-of-way or a district easement.

5. Repairs made to the portion of the sewer lateral located on private property shall be made by a California licensed plumber or wastewater cleaning service. The district is not responsible for repairing any portion of the lateral located on private property.

C. Sewer Service Availability. Sewer service will be furnished only where adequate collection lines have been installed. It shall be the responsibility of the applicant to provide facilities, at the applicant's sole expense, for the delivery of the applicant's sewage to the service connection point selected by the district, at the elevation selected by the district. Upon receipt of a complete application and payment all fees required to be paid at the time of application pursuant to HDWDC 8.15.140, as it may be amended, the district will extend a sewer lateral to or near the edge of the street or sewer easement.

D. Sewer Service Connection.

1. Connection of a building sewer to the sewer lateral shall be made by the applicant at the applicant's expense. The connection of the building sewer to the POTW shall conform to the requirements of applicable building and plumbing codes. All such connections shall be made gas-tight and watertight. Any deviation from the prescribed procedures and materials must be approved by the general manager before installation. The applicant for the building sewer connection shall notify the manager when the building sewer is ready for inspection and connection to the sewer lateral and the POTW. The connection shall be made under the supervision of the general manager. Upon inspection and approval, notification will be given by the district that the applicant may use the sewer facilities.

2. Failure to construct, connect, operate, maintain, or repair a building sewer in accordance with the requirements of the California Plumbing Code or the district's wastewater regulations constitutes a violation of this chapter.

E. Elevation. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the POTW, sanitary sewage carried by such building drain shall be lifted by a means approved by the general manager and discharged to the building sewer.

F. Prohibited Connections. No person shall make connection of roof down spouts, exterior foundation drains or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to the POTW.

G. Separate Sewers. Every building or industrial facility must be separately connected with a public sewer if such public sewer exists in the street upon which the property abuts or in an easement which will serve said property. However, two or more buildings located on property belonging to the same owner may be served with the same side sewer provided the property cannot be subdivided into smaller legal-sized lots.

H. Excavations. All excavations for building sewer installations shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, sewer easements and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the general manager.

I. Extensions to the System. When application is made for service to a property which is not traversed by, or does not abut on, existing pipelines owned or operated by the district, and it has been determined by the board of directors of the district that the immediate construction of the necessary pipelines for the service of such property at the expense of the district is not then economically feasible, and the owner, or owners, of all or portions of the property to be served are willing to construct such lines at their own expense, the district may accept ownership of facilities, privately constructed to district requirements, upon the execution of a contract containing provisions agreeable to the district.

1. Application for an extension of the POTW and for the construction of facilities under the terms of this chapter must be submitted to the district in writing. Such application must contain a full legal description of the property or properties for which service is required and which are owned by the applicant, the area of such properties, and an estimate of the area of other lands which might be conveniently served through the facilities proposed to be constructed. The application shall contain an offer, on the part of the applicant, to construct such facilities at his/her sole cost and expense. The application shall be referred to the board, together with a preliminary estimate of the total cost of such extension. Upon receipt of the application, the district will determine the boundaries of the "benefitted area." Said area shall include all parcels of land, or parts thereof, within the district, which may be conveniently served through the proposed line extension. The secretary of the district shall notify the owner, or owners, of the land within the benefitted area of the hearing to be conducted by the board on the question as to the feasibility and the necessity for the construction of the subject pipeline. The secretary of the district shall give said owner or owners written notice by depositing in the United States mail, postage prepaid, a notice of a hearing before the board, giving the date, time and place of said hearing. The secretary shall give notice by reference as to the assessor's rolls to determine the owner or owners as shown by the latest assessment roll covering the area that is to be served by the proposed facilities. Upon notice from the district, the applicant shall deposit a sum equal to 20 percent of such preliminary estimated cost. Upon receipt of the application and after the hearing above provided, the board shall determine in its sole discretion whether or not the construction of said facilities would be in the best interests of the district or would come within the provisions of this chapter. The board at the hearing shall give due consideration to the evidence presented and any and all persons shall be heard upon the question before the board. Upon favorable action by the board upon said application, the board shall cause detailed plans and specifications to be prepared or the applicant may submit plans and specifications for approval to the board, providing said plans and specifications are prepared by a civil engineer, who is licensed by the state of California. The board shall advise the applicant of the estimated total cost of the construction of said extension including, but not limited to, pipelines, appurtenant structures, rights-of-way and other expenses. Total costs shall include design and engineering costs which shall be paid for by the applicant. Following the determination of the estimated costs of construction, the applicant shall deposit with the district the total amount thereof and shall execute an agreement under the provisions of this title. All facilities so constructed must meet district specifications as to pipeline size, design and location and any other conditions which the district might see fit to impose.

2. Any contract entered into under the terms of this section shall contain the following provisions, at a minimum:

a. That the applicant must construct, or cause to be constructed at his/her sole expense, the facilities contemplated by the agreement. Should any monies initially deposited with the district not be expended, such excess will be refunded. The applicant must undertake to pay to the district, on demand, any costs incurred over and above the amount of the sums deposited.

b. That all facilities must be constructed in accordance with plans and specifications approved by the district prior to the execution of the agreement between applicant and the district, or with the standard specifications and drawings governing pipeline construction, as may from time to time be adopted by the district.

c. The determination of the extent of the service area, to be served by the facilities to be constructed, shall be made by the district, and a map delineating such area must constitute a part of the contract. Only "off-site facilities," exceeding 150 feet in length, shall be eligible for the repayment provisions of this title. For the purpose of this section, "off-site facilities" are defined as facilities so located to not solely benefit lands owned, operated or controlled by applicant, subdivider or developer.

d. That the district shall agree, upon transfer of the ownership of the facilities to be constructed, together with all requisite easements and rights-of-way, free and clear of all liens and encumbrances, to accept ownership thereof, and thereafter to operate and maintain such facilities at the district's expense, under ordinances from time to time promulgated by the district.

e. That normally the district, through contractors satisfactory to the district, or through the district's own forces, shall construct such facilities. The district may allow owner to construct such facilities provided the work is executed under the direction of a civil engineer registered in the state of California and by a contractor licensed by the state of California and acceptable to the district with the district retaining the right to inspect all construction of facilities to be accepted by the district. Service shall not be furnished until the constructed facilities are accepted by the district and all contract documents have been signed and delivered to the district's office in good order.

f. That the district shall agree for a period of 10 years from the date of said agreement to pay to the applicant the following sums:

    i. The amount received by the district as and for a construction charge which might be charged by district to others for the privilege of connection to such facilities. Any such construction charges must be established by the board at or prior to the time said agreement is entered into. In general, the construction charge for each parcel of land within the benefitted area will be determined by dividing the total cost of constructing the line extension, as determined by district, into amounts proportional to each parcel's frontage along the line extension and to each parcel's area within the benefitted area. The district retains the right to determine, in its sole discretion, both the total cost of constructing the line extension as well as the fixing of the construction charge for each parcel. The district shall have the right to impose additional charges for meters, laterals and other expenses in making connections to said line,

which additional charges shall not be included in the construction charges to be paid to applicant under any such agreement.

g. That applicant shall be entitled to receive the payments provided for in subsection (I)(f)(i) of this section for the period of time specified, or until all payments specified in the repayment contract shall have been repaid to applicant. Following the payment to applicant of all said payments, or upon termination of the agreement at the end of 10 years from its date, applicant shall be entitled to no further payment arising out of construction charges which might be charged by the district, and all payments thereafter accruing shall be and become the property of the district.

h. That all payments accruing to the applicant shall be made to the applicant, the applicant's heirs and assigns, and the right to the payment thereof shall be personal and shall not run with, or be assignable to, the lands owned by them.

i. That payments shall be made at such times as are convenient to the district, but in no event less often than annually if the district has received any construction charges. [Ord. 87, 2019; Ord. 86 §§ 2 – 6, 2019].

APPENDIX D
DISTRICT'S SEWER EMERGENCY RESPONSE PLAN

HI-DESERT WATER DISTRICT

SPILL EMERGENCY RESPONSE PLAN

Prepared for:
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September 2023

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1.0 INTRODUCTION

The purpose of the Spill Emergency Response Plan (SERP) is to support an orderly and effective response to Sanitary Sewer Overflows (SSOs). The SERP provides guidelines for responding to, cleaning up, and reporting SSOs that may occur within the collection system service area. HDWD's response to a Sewer System Overflow (SSO) based upon the risk that the SSO may result in endangerment to human health or the environment, prioritizing that response to those locations, and using all available resources to address the SSO. High risk SSOs are discharges in any location which pose an imminent and substantial endangerment to public health or the environment.

1.1 Regulatory Requirements for the Spill Emergency Response Plan

State Water Resources Control Board ORDER WQ 2022-0103-DWQ requires HDWD to develop and implement a SERP that identifies measures to protect public health and the environment. The District shall respond to spills from its system(s) in a timely manner that minimizes water quality impacts and nuisance by:

• Immediately stopping the spill and preventing/minimizing a discharge to waters of the State;

• Intercepting sewage flows to prevent/minimize spill volume discharged into waters of the State;

• Thoroughly recovering, cleaning up and disposing of sewage and wash down water; and

• Cleaning publicly accessible areas while preventing toxic discharges to waters of the State.

At a minimum, this plan must include the procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations including, traffic control, maintain appropriate public notification signs and barricades, and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;

- Remove sewage from the drainage conveyance system;
- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.

The District's overflow response requires full, immediate, and appropriate attention with the ultimate goal of minimizing impacts to public health and safety and the environment. Telephone calls to report overflows or other maintenance problems are answered 24-hours per day, 7-days per week. Crew leaders are immediately notified upon receipt of a reported sewage overflow and are instructed to respond immediately. Crew leaders are responsible for assessing the overflow, notifying supervisors, documenting the overflow, estimating the volume of the overflow, sampling and laboratory analysis, posting warning signs and following up.

The highest priorities are to contain the overflow and to minimize or eliminate the volume of overflow that reaches the storm drain system, and to minimize or eliminate exposure to the public and impact on public health. The District's objectives are designed to protect public health and safety, meet all regulatory reporting requirements, and ensure immediate and effective response.

1.2 Goals

The District's goals with respect to responding to SSOs are:

- Respond quickly to minimize the volume of the SSO;
- Eliminate the cause of the SSO;
- Contain the spilled wastewater to the extent feasible;
- Minimize public contact with the spilled wastewater;
- Mitigate the impact of the SSO; and
- Meet the regulatory reporting requirements.

2.0 SSO NOTIFICATION PROCEDURE

The processes that are employed to notify HDWD of the occurrence of an SSO include: observation by the public, receipt of an alarm, or observation by District Staff during the normal course of their work. This SERP includes the procedures for receiving sewage overflow/backup reports.

Public Observation

Citizens can report any problems with the wastewater collection system 24 hours per day, 7 days per week. During normal business hours calls regarding SSOs are received by the Hi-Desert Water District Office (760) 365-8333. Office personnel will contact the Chief Plant Operator CPO who will dispatch responders. In cases when the CPO is not available, the Lead Collections Technician will be contacted who will dispatch responders.

After normal working hours, calls regarding SSOs are received by Centratel, the HDWD after-hours answering service and they will contact on-call Wastewater Staff using the on-call phone number (not a publicized number). The on-call Wastewater Staff will notify the CPO and will be the initial responder to SSOs along with the CPO. If the situation warrants, additional personnel will be contacted to respond. In complex SSOs the Construction & Maintenance Afterhours staff will be contacted for additional support and guidance.

Information from the SSO and SSO response will be provided by the responders to CPO who will make the necessary regulatory reports.

Receipt of Alarm

The lift stations are monitored by a Supervisory Control and Data Acquisition (SCADA) system. The SCADA is set up to dial the on-call number first and then on a timer it will call back again if not acknowledged it will begin calling the other operators in a specified order.

If the SCADA alarm in the wastewater treatment plant control room is activated, wastewater staff will be dispatched as initial responders.

District Staff Observation

District staff conduct periodic inspections of its sewer system facilities as part of their routine activities. Any problems noted with the sewer system facilities are reported to appropriate District staff who respond to emergency situations.

2.1 External SSO Notification and Reporting Requirements

Category 1 SSOs

A Category 1 spill is a spill of **any volume of sewage** from or caused by a sanitary sewer system regulated under this General Order **that results in a discharge** to:

- A **surface water**, including a surface water body that contains no flow or volume of water; or
- A drainage conveyance system that discharges to surface waters **when the sewage is not fully captured** and returned to the sanitary sewer system or disposed of properly.

Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

1. Call **San Bernardino Environmental Health** at: **(800)-442-2283.**

Category 1 SSO **greater than or equal to 1,000 gallons** (discharged to surface water or spilled in a location where it probably will be discharged to surface water), the Wastewater Superintendent shall notify the State Office of Emergency Services (and obtain a Spill Control Number) following, but ***not later than 2 hours after becoming aware of the discharge:***

2. Call Cal OES at: **(800) 852-7550**

Cal OES forwards the SSO notification information to local government agencies and first responders including local public health officials and the applicable Regional Water Quality Control Board. Receipt of notifications for a single SSO event from both the SSO reporter and Cal OES is duplicative.

External SSO Reporting Requirements

Category 1 SSO: Submit draft report within three business days of becoming aware of the SSO and certify within **3 business days of SSO** end date. **Within 15 calendar days** of the spill end date, the Enrollee shall submit a Certified Spill Report for Category 1 spills.

Category 1 SSOs in which **50,000 gallons or greater** are discharged, **within 45 calendar days** of the spill end date, the Enrollee shall submit a **Spill Technical Report** to the online Supervisory Control and Data Acquisition (CIWQS) Sanitary Sewer System Database.

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

Category 2 SSOs

A Category 2 spill is a spill of **1,000 gallons or greater**, from or caused by a sanitary sewer system regulated under this General Order that **does not discharge to a surface water.**

A Category 2 spill is a spill of **1,000 gallons or greater**, from or caused by a sanitary sewer system regulated under this General Order that threatens discharge to waters of the state, the Wastewater Superintendent shall notify the State Office of Emergency Services (and obtain a Spill Control Number) following, but ***not later than 2 hours after becoming aware of the discharge:***

1. Call Cal OES at: **(800) 852-7550**

Within three (3) business days of the Enrollee's knowledge of a Category 2 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.
Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for the Category 2 spill, to the online CIWQS Sanitary Sewer System Database.

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

Category 3 SSOs

A Category 3 spill is a spill of equal to **or greater than 50 gallons and less than 1,000** gallons, from or caused by a sanitary sewer system regulated under this General Order that **does not discharge to a surface water**.

The Enrollee shall **report and certify** all Category 3 spills to the online CIWQS Sanitary Sewer System Database **within 30 calendar days** after the end of the month in which the spills occurred.

Within 90 calendar days of the certified Spill Report due date, the Enrollee may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

Category 4 SSOs

A Category 4 spill is a spill of **less than 50 gallons**, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

The Enrollee shall **report and certify** the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, **within 30 calendar days** after the end of the month in which the spills occurred.

Within 90 calendar days of the certified Spill Report due date, the Enrollee may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems

Private Lateral Sewer Discharges (PLSDs): PLSDs that the enrollee becomes aware of may be voluntarily reported to the CIWQS online SSO Database.

Within 24 hours of becoming aware of a PLSD greater than 1,000 gallons that discharges (or has a potential to discharge) to a water of the State, or a drainage conveyance system that discharges to waters of the State; or any volume of sewage that discharges (or has a

potential to discharge) to surface waters, from a sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to report the observations to the online CIWQS database.

If either (1) no spills occur during a calendar month or (2), only Category 4, and/or Enrollee-owned and/or operated lateral spills (that do not discharge to a surface water) occur during a calendar month, the Enrollee shall certify, within 30 calendar days after the end of each calendar month, either a "No-Spill" certification statement, or a "Category 4 Spills" and/or "Non-Category 1 Lateral Spills" certification statement, in the online CIWQS Sanitary Sewer System Database.

All enrollees shall update their previous year's Annual Report, **by April 1 of each year after the Effective Date of this General Order,** for each calendar year (January 1 through December 31)**.**

3.0 SSO RESPONSE PROCEDURES

Sewer service calls and lift station alarms are considered high priority events that demand a prompt response to the location of the problem. The goals of the Spill Emergency Response Plan is to protect the public from hazards, identify the source of the overflow and determine ownership, perform cleanup and abatement, complete proper reporting procedures and provide good customer service. The SERP provides detailed response procedures for the first responder and field crew responsible for identifying the source of the problem, correcting the cause of the overflow, and cleaning the surrounding area.

A reporting form to be completed by the first responder is included in Appendix A.

3.1 Priorities

The first responder's priorities are:

- To follow safe work practices;
- To respond promptly with the appropriate equipment;
- To contain the spill wherever feasible;
- To restore the flow as soon as practicable;
- To minimize public access to and/or contact with the spilled sewage;
- To promptly notify the COP or General Manager in the event of any SSO;
- To return the spilled sewage to the sewer system; and
- To restore the area to its original condition (or as close as possible).

3.2 Safety During Response

The first responder is responsible for following safety procedures on all jobs. Special safety precautions must be observed when performing sewer work. There may be times when District personnel responding to a sewer system event are not familiar with potential safety hazards peculiar to sewer work. In such cases, it is appropriate to take the time to discuss safety issues, consider the order of work, and check safety equipment before starting the job.

The first responder must assess the scene for hazards to the responders and/or the public. After completing the job hazard analysis, the responder will:

- Utilize control devices such as signs, cones, delineators, lights, barricades, when work encroaches in lane(s) of traffic, or in an area subject to pedestrian or vehicle traffic;
- Utilize Personal Protection Equipment such as gloves; hardhat; safety glasses; safety vest; and splash goggles as needed; and
- Utilize proper lifting, pulling and bending techniques when removing a sanitary sewer access cover to protect the responders back.

3.3 Initial Response

The first responder must respond to the reported location or lift station site and visually check for potential sewer stoppages or overflows. All sewer system calls require a response to the reported location of the event. The first responder will:

- Note arrival time at spill site;

- Verify the existence of a sewer system spill or backup;
- Identify and assess the affected area and extent of spill;
- Contact caller if time permits; and
- Notify the CPO in the event of any SSO.

The SSO is considered major if the following conditions are present:

- The spill appears to be large, in a sensitive area, or there is doubt regarding the extent, impact, or how to proceed;
- The spill is in a public roadway and help with traffic control is needed to protect workers and the public; or
- If additional help is needed. The CPO will contact other employees, contractors, and/or equipment suppliers.

If the spill is large or in a sensitive area, the responder will document conditions with photographs as time allows. During the response to a major SSO District staff will need to decide whether to proceed with actions to restore the flow or to initiate containment measures. The guidance for this decision is:

- Small spills – proceed with restoring flow;
- Moderate or large spill where containment is anticipated to be simple – proceed with the containment measures; or
- Moderate or large spills where containment is anticipated to be difficult – proceed with restoring flow; however, call for additional assistance after 15 minutes without restoration of flow and implement containment measures.

Maps of assets that could impact waters of the State (dry washes), if a release occurs, is included in Appendix E. If an SSO occurs from any of these assets, immediate actions will be taken to prevent the discharge from entering the dry washes. Materials for making berms are located near each of these sensitive assets.

3.4 Initial Spill Containment Measures

The first responder should attempt to contain the spilled sewage using the following steps:

- Determine the immediate destination of the overflowing sewage;
- Plug storm drains using air plugs, sandbags, and/or plastic mats to contain the spill, whenever appropriate. If overflowing sewage has entered the storm drainage system during dry weather, attempt to contain the spilled sewage by plugging downstream storm drainage facilities;
- Contain/direct the spilled sewage using dike/dam or sandbags; and
- Pump around the blockage/pipe failure/lift station.

3.5 Recovery and Cleanup

The recovery and cleanup phase begins when the flow has been restored and the overflow of sewage has been stopped. The District can use contract services for recovery and cleanup actions. Typically, the SSO recovery and cleanup procedures include an estimate of spill volume, recovery of spilled sewage and cleanup and disinfection of the area.

Estimate the Volume of Spilled Sewage

Wherever possible, document the estimate using photos of the SSO site before the recovery operation. Various detailed methods of spill volume estimating are included in (Appendix C).

Recovery of Spilled Sewage

Vacuum or pump the spilled sewage and discharge it back into the sanitary sewer system.

Cleanup and Disinfection

Cleanup and disinfection procedures should be implemented to reduce the potential for human health issues and adverse environmental impacts that are associated with an SSO event. The procedures described are for dry weather conditions and should be modified as required for wet weather conditions. Where cleanup is beyond the capabilities of District staff, a cleanup contractor will be used.

Cleanup Involving Private Property

- Offer assistance with cleanup and advise resident or property owner of claim procedures; and
- Contact insurance for damage assessment.

Cleanup of Hard Surface Areas

- Collect all signs of sewage solids and sewage-related material either by hand or with the use of rakes and brooms;
- Wash down the affected area with clean water until the water runs clear. Take reasonable steps to contain and vacuum up the wash water;
- Disinfect all areas that were contaminated from the overflow using the disinfectant solution. Apply minimal amounts of the disinfectant solution using a hand sprayer. Document the volume and application method of disinfectant that was employed; and
- Allow area to dry. Repeat the process if additional cleaning is required.

Cleanup of Landscaped and Unimproved Natural Vegetation

- Collect all signs of sewage solids and sewage-related material either by hand or with the use of rakes and brooms;
- Wash down the affected area with clean water until the water runs clear. The flushing volume should be approximately three times the estimated volume of the spill;
- Either contain or vacuum up the wash water so that none is released; and
- Allow the area to dry. Repeat the process if additional cleaning is required.

Steps for Cleanup of Natural Waterways

- The South Coast Region (Region 5) (858-467-4201) Department of Fish and Wildlife should be notified in the event a SSO impacts any surface water or riparian habitat. Department of Fish and Wildlife will provide the professional guidance needed to effectively cleanup spills that occur in these sensitive environments;

- Cleanup should proceed quickly in order to minimize negative impact. Sewage causes depletion of dissolved oxygen which will kill aquatic life; and
- Any water that is used in the cleanup should be de-chlorinated prior to use (chlorine compounds are toxic to aquatic life).

Wet Weather Cleanup Modifications

- Omit flushing and sampling during heavy storm events with heavy runoff where flushing is not required, and sampling would not provide meaningful results.

3.6 Public Notification

Post signs and place barricades to keep vehicles and pedestrians away from contact with spilled sewage. Do not remove the signs until directed by the CPO.

Creeks and streams that have been contaminated as a result of an SSO should have signs posted at visible access locations until the risk of exposure has subsided to acceptable background levels. The warning signs should be checked every day to ensure that they are still in place.

In the event that an overflow occurs at night, the location should also be inspected the following day. The wastewater staff should look for any signs of sewage solids and sewage-related material that may warrant additional cleanup activities.

Major spills may warrant broader public notice. The CPO will contact the General Manager who will contact local media when significant areas may have been contaminated by sewage.

3.7 Water Quality Sampling and Testing

Water quality sampling and testing is required whenever 50,000 gallons or more of spilled sewage enters surface water to determine the extent and impact of the SSO. The water quality sampling procedures are:

- The first responder will collect samples if required. Samples should be collected as soon as possible after the discovery of the SSO event.
- The water quality samples should be collected from upstream of the spill, from the spill area, and downstream of the spill in flowing water (e.g. creeks). The water quality samples should be collected near the point of entry of the spilled sewage and every 100 feet along the shore on impoundments (e.g. ponds).
- The District's laboratory and contract laboratory will analyze the samples to determine the nature and extent of the discharge. Additional samples will be taken to determine when posting of warning signs can be discontinued. The basic analyses should include total coliform, fecal coliform, biochemical oxygen demand (BOD), dissolved oxygen, and ammonia nitrogen.

4.0 SSO INVESTIGATION AND DOCUMENTATION

All SSOs should be thoroughly investigated and documented for use in managing the sewer system and meeting established reporting requirements. The procedures for investigating and documenting SSOs include a failure analysis investigation, SSO documentation, and post-SSO debriefing.

Failure Analysis Investigation

The objective of the failure analysis investigation is to determine the "root cause" of the SSO and to identify corrective action(s) needed that will reduce or eliminate future potential for the SSO to recur.

The investigation should include reviewing all relevant data to determine appropriate corrective action(s) for the line segment. The investigation should include:

- Reviewing and completing the SSO reporting Form (Appendix B);
- Reviewing past maintenance records;
- Reviewing available photographs;
- Conducting inspections to determine the condition of the line segment immediately following the SSO and reviewing the video and logs; and
- Interviewing staff who responded to the spill.

The product of the failure analysis investigation should be the determination of the root cause and the identification of the corrective actions.

SSO Documentation

The first responder will complete the Sanitary Sewer Overflow Reporting Form found in Appendix A.

The CPO will prepare a file for each individual SSO. The file should include the following information:

All SSOs

- Initial service calls information;
- Sanitary Sewer Overflow Reporting Form;
- Failure analysis investigation results; and
- SWRCB California Integrated Water Quality System (CIWQS) Report(s).

Large SSOs and/or SSOs to sensitive areas

- Volume estimate;
- Appropriate maps showing the spill location;
- Photographs of spill location; and
- Water quality sampling and test results.

Post SSO Event Debriefing

Every SSO event is an opportunity to thoroughly evaluate the response and reporting procedures. Each overflow event is unique, with its own elements and challenges including volume, cause, location, terrain, and other parameters.

As soon as possible after major SSO events, all of the participants, from the person who received the call to the last person to leave the site, should meet to review the procedures used and to discuss what worked and where improvements could be made in responding to and mitigating future SSO events. The results of the debriefing will be recorded and tracked to ensure the action items are completed.

5.0 EQUIPMENT AND TRAINING

This section provides a list of specialized equipment that is required to support this Spill Emergency Response Plan.

Digital Cell Phones/Cameras

A digital or disposable camera is required to record the conditions upon arrival, during cleanup, and upon departure.

Utilities Trucks

Utility body pickup trucks are required to store and transport the equipment needed to effectively respond to sewer emergencies. The equipment and tools should include spilled sewage containment and cleanup materials.

Portable Pumps and Hoses

Portable pumps and piping will be used to pump around failed facilities and to recover spilled sewage. Additional portable pumps and hoses are available through local rental agencies or contractors.

VAC-Con® Truck

A VAC-Con® truck equipped with a high-pressure rodder is available to respond to SSOs if necessary.

Spill Response Supplies

Spill response supplies and personal protective equipment are stored at the wastewater treatment plant. Spill response supplies includes booms, pads, absorbents, brooms, rakes. Personal protective equipment including gloves, boots, and other supplies are kept with the spill response supplies so that they are easy to locate during a response.

5.1 Training

This section provides information on the training that is required to support this *Spill Emergency Response Plan*.

Initial and Annual Refresher Training

All wastewater personnel and contractors who have a role in responding to, reporting, and/or mitigating a sewer system overflow will receive training. This includes employees who serve as the afterhours on-call maintenance crew member. All new employees and contractors receive training before they are placed in a position where they may have to respond. Current employees receive annual refresher training on this plan and the procedures to be followed. Training support documents are in Appendix D.

SSO Response Drills

Periodic training drills are held to ensure that employees and contractors are up to date on the procedures, the equipment is in working order, and the required materials are readily available. The training drills should cover scenarios typically observed during sewer related emergencies (e.g. mainline blockage, mainline failure, force main failure, lift station failure, and lateral blockage). The results and the observations during the drills should be recorded and action items should be tracked to ensure completion. This training

will also include desk simulation of SSO exercises to be incorporated with weekly safety and equipment training.

5.2 Record Keeping

Records should be kept of all training that is provided in support of this plan. The records for all scheduled training courses and for each overflow emergency response training event should include date, place, content, name of trainer(s), and names of attendees. Records for the SSO response training will be maintained by the CPO.

APPENDIX A
SSO RESPONSE FIRST RESPONDER FORM

Hi-Desert Water District
Sewer System Overflow Response
First Responder Form

Fill out this form as completely as possible. Take photographs of damaged and undamaged areas.

Date:	Location:
Time SSO was reported or discovered:	Discovered or reported by:
Time Staff Arrived on-site:	Staff Names:
Cleaning Contractor Contacted? Yes No	Contractor Name: Contractor Telephone: Time When Called:
Source of Spill (manhole, cleanout, etc.):	SSO Cause (Roots, FOG, Debris, etc.):
Approximate Amount of Spill:	How was the volume calculated?
Number of Pictures Taken:	Photo comments.
What cleanup method was used for the spill?	What cleanup equipment and materials were used for the spill?
Did any material enter a drainage channel or surface water? Yes No	Is this the location of previous spills? Yes No
Did any material enter the storm sewer system? Yes No	What efforts were used to protect storm water inlets and drainage ways?
What efforts were used to capture material from the storm water inlet and return it to the sewer system?	Was all the material recovered? Yes No

APPENDIX B
SSO RESPONSE REPORT FORM

Hi-Desert Water District
Sewer System Overflow Response
Report Form

This Report is *(check one*): ☐ Preliminary ☐ Final ☐ Revised Final

SPILL LOCATION	
Spill Location Name:	
GPS Latitude Coordinates:	GPS Longitude Coordinates:
Street Name and Number:	Street Direction (e.g., N, S, W, NE, SW, etc.):
Nearest Cross Street:	City: Zip Code:
County:	Spill Location Description:
SPILL DESCRIPTION	
Spill Appearance Point: ☐ Building/Structure ☐ Force Main ☐ Gravity Sewer ☐ Other Sewer System Structure ☐ Pump Station ☐ Manhole- Structure ID#:_____ ☐ Other (specify):	
Did the spill reach a drainage channel and/or surface water? ☐ Yes ☐ No	
If the spill reached a storm sewer, was it fully captured and returned to the Sanitary Sewer? ☐ Yes ☐ No	
Was this spill from a service lateral? ☐ Yes ☐ No If YES, name and address of facility:	
Final Spill Destination: ☐ Beach ☐ Building structure ☐ Other paved surface ☐ Storm drain ☐ Street/curb & gutter ☐ Surface water ☐ Unpaved surface ☐ Other *(specify)*:	
Estimated spill volume (in gallons):	Method calculated:
Est. volume of SSO recovered (gal):	Were photos taken? ☐ No ☐ Yes – how many?
Estimated volume of spill reaching surface water, drainage channel, or not recovered from a storm drain (gal):	
SPILL OCCURRANCE TIME	
SSO Reported to:	SSO Reported by:
Phone:	Estimated spill start date and time:
Date and time spill reported to sewer crew:	Date and time sewer crew arrived:
Estimated spill end date and time:	
Weather conditions prior 72 hours: ☐ Sunny Weather ☐ Cloudy Weather ☐ Measurable Rain ☐ Rain for Several Days	

CAUSE OF SPILL
SSO cause *(check all that apply)*: ☐ Debris/Blockage ☐ Flow exceeded capacity ☐Grease ☐ Operator error ☐ Roots ☐ Pipe problem/failure ☐ Pump station failure ☐ Rainfall exceeded design ☐ Vandalism ☐ Inflow/infiltration ☐ Animal carcass ☐ Electrical power failure ☐ Bypass ☐ Debris from laterals ☐ Construction Debris ☐ Other (specify):
If SSO is caused by a service lateral, please specify: This is the ☐Owner ☐Tenant ☐Manager Property contact: Contact telephone:
If SSO is caused by wet weather, choose size of storm: ☐1-yr ☐2-yr ☐5-yr ☐10-yr ☐50-yr ☐100-yr ☐>100-yr ☐Unknown
Diameter (in inches) of pipe at point of blockage/spill cause (if applicable):
Sewer pipe material at point of blockage/spill cause (if applicable):
Description of terrain surrounding point of blockage/spill cause: ☐ Flat ☐ Mixed ☐ Steep
SPILL RESPONSE
Spill response activities (check all that apply): ☐ Cleaned up ☐ Contained all/portion of spill ☐ TV inspection ☐ Restored flow ☐ Returned all/portion of spill to sanitary sewer ☐Other (specify):
Spill response completed (date & time): Name of impacted waters (if applicable):
Visual inspection result of impacted waters (if applicable):
Any fish killed? ☐ Yes ☐ No Any ongoing investigation? ☐ Yes ☐ No
Name of impacted beach (if applicable):_____Were health warnings posted? ☐ Yes ☐ No
Health warning/beach closure posting/details:
Were samples of impacted waters collected? ☐ Yes ☐ No If YES, select the analyses: ☐ DO ☐ Ammonia ☐ Bacteria ☐ Other
Recommended corrective actions: ☐ Add sewer to PM Program ☐ Adjust PM schedule ☐ Adjust PM method ☐ Rehab sewer ☐ Replace sewer ☐ Enforcement action against FOG source ☐ Other (specify):
NOTIFICATION DETAILS
CEMA (former OES) contacted date and time (if applicable): CEMA (former OES) Control Number (if applicable): Spoke to:

APPENDIX C
SSO VOLUME ESTIMATION GUIDE

SEWER SPILL ESTIMATION GUIDE

Developed by the Orange County Area Waste Discharge Requirements Steering Committee

Sewer Spill Estimation Guide

A Guide to Estimating Sanitary Sewer Overflow (SSO) Volumes

Developed by the Orange County Area
Waste Discharge Requirements Steering Committee
Orange County, CA

February 18, 2014
Revised May 15, 2014

Acknowledgements

This Sewer Spill Estimation Guide has been compiled through the efforts of members of the Orange County Wastewater Discharge Requirements (WDR) Steering Committee. This committee was originally formed to address the requirements of the original WDR imposed by the California Regional Water Quality Board, Region 8 and later the statewide WDR imposed by the California State Water Resources Control Board. Committee members who assisted in the compilation of this Sewer Spill Estimation Guide are:

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Gene Estrada	Environmental Program Manager	City of Orange
Rob Hamers	District Engineer	Costa Mesa Sanitary District
Robert Kreg	(Former) Director of Support Services	South Coast Water District (Retired)

Disclaimer

This Sewer Spill Estimation Guide is freely offered to agencies to assist the user with the estimation process for a sanitary sewer overflow. Methods used for spill estimation and the estimate itself are solely the responsibility of the agency making the estimate. The authors or contributors to this Sewer Spill Estimation Guide do not accept any responsibility for the spill estimation methods used; their accuracy or any spill estimate determined through the use of this guide. Information found in this guide is commonly available on the internet and is also common practice with many cities and sewering agencies throughout Southern California.

No statewide or national standards issued by a regulatory agency exist at this time.

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SSO Volume Estimation

Accurate flow estimation is essential to determine the volume of a Sanitary Sewer Overflow (SSO). An accurate estimate of an SSO is required for reporting to the California Integrated Water Quality System (CIQWS) and to the local health care agency. The estimated volume of an SSO is used to determine the category of the SSO and can also be used in the calculation of penalties or fines from the State or Regional Water Quality Control Boards in California. Additionally, accurate flow estimation is important to determine the extent of the cleanup and its effectiveness.

Volume estimation is basically the flow rate (gallons per minute) times the amount of time (in minutes) the flow has occurred. Each SSO tends to be unique requiring different strategies for determining the volume of the SSO. Different methods can also be used for the same SSO acting as a check to ensure the most accurate estimate. The method(s) utilized will be determined by several factors including the type of SSO and the personnel responding. Some SSO volumes, due to terrain, rainfall or other factors, can be very difficult for field staff to determine and may require someone with additional expertise. There is no one method that works for all types of SSOs. The following are methods that may be utilized for SSO volume estimation. These methods are effective means of estimating a sewer spill volume during dry weather but may not be effective during rain events.

During rain events, infiltration and/or inflow into the collection system and runoff in the stormwater system, including the curb and gutter, can affect the SSO estimate. When estimating an SSO during a rain event, the SSO estimate is to include only the wastewater that left the collection system and not any waters that the wastewater comingled with after leaving the system. The same is true for any wash down water; although contaminated, the water is not considered part of the SSO estimate. Any water that infiltrated into the collection system upstream of the SSO and subsequently became part of the SSO is included in the SSO volume estimate.

Start Time

Determining the start time for an SSO is one of the most critical, yet can be one of the most difficult, factors to determine. Depending upon the location and time of day, an SSO may occur for some time before it is reported to the City or Agency or it may trickle for an extended period of time before being noticed. What is known is that the SSO started some time before the City or Agency was notified. It is common for SSOs to start and stop as flows in the pipeline routinely rise and fall because most blockages do not entirely block the flow in the pipe. Every effort should be utilized to determine the most accurate start time of each SSO. These efforts may include:

- If possible, contact the person who reported the SSO to determine when they became aware of the SSO.
- Make contact with residences or businesses in the area of the SSO to determine if there were any witnesses that could help establish the start time.
- Conditions change during the SSO. This is particularly true in remote areas out of public view. Initially, there may be an amount of toilet paper and solids around the spill site. This will increase the longer the SSO continues. After a few days to a week, these may form a light brown residue that may turn dark after a few weeks to a month.

Lacking direct evidence supporting a specific start time the operator should rely upon their experience and system flow characteristics based upon observed conditions to establish a reasonable estimated start time for the event. The agency's management staff should review the estimate before being finalized. Methods used to establish the start time should be documented.

Stop Time

The stop time is the time that wastewater stopped overflowing. For manhole covers in low areas, this is noted by water flowing back into the manhole through the vent holes and should be easy to determine by SSO response personnel. Care should be taken to accurately record the time that the SSO stopped.

Photographs

Take photographs of the spill event. Try to include objects of known size in the photographs to give a perspective of the extent of the spill. Photographs should include the initial spill, remediation efforts, clean up, and the spill area after the spill remediation has been completed. Photographs should be maintained with the spill report information.

Flow Rate

The flow rate is the volume of flow per unit time that is escaping from the collection system. SSOs do not always occur at a constant rate. This is because flows into the collection system are not constant and rise and fall throughout the day. Additionally, most blockages are not full blockages. Pressure buildup as the wastewater surcharges in the pipe can cause the blockage to clear or partially clear, resulting in changes to the flow rate.

To make an SSO volume estimate as accurate as possible, the onsite City or Agency employee should note the time and the amount of change of any significant differences in flow noticed during the event. For example, if the employee determines the flow rate escaping from the manhole is 100 gallons per minute when they arrive on scene but noticed that it has dropped to 50 gallons per minute five minutes later, their report should reflect that fact. The estimated flow rate and the time period for that flow rate should be recorded. During any one SSO event there could be multiple flow rates spread over the duration of the SSO.

Volume Estimation Methods

Visual or Eyeball Method

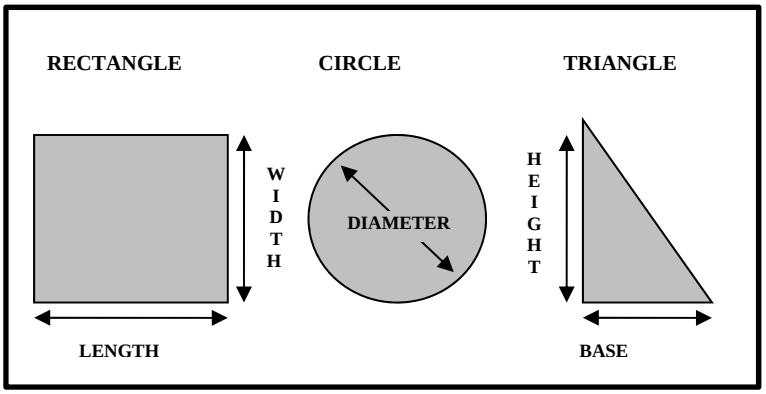
The volume of small spills can be estimated using an "eyeball estimate." To use this method, imagine the amount of water that would spill from a bucket or a barrel. A full bucket may contain 1, 2 or 5 gallons and a barrel contains 55 gallons when full. If the spill is larger than 55 gallons, try to divide the standing water into barrels and then multiply by 55 gallons. This method is useful for contained spills up to approximately 200 gallons. This method can be useful on spills that occur on hard surfaces such as concrete or asphalt. Crews can be trained

by estimating the volume of a measured amount of potable water spilled upon concrete and asphalt surfaces.

Measured Volume

The volume of most small spills that have been contained can be estimated using this method. The shape, dimensions, and the depth of the contained wastewater are needed. The shape and dimensions are used to calculate the area of the spills and the depth is used to calculate the volume.

Common Shapes and Dimensions



1. Sketch the shape of the contained wastewater.
2. Measure or pace off the dimensions.
3. Measure the depth at several locations and select an average.
4. Convert the dimensions, including depth, to feet.
5. Calculate the area:

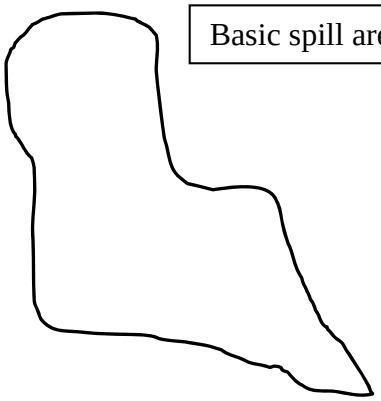
   Rectangle: Area = length (feet) x width (feet)

   Circle: Area = diameter (feet) x diameter (feet) x 3.14 divided by 4

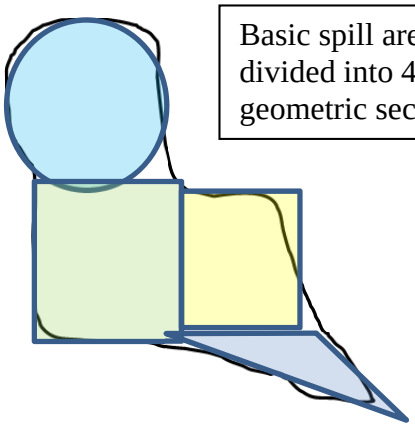
   Triangle: Area = base (feet) x height (feet) x 0.5
6. Multiply the area (square feet) times the depth (in feet) to obtain the volume in cubic feet.
7. Multiply the volume in cubic feet by 7.48 to convert to gallons

Not all SSOs will conform to a specific shape. When this occurs, break up the area of the SSO into various shapes or segments, then calculate the amount of wastewater spilled in each segment, adding them together to arrive at the total spill volume.

Example:

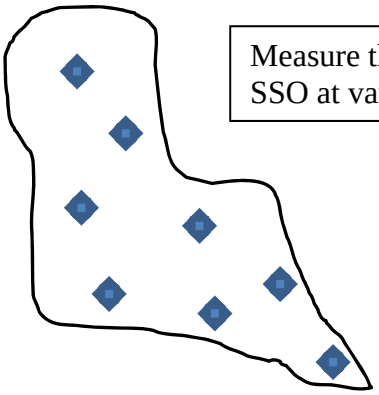


Basic spill area



Basic spill area divided into 4 geometric sections.

Determine the area of each of the geometric sections adding them all together to determine the total area of the spill.



Measure the depth of the SSO at various locations.

Where it is difficult to measure wet spots on asphalt, use a depth of 0.0026'or 1/32". For wet spots on concrete use depths of 0.0013'or 1/64" for reasonable estimates.

Inch to Feet Conversion:

Inches	to	Feet
1/8"	=	0.01'
1/4"	=	0.02'
3/8"	=	0.03'
1/2"	=	0.04'
5/8"	=	0.05'
3/4"	=	0.06'
7/8"	=	0.07'
1"	=	0.08'
2"	=	0.17'
3"	=	0.25'
4"	=	0.33'
5"	=	0.42'
6"	=	0.50'
7"	=	0.58'
8"	=	0.67'
9"	=	0.75'
10"	=	0.83'
11"	=	0.92'
12"	=	1.00'

Sample Calculation:
A 20 ft x 20 ft square wet spot on concrete equals 3.9 gal and for asphalt is 7.8 gal.

Counting Connections

Once the location of the blockage has been established, the amount of the SSO could be estimated by counting the number of upstream connections. On the sewer atlas maps or GIS system, locate the pipeline where the SSO occurred. Count all of the developed parcels that are connected to the pipeline upstream of the blockage. The typical single family residential parcel may discharge 8 to 10 gallons of wastewater per hour during active times of the day. For a multi-family residential development such as an apartment or condo complex, count each apartment as a single family residential unit. Use the higher flow number (10 gallons per hour) during typical peak flow hours and the lower flow number (8 gallons per hour) during low flow periods. Multiply the number of connections times the average flow (8 to 10 gallons per hour) times the time period (duration) that the SSO occurred.

Example for an SSO occurring on a weekday at 8:00am:

Number of upstream connections	22
Estimated flow per parcel	10 gallons per hour
Duration of SSO event	45 minutes
Total spill estimation (22 x 10 x .75)	165 gallons

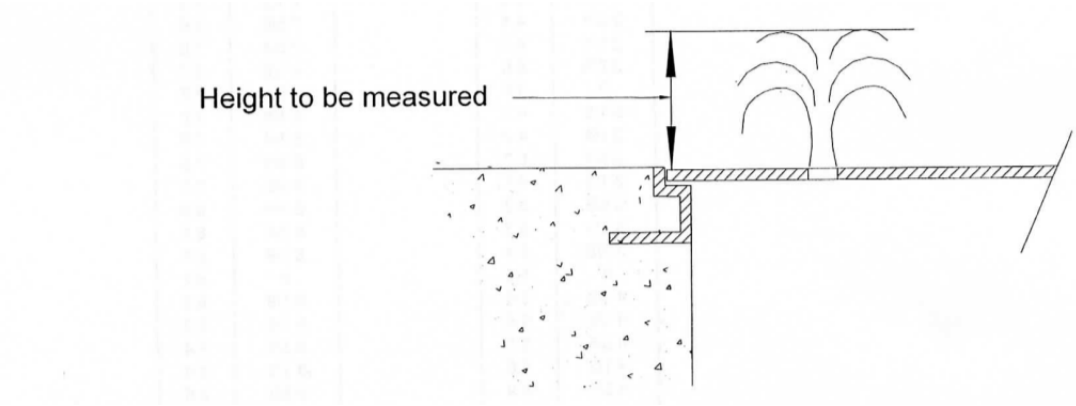
(22 connections x 10 gallons per hour x 45 minutes (.75 hour) = 165 gallons)

Data may be available in your drainage area from your capacity planners at your city or agency. Consult with them on reasonable flow amounts or rates of flow.

Pick and Vent Holes in Manhole Covers

Small SSOs will occur where the wastewater escaping from the manhole is isolated to the pick or vent holes in the cover. Larger SSOs may involve both the discharge from the pick and/or vent holes and the gap between the manhole cover and manhole frame. To estimate an SSO occurring from the manhole pick and vent holes, measure the height of the wastewater plume exiting the holes. Find that height and hole diameter on the manhole pick or vent hole chart to determine the flow rate escaping the pick/vent hole. Multiply the flow rate times the number of holes that are discharging wastewater. Once the total volume (gpm) has been determined,

multiply the gpm by the duration of the SSO in minutes. This will result in the total estimated gallons of the SSO.



Example: Measured height of plume exiting pick/vent hole is 1 inch from a ½-inch vent hole and there are 4 vent holes. The total volume per minute would be .94 gpm per hole (from attached chart) or 3.76 gpm total (.94 gpm x 4 holes) from the manhole cover. If the SSO lasted one hour, the total wastewater lost would be 226 gallons (3.76 x 60 = 225.6).

Number of pick holes	4
Flow from each pick hole	.94 gpm
Duration of SSO	60 minutes
Total SSO volume (.94 x 4 x 60=225.6)	226 gallons

Pick and Vent Hole Estimation Chart

Estimated Flows thru Manhole Cover Vent Holes and Pick Holes for SSO estimating

Hole Dia. inches	Area sq. ft.	Coeff.of Vel. Cv	Coeff. Of Cont. Cc	C Cv x Cc	Water Ht inches	Water Ht inches	Water Ht feet	Q cfs	Q gpm	Q gph
	Formula: =0.785*Ax*Ax/144			Formula: =Ix*449			Formula: =Gx/12	Formula: =Ex*Bx*(SQRT(2*32.2*Hx))	Formula: =Ix*449	Formula: =Jx*60
Vent Hole										
0.50	0.00136	0.945	0.70	0.662	1/16 th	0.063	0.005	0.0005	0.23	14
0.50	0.00136	0.945	0.70	0.662	1/8 th	0.125	0.010	0.0007	0.33	20
0.50	0.00136	0.945	0.70	0.662	1/4 th	0.250	0.021	0.0010	0.47	28
0.50	0.00136	0.945	0.70	0.662	one half	0.500	0.042	0.0015	0.66	40
0.50	0.00136	0.945	0.70	0.662	3/4 ths	0.750	0.063	0.0018	0.81	49
0.50	0.00136	0.945	0.70	0.662	1 inch	1.000	0.083	0.0021	0.94	56
0.50	0.00136	0.945	0.70	0.662	1 1/4 "	1.250	0.104	0.0023	1.05	63
0.50	0.00136	0.945	0.70	0.662	1 3/8"	1.375	0.115	0.0024	1.10	66
0.50	0.00136	0.945	0.70	0.662	1 1/2"	1.500	0.125	0.0026	1.15	69
0.50	0.00136	0.945	0.70	0.662	1 5/8"	1.625	0.135	0.0027	1.20	72
0.50	0.00136	0.945	0.70	0.662	1 3/4"	1.750	0.146	0.0028	1.24	74
0.50	0.00136	0.945	0.70	0.662	2 inches	2.000	0.167	0.0030	1.33	80
0.50	0.00136	0.945	0.70	0.662	2 1/4"	2.250	0.188	0.0031	1.41	84
0.50	0.00136	0.945	0.70	0.662	2 1/2"	2.500	0.208	0.0033	1.48	89
0.50	0.00136	0.945	0.70	0.662	2 3/4"	2.750	0.229	0.0035	1.56	93
0.50	0.00136	0.945	0.70	0.662	3 inches	3.000	0.250	0.0036	1.62	97
0.50	0.00136	0.945	0.70	0.662	3 1/4"	3.250	0.271	0.0038	1.69	101
0.50	0.00136	0.945	0.70	0.662	3 1/2"	3.500	0.292	0.0039	1.75	105
0.50	0.00136	0.945	0.70	0.662	3 3/4"	3.750	0.313	0.0040	1.82	109
0.50	0.00136	0.945	0.70	0.662	4.000	4.000	0.333	0.0042	1.88	113
Vent Hole										
0.75	0.00307	0.955	0.67	0.640	1/16 th	0.063	0.005	0.0011	0.51	31
0.75	0.00307	0.955	0.67	0.640	1/8 th	0.125	0.010	0.0016	0.72	43
0.75	0.00307	0.955	0.67	0.640	1/4 th	0.250	0.021	0.0023	1.02	61
0.75	0.00307	0.955	0.67	0.640	one half	0.500	0.042	0.0032	1.44	87
0.75	0.00307	0.955	0.67	0.640	3/4 ths	0.750	0.063	0.0039	1.77	106
0.75	0.00307	0.955	0.67	0.640	1 inch	1.000	0.083	0.0045	2.04	122
0.75	0.00307	0.955	0.67	0.640	1 1/4 "	1.250	0.104	0.0051	2.28	137
0.75	0.00307	0.955	0.67	0.640	1 3/8"	1.375	0.115	0.0053	2.39	144
0.75	0.00307	0.955	0.67	0.640	1 1/2"	1.500	0.125	0.0056	2.50	150
0.75	0.00307	0.955	0.67	0.640	1 5/8"	1.625	0.135	0.0058	2.60	156
0.75	0.00307	0.955	0.67	0.640	1 3/4"	1.750	0.146	0.0060	2.70	162
0.75	0.00307	0.955	0.67	0.640	2 inches	2.000	0.167	0.0064	2.89	173
0.75	0.00307	0.955	0.67	0.640	2 1/4"	2.250	0.188	0.0068	3.06	184
0.75	0.00307	0.955	0.67	0.640	2 1/2"	2.500	0.208	0.0072	3.23	194
0.75	0.00307	0.955	0.67	0.640	2 3/4"	2.750	0.229	0.0075	3.38	203
0.75	0.00307	0.955	0.67	0.640	3 inches	3.000	0.250	0.0079	3.53	212
0.75	0.00307	0.955	0.67	0.640	3 1/4"	3.250	0.271	0.0082	3.68	221
0.75	0.00307	0.955	0.67	0.640	3 1/2"	3.500	0.292	0.0085	3.82	229
0.75	0.00307	0.955	0.67	0.640	3 3/4"	3.750	0.313	0.0088	3.95	237
0.75	0.00307	0.955	0.67	0.640	4.000	4.000	0.333	0.0091	4.08	245
Vent Hole										
1.00	0.00545	0.960	0.65	0.624	1/16 th	0.063	0.005	0.0020	0.88	53
1.00	0.00545	0.960	0.65	0.624	1/8 th	0.125	0.010	0.0028	1.25	75
1.00	0.00545	0.960	0.65	0.624	1/4 th	0.250	0.021	0.0039	1.77	106
1.00	0.00545	0.960	0.65	0.624	one half	0.500	0.042	0.0056	2.50	150
1.00	0.00545	0.960	0.65	0.624	3/4 ths	0.750	0.063	0.0068	3.06	184
1.00	0.00545	0.960	0.65	0.624	1 inch	1.000	0.083	0.0079	3.54	212
1.00	0.00545	0.960	0.65	0.624	1 1/4 "	1.250	0.104	0.0088	3.96	237
1.00	0.00545	0.960	0.65	0.624	1 3/8"	1.375	0.115	0.0092	4.15	249
1.00	0.00545	0.960	0.65	0.624	1 1/2"	1.500	0.125	0.0097	4.33	260
1.00	0.00545	0.960	0.65	0.624	1 5/8"	1.625	0.135	0.0100	4.51	271
1.00	0.00545	0.960	0.65	0.624	1 3/4"	1.750	0.146	0.0104	4.68	281
1.00	0.00545	0.960	0.65	0.624	2 inches	2.000	0.167	0.0111	5.00	300
1.00	0.00545	0.960	0.65	0.624	2 1/4"	2.250	0.188	0.0118	5.31	318
1.00	0.00545	0.960	0.65	0.624	2 1/2"	2.500	0.208	0.0125	5.59	336
1.00	0.00545	0.960	0.65	0.624	2 3/4"	2.750	0.229	0.0131	5.87	352
1.00	0.00545	0.960	0.65	0.624	3 inches	3.000	0.250	0.0136	6.13	368

Pick and Vent Hole Estimation Chart - continued

Estimated Flows thru Manhole Cover Vent Holes and Pick Holes for SSO estimating

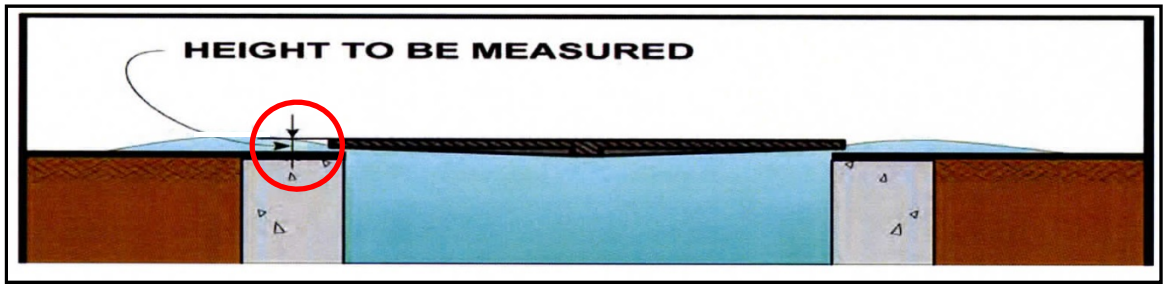
Hole Dia. inches	Area sq. ft.	Coeff.of Vel. Cv	Coeff. Of Cont. Cc	C Cv x Cc	Water Ht inches	Water Ht inches	Water Ht feet	Q cfs	Q gpm	Q gph
	Formula: =0.785*Ax*Ax/144			Formula: =Ix*449			Formula: =Gx/12	Formula: =ExBx(SQRT(2*32.2*Hx))	Formula: =Ix*449	Formula: =Jx*60
Vent Hole										
1.00	0.00545	0.960	0.65	0.624	3 1/4"	3.250	0.271	0.0142	6.38	383
1.00	0.00545	0.960	0.65	0.624	3 1/2"	3.500	0.292	0.0147	6.62	397
1.00	0.00545	0.960	0.65	0.624	3 3/4"	3.750	0.313	0.0153	6.85	411
1.00	0.00545	0.960	0.65	0.624	4.000	4.000	0.333	0.0158	7.08	425
Pick Hole semicircular area										
1.00	0.00273	0.960	0.65	0.624	1/16 th	0.063	0.005	0.0010	0.44	27
1.00	0.00273	0.960	0.65	0.624	1/8 th	0.125	0.010	0.0014	0.63	38
1.00	0.00273	0.960	0.65	0.624	1/4 th	0.250	0.021	0.0020	0.89	53
1.00	0.00273	0.960	0.65	0.624	one half	0.500	0.042	0.0028	1.25	75
1.00	0.00273	0.960	0.65	0.624	3/4 ths	0.750	0.063	0.0034	1.53	92
1.00	0.00273	0.960	0.65	0.624	1 inch	1.000	0.083	0.0039	1.77	106
1.00	0.00273	0.960	0.65	0.624	1-1/2 inch	1.500	0.125	0.0048	2.17	130
1.00	0.00273	0.960	0.65	0.624	2 inches	2.000	0.167	0.0056	2.51	150
1.00	0.00273	0.960	0.65	0.624	2 1/4"	2.250	0.188	0.0059	2.66	159
1.00	0.00273	0.960	0.65	0.624	2 1/2"	2.500	0.208	0.0062	2.80	168
1.00	0.00273	0.960	0.65	0.624	2 3/4"	2.750	0.229	0.0065	2.94	176
1.00	0.00273	0.960	0.65	0.624	3 inches	3.000	0.250	0.0068	3.07	184
1.00	0.00273	0.960	0.65	0.624	3 1/4"	3.250	0.271	0.0071	3.19	192
1.00	0.00273	0.960	0.65	0.624	3 1/2"	3.500	0.292	0.0074	3.31	199
1.00	0.00273	0.960	0.65	0.624	3 3/4"	3.750	0.313	0.0076	3.43	206
1.00	0.00273	0.960	0.65	0.624	4.000	4.000	0.333	0.0079	3.54	213

Courtesy of OCSD: Created 5/17/99 and modified 5/15/14, as an estimating tool for field staff. This is based on flow through orifices assumptions. Your city or agency may want to develop a similar tool.

$Q=CA(2gh)^{.5}$ Where Q=cfs C=Cv x Cc A=area(sq. ft.) g=32.2 ft/sec/sec h= water height (ft.)

Manhole Ring

Some manhole covers in use today typically only have one pick hole forcing most of the wastewater to escape from the perimeter of the manhole cover during higher flow SSOs. To estimate the volume in this example, measure the observed height of the wastewater plume exiting the manhole cover. Find the height and manhole diameter on the Manhole with Cover in Place to determine the flow rate escaping the manhole. The chart has two columns, one for 24-inch diameter covers and one for 36-inch diameter covers. Wastewater will also be escaping from the pick hole and must be accounted for separately by following the instructions for estimating an SSO from pick/vent hole. Multiply the flow rate times the number of holes that are discharging. The total estimated rate (gpm) is determined by adding together the rate being lost (gpm) from around the cover with the rate being lost (gpm) from the pick and/or vent hole(s). Once the total rate (gpm) has been determined, multiply the gpm by the duration of the SSO in minutes. This will result in the total estimated gallons of the SSO.



Example: The measured height of the plume exiting the ring of a 36-inch manhole is 1 inch. The total volume per minute would be 13 gpm from around the ring of a 36-inch manhole cover (from the attached chart). (Calculate the amount exiting the pick hole(s) and add to the total being lost around the ring). If the SSO lasted one hour the total wastewater lost would be 780 gallons (13 x 60 = 780).

Estimated loss around ring (from chart)	13 gpm
Duration of SSO	60 minutes
Total SSO (without loss from pick hole)	780 gallons

(13 gal/min x 60 minutes = 780 gallons plus amount lost from pick hole(s))

ESTIMATED SSO FLOW OUT OF MH WITH COVER IN PLACE

24" COVER

Height of spout above M/H rim H in inches	S S O FLOW Q in gpm	in MGD	Min. Sewer size in which these flows are possible
1/4	1	0.001	
1/2	3	0.004	
3/4	6	0.008	
1	9	0.013	
1 1/4	12	0.018	
1 1/2	16	0.024	
1 3/4	21	0.030	
2	25	0.037	
2 1/4	31	0.045	
2 1/2	38	0.054	
2 3/4	45	0.065	
3	54	0.077	
3 1/4	64	0.092	
3 1/2	75	0.107	
3 3/4	87	0.125	
4	100	0.145	
4 1/4	115	0.166	
4 1/2	131	0.189	
4 3/4	148	0.214	
5	166	0.240	
5 1/4	185	0.266	
5 1/2	204	0.294	
5 3/4	224	0.322	6"
6	244	0.352	
6 1/4	265	0.382	
6 1/2	286	0.412	
6 3/4	308	0.444	
7	331	0.476	
7 1/4	354	0.509	
7 1/2	377	0.543	
7 3/4	401	0.578	8"
8	426	0.613	
8 1/4	451	0.649	
8 1/2	476	0.686	
8 3/4	502	0.723	
9	529	0.761	

36" COVER

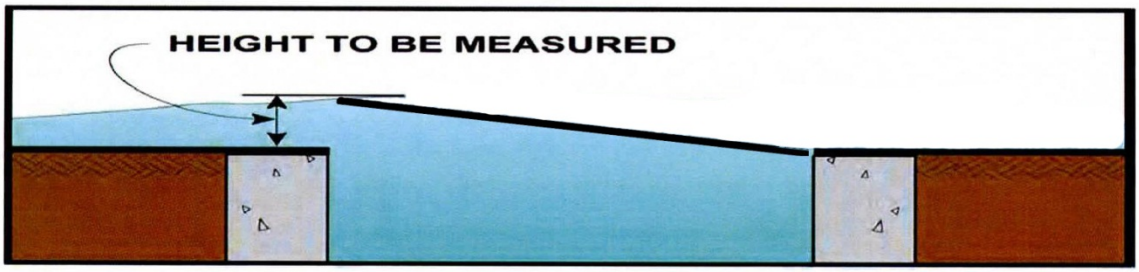
Height of spout above M/H rim H in inches	S S O FLOW Q in gpm	in MGD	Min. Sewer size in which these flows are possible
1/4	1	0.002	
1/2	4	0.006	
3/4	8	0.012	
1	13	0.019	
1 1/4	18	0.026	
1 1/2	24	0.035	
1 3/4	31	0.044	
2	37	0.054	
2 1/4	45	0.065	
2 1/2	55	0.079	
2 3/4	66	0.095	
3	78	0.113	
3 1/4	93	0.134	
3 1/2	109	0.157	
3 3/4	127	0.183	
4	147	0.211	
4 1/4	169	0.243	
4 1/2	192	0.276	
4 3/4	217	0.312	6"
5	243	0.350	
5 1/4	270	0.389	
5 1/2	299	0.430	
5 3/4	327	0.471	
6	357	0.514	
6 1/4	387	0.558	8"
6 1/2	419	0.603	
6 3/4	451	0.649	
7	483	0.696	
7 1/4	517	0.744	
7 1/2	551	0.794	
7 3/4	587	0.845	10"
8	622	0.896	
8 1/4	659	0.949	
8 1/2	697	1.003	
8 3/4	734	1.057	
9	773	1.113	

The formula used to develop Table 1 measures the maximum height of the water coming out of the maintenance manhole above the rim. The formula was taken from Hydraulics and Its Application by A.H. Gibson (Constable & Co. Limited).

Partially Covered Manhole

Sometimes an SSO will occur that only lifts one side of the manhole cover. This is especially true of manholes where the cover is on an incline with the cover lifting on the downward side of the manhole. To estimate the volume of an SSO under these conditions, calculate the area (in square feet) from where the wastewater is escaping and the velocity (in feet per second) that the wastewater is normally traveling in the sewer at half the pipe depth. The velocity is estimated from visual observation with 2 feet/second or less being a small velocity, 4 to 5 feet/second being a medium velocity, and 7 feet/second or higher being a large velocity. Velocities in the sewer above 7 feet/second may be strong enough to blow the manhole cover off. Higher velocities also tend to raise the manhole lid higher. Next, multiply by the duration

(in seconds) that the SSO occurred. Finally, multiply by 7.48 to determine the volume of the SSO in gallons. The formula is Volume (gallons) = Area (sq. ft.) x Velocity (ft/sec) x Time (in seconds) x 7.48 (gal/cu. ft.).



Example: The measured height of the plume exiting the side ring of a 24-inch manhole is 2 inches. Based upon the data provided in the Area Calculation Chart below, a 2-inch plume from one side of a 24-inch manhole cover provides 0.524 square feet of area. The velocity of the flow is estimated at 4 ft/sec (visual observation) with the assumed duration of the flow lasting for one hour. The total amount of the SSO is estimated at 56,441 gallons (.524 x 4 x 60 x 60 x 7.48 = 56,441)

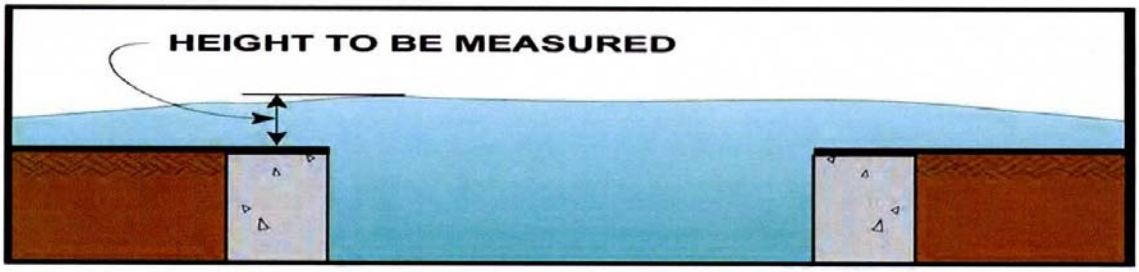
Height of plume	2 inches
Area for 24 inch manhole	0.524 square feet
Estimated velocity	4 ft/sec
Duration of SSO	60 minutes
Conversion from cu. ft. to gallons	7.48
Total estimated SSO volume	56,441 gallons

(.524 sq. ft. x 4 ft/sec x 60 minutes x 60 sec/min x 7.48 gal/cu ft = 56,441 gal)

Area Calculation Chart		
Height of Flow	24 Inch Manhole	36 Inch Manhole
.5 inches	0.131 sq. ft.	0.195 sq. ft.
1 inches	0.262 sq. ft.	0.391 sq. ft.
1.5 inches	0.393 sq. ft.	0.586 sq. ft.
2 inches	0.524 sq. ft.	0.782 sq. ft.
2.5 inches	0.655 sq. ft.	0.977 sq. ft.
3 inches	0.786 sq. ft.	1.173 sq. ft.
3.5 inches	0.917 sq. ft.	1.368 sq. ft.
4 inches	1.048 sq. ft.	1.564 sq. ft.

Open Manhole

In large events the force of the overflowing wastewater will have sufficient pressure and volume to unseat the cover from the frame and move the manhole cover away from the manhole. Typically, when the SSO rates reach approximately 7 cfs (approximately 3,000 gpm or about 4.32 mgd), there is sufficient flow and pressure to blow off the manhole cover. To estimate the volume of an SSO where the manhole cover has been removed, the average height of the plume of wastewater exiting the manhole must be measured. This measurement is from the pavement surface close to the manhole ring to the top of the plume. Take several measurements in several locations around the ring and average the findings. If possible, and being safe to protect yourself from the open manhole, find the average height of the plume for the size of the manhole lid (24-inch or 36-inch diameter) on the Area Calculation Chart to determine the rate of flow exiting the manhole. Multiply the flow rate expressed in gallons per minute from the chart multiplied by the duration of the SSO in minutes to determine the total volume of the SSO. A photo taken at a safe distance upon arrival may help you refine your estimate.



Example: Determine the observed height of the plume at several locations around the ring of the manhole and average the results. Determine the size of the manhole cover. If the average height of the plume exiting an open 24-inch diameter manhole is 2 inches, find 2 inches on the 24-inch Manhole Cover Removed Chart. Based upon the data provided in the Manhole Cover Removed Chart, the flow in gallons per minute would be 3,444 gpm. If the duration of the flow lasted for one hour (60 minutes), the total amount of the SSO would be estimated at 206,640 gallons (3,444 x 60 = 206,640).

Height of plume (average) on 24-inch manhole	2 inches
Estimated flow from chart	3,444 gpm
Duration of SSO	60 minutes
Estimated SSO total volume	206,640 gallons

(Est flow from chart 3,444 x 60 minutes = 206,640)

ESTIMATED SSO FLOW OUT OF M/H WITH COVER REMOVED

24" FRAME

Water Height above M/H frame H in inches	S S O FLOW Q in gpm	in MGD	Min. Sewer size in which these flows are possible
1/8	28	0.04	
1/4	62	0.09	
3/8	111	0.16	
1/2	160	0.23	
5/8	215	0.31	6"
3/4	354	0.51	8"
7/8	569	0.82	10"
1	799	1.15	12"
1 1/8	1,035	1.49	
1 1/4	1,340	1.93	15"
1 3/8	1,660	2.39	
1 1/2	1,986	2.86	
1 5/8	2,396	3.45	18"
1 3/4	2,799	4.03	
1 7/8	3,132	4.51	
2	3,444	4.96	21"
2 1/8	3,750	5.4	
2 1/4	3,986	5.74	
2 3/8	4,215	6.07	
2 1/2	4,437	6.39	
2 5/8	4,569	6.58	24"
2 3/4	4,687	6.75	
2 7/8	4,799	6.91	
3	4,910	7.07	

36" FRAME

Water Height above M/H frame H in inches	S S O FLOW Q in gpm	in MGD	Min. Sewer size in which these flows are possible
1/8	49	0.07	
1/4	111	0.16	
3/8	187	0.27	6"
1/2	271	0.39	
5/8	361	0.52	8"
3/4	458	0.66	
7/8	556	0.8	10"
1	660	0.95	12"
1 1/8	1,035	1.49	
1 1/4	1,486	2.14	15"
1 3/8	1,951	2.81	
1 1/2	2,424	3.49	18"
1 5/8	2,903	4.18	
1 3/4	3,382	4.87	
1 7/8	3,917	5.64	21"
2	4,458	6.42	
2 1/8	5,000	7.2	24"
2 1/4	5,556	8	
2 3/8	6,118	8.81	
2 1/2	6,764	9.74	
2 5/8	7,403	10.66	
2 3/4	7,972	11.48	30"
2 7/8	8,521	12.27	
3	9,062	13.05	
3 1/8	9,604	13.83	
3 1/4	10,139	14.6	
3 3/8	10,625	15.3	36"
3 1/2	11,097	15.98	
3 5/8	11,569	16.66	
3 3/4	12,035	17.33	
3 7/8	12,486	17.98	
4	12,861	18.52	
4 1/8	13,076	18.83	
4 1/4	13,285	19.13	
4 3/8	13,486	19.42	

Disclaimer:
This sanitary sewer overflow table was developed by Ed Euyen, Civil Engineer, P.E. No. 33955, California, for County Sanitation District 1. This table is provided as an example. Other Agencies may want to develop their own estimating tables.

Pictorial Reference

Currently there are two picture charts being widely used to assist with estimating SSO volumes. The older chart is the city of San Diego's Manhole Overflow Rate Chart with the newer chart being the CWEA Southern Section Collection Systems Committee (SSCSC) Manhole Overflow Gauge. Each chart is a pictorial depiction of how an overflowing manhole appears at a given flow rate. The SSCSC Manhole Overflow Gauge has an additional picture for each flow rate showing a wide angle view of the spill area. When using either of the pictorial reference charts, select which picture most accurately represents the SSO being estimated. Use the gpm of the associated picture multiplied times the duration of the SSO to determine the total spill volume. Example: If the selected picture shows 300 gpm and the duration of SSO is 55 minutes, the total estimated spill volume would be 16,500 gallons (300 gpm x 55 min).

Selected picture volume	300 gpm
Duration of SSO	55 minutes
Total estimated SSO	16,500 gallons
(300 gpm x 55 minutes = 16,500 gallons)	

Note: Data was obtained at training facilities where potable water was metered and photos were taken at various flow rates.

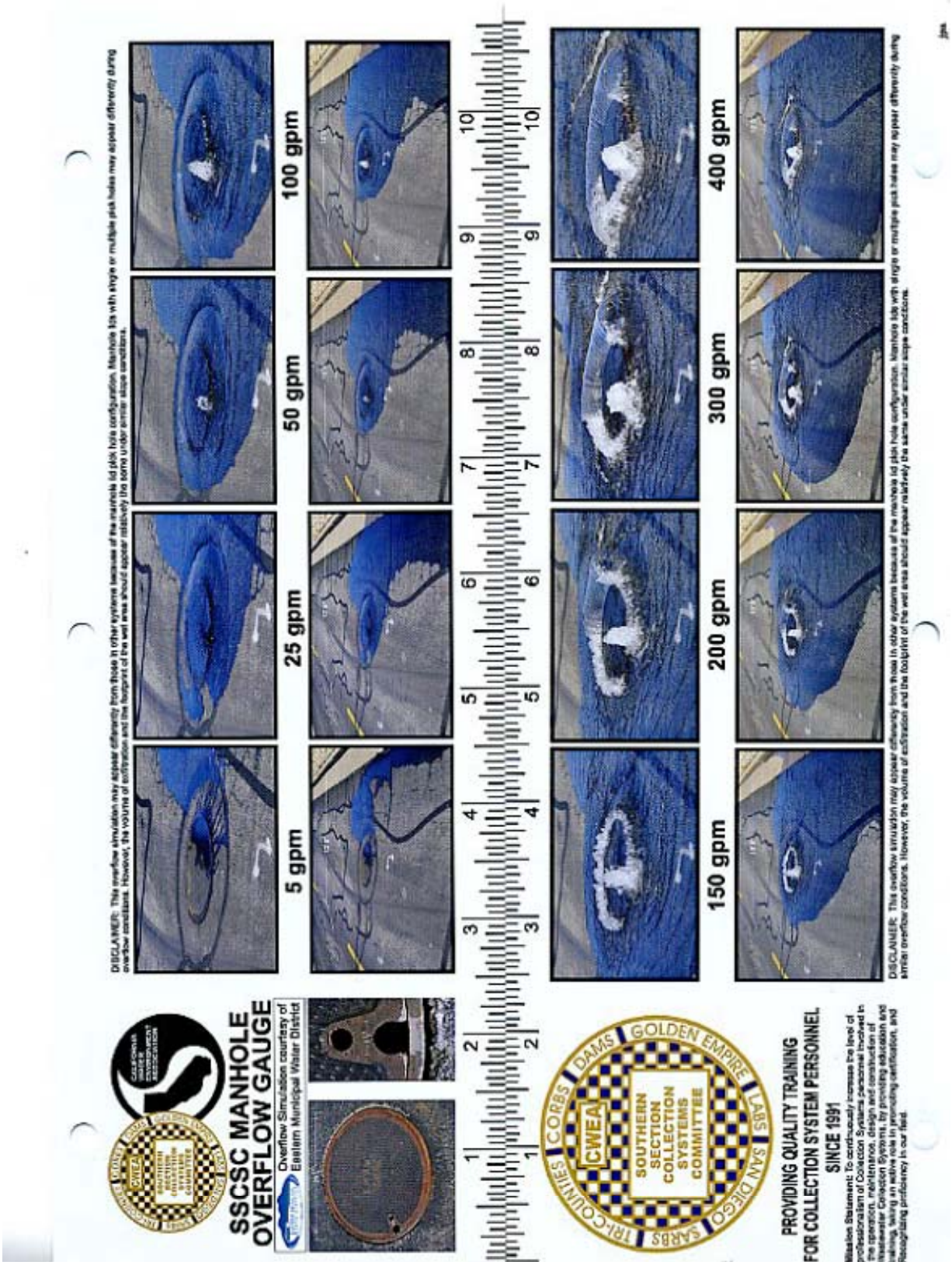
Training facilities also exist at the Orange County Sanitation District in Fountain Valley, CA.

As a reference point, an 8-inch diameter sewer flowing half full at a velocity of 2.5 ft/sec would have a flow rate of about 192 gal/min. If fully blocked, the SSO rate would be 192 gpm. For a partial blockage, the SSO rate will be less.

Other agencies have developed above ground estimating tools such as frame and cover sets that can be pressurized using potable water and simple flow meters.

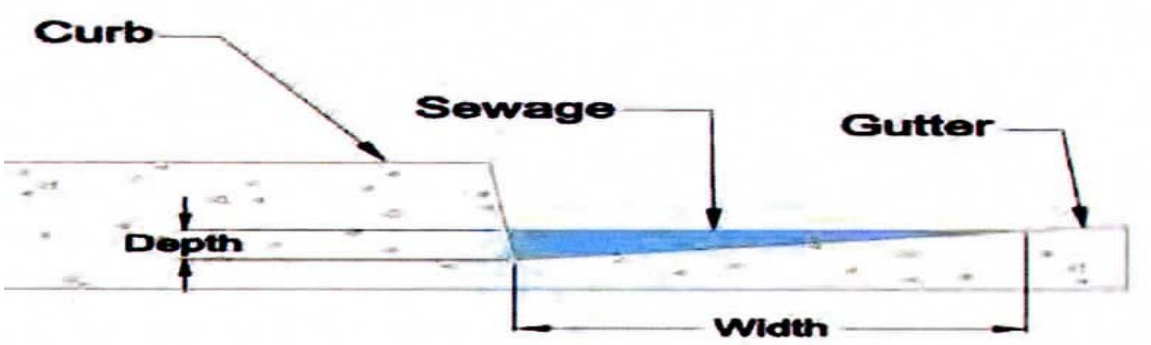
City of San Diego Manhole Overflow Picture Chart

SSCSC Manhole Overflow Gauge



Gutter Flow (Simplified Version)

Although the traditional Manning's Equation is used to calculate flows in open channels, this simplified version can be used to measure SSOs that are flowing in open channels such as ditches, curb and gutter, etc. and still achieve reasonable estimations. Two things need to be determined to utilize this method of spill estimation, the cross sectional area of the channel and the velocity of the flow in the channel. First, determine the cross sectional dimensions of the channel (width and depth of flow) to determine the area of the flow. Then determine the velocity of the flow in the channel. To determine the velocity, drop a small floating object (ping pong ball, leaf, small piece of wood, etc.) into the flow and time how long it takes the object to travel a measured distance. This should be practiced several times in a non-SSO situation, and averaged to determine the flow velocity. The velocity of the flow multiplied by the cross sectional area of the flow multiplied by the duration of the SSO will result in the approximate volume of the SSO.



$Q = V \times A$

Flow (gal/min) = Velocity (ft/sec) x Area (ft^2) x 7.48 gal/cu ft x 60 sec/min

Example: If the cross section triangular area of the spill is calculated at .5 sq.ft. with the velocity measured at .25 ft. per second, the flow would be .125 cubic feet per second. Multiply times 449 (one cubic foot per second equals 449 gallons per minute) to determine the gallons per minute (56 gpm). If the SSO lasted for 35 minutes the total estimated spill volume would be 1,964 gallons.

Simplified Cross Section Area of the SSO	
Estimated Triangular Area	0.5 square feet
Estimated Velocity	.25 feet per second
Duration of the SSO	35 minutes
Gallons per minute per cubic foot per second conversion	449
Total estimated spill volume	1,964 gallons

(Area .5 sq.ft. x Est velocity .25 ft. per sec. = .125 cfs x 449 = 56 gpm x 35 minutes = 1,964 estimated gallons spilled)

Gutters on steep hillsides will flow at higher velocities. Practice your estimating on flatter areas and steeper areas of your service area.

Bucket Method

This method can be used for small spills due to partial blockages where the entire flow stream could be captured in a bucket. Estimate how many minutes it takes to fill the bucket. Dividing the volume of the bucket (in gallons) by the elapsed time to fill the bucket (in minutes). This provides the flow rate in gallons per minute (gpm). Once the gpm has been established, multiply the gpm by the total time duration in minutes of the SSO until it stopped to determine the total estimated volume of the SSO.

Example: If it takes 30 seconds (.5 minutes) to fill a 5 gallon bucket and the total spill duration was 20 minutes, the total spill volume would be 200 gallons. (5gal/.5 min = 10 gpm x 20 min = 200 gal).

Time to fill a 5 gallon bucket	30 seconds (.5 minute)
Duration of SSO	20 minutes
Estimated spill volume	200 gallons

(5 gallons every 30 seconds equals 10 gallons per minute x 20 minutes = 200 gallons)

You can practice visual estimating by filling a bucket of known volume for a measured time from a garden hose.

Pipe Size

To calculate an SSO based upon pipe size requires the diameter of the pipe, the depth of flow in the pipe downstream of the blockage during and after the blockage, and the flow velocity in the pipe. This method calculates the amount of flow in the pipe at the same time of the day during the blockage compared to the amount of flow normally in the pipe to determine how much flow had been lost over time.

To use this method, measure the flow depth at the nearest manhole downstream from the blockage. Record the depth reading. Once the blockage has been cleared and the flow stabilized, measure the flow depth at the same manhole as before and record the reading. The attached chart can be used on various size pipelines where the velocity is 2.0 feet per second. Pipelines of other rates will have to be calculated.

To use the attached chart, find the depth of the flow during the blockage in column 1. Follow the row across to the diameter of the pipe where the blockage has occurred. The number listed will be the flow rate in gallons per minute for pipelines with a velocity of 2 feet per second. Next find the flow depth after the blockage has been removed and the flow stabilized. Move across the chart to the proper pipe size and record the flow rate for a free flowing pipeline. Subtract the flow rate from the blocked pipe from the flow rate of the free flowing pipe. The remainder will be the flow rate lost. Multiply the flow rate lost times the duration of the SSO to determine the total flow volume lost. Example: If the flow depth during the blockage of a 10-inch pipe was 1 inch, the flow rate would 25 gpm. After the blockage was cleared and the flow stabilized, the flow depth was now 5 inches then the flow rate would be 240 gpm. To determine the amount lost, subtract the gpm (pipe blocked) from the gpm (pipe cleared) (240 gpm – 25 gpm = 215gpm) leaving the flow rate of the SSO. Multiply the remaining flow rate multiplied by the duration of the SSO in minutes to estimate the total volume of the SSO.

Flow Depth Inches	8 " PIPE	10" PIPE	12" PIPE	15" PIPE	18" PIPE	21" PIPE	24" PIPE
1	20 GPM	25 GPM	30 GPM	35 GPM	40 GPM	45 GPM	50 GPM
2	60	70	80	85	95	105	125
3	110	125	135	150	175	185	210
4	160	180	200	235	260	285	320
5	190	240	280	315	360	380	445
6	260	310	355	415	455	500	555
7	290	370	425	495	570	620	695
8	320	430	500	600	680	760	815
9		465	575	690	800	890	965
10		490	625	775	905	1005	1120
11			685	870	1020	1135	1275
12			715	935	1130	1260	1410
13				1020	1240	1415	1580
14				1070	1345	1520	1690
15				1105	1425	1650	1850
16					1495	1760	1990
17					1550	1880	2110
18					1595	1980	2285
19						2050	2410
20						2115	2530
21						2160	2630
22							2700
23							2765
24							2820

Note: the chart assumes V = 2.0 feet per second and n = 0.013

1. Record the time that spill was reported.
2. Record the flow, in inches, downstream of the spill or blockage. Record the pipe size in inches. Determine flow rate in gallons per minute (GPM) using chart above.
3. Re-establish flow and allow stabilizing. Record the time that flow stabilizes and the depth of flow, in inches. Determine flow rate using chart above.
4. Subtract the flow rate calculated in #2 from the flow rate calculated in #3.
5. Multiply the result of 4 by the minutes elapsed from notification to stopping overflow.
6. Report total amount in gallons on the SSO Report.

Note: The above chart is only for pipelines of the diameters shown and flowing at a velocity of 2.0 ft/sec.

Metered Flow

Estimates of the amount of wastewater spilled from a continuously metered system can be achieved utilizing upstream and downstream flow meters located close to the point where the wastewater escaped. Flow meters may be located at strategic locations throughout the wastewater collection system or at the intake or discharge of wastewater pump or lift stations. Flow metering usually occurs on pressure systems. If a spill is suspected on a metered upstream wastewater line, check the flow meter readings for abnormalities and note the time they start. Also check the flow meter readings at the downstream flow meter. If the downstream readings are lower than usual, the difference may be the amount of wastewater being lost to a spill. Abnormal pumping cycles for pump or lift stations located downstream from the spill can also be used to estimate the volume of a spill. Portable flow meters could also be installed in gravity sewers after a SSO event to help verify average flows at various times of the day when full or partial blockages may have occurred. You should also perform

this on the same day of the week that the SSO occurred. This is also a good way to understand how flows will change during the day in various parts of your system.

Rain Events

Previous examples of methods throughout the document were all in dry weather situations. Rain events cause substantial difficulties for SSO responders in establishing an accurate estimate of an SSO. Infiltration into the sewer system will increase, sometimes dramatically, the system flow including the amount of the SSO. When estimating the SSO amount during a rain event, the estimate is to include only the amount of wastewater that left the collection system (this includes any clear water inflow and/or infiltration (I&I) that entered the collection system upstream of the SSO) and not any waters that the wastewater comingled with after leaving the system. Although the comingled waters are considered contaminated by the SSO and may be involved in the cleanup, they should not be considered in the estimate of the volume of sewage spilled for the event. Consult with your city or agency management or your site-specific procedures to be used during wet weather SSOs.

Saturated Soils

Spills that have occurred on or migrated to grassy or dirt areas can be estimated if the area is dry and is not regularly irrigated like a field or dirt parking lot. This method is effective only during dry weather and not during or after a rain event. To estimate how much wastewater has been lost to the soil, first determine how many cubic feet of soil has been wetted. First determine the size of the area where the spill occurred. This is done in the same manner as for spills that occurred on hard surfaces and as discussed in the Measured Volume Method. Next determine how deep the soil has been saturated. To determine the depth of the soil saturation, dig several test holes with a round point shovel until dry soil is reached. Measure the depth of each hole and determine the average depth of the saturated soil. Multiply the area of the spill (in square feet) times the average depth of the soil saturation to determine the amount (in cubic feet) of saturated soil. Different types of soils will retain moisture in different amounts. Water will penetrate sandy soils quicker than clay soils and clay soils are capable of holding more moisture than sandy soils. Use an average of 18% moisture content when estimating the amount of wastewater that has saturated the soil.

Example: If the spill was contained in a dry dirt or grassy area of 10 feet by 20 feet, the area of the spill would be 200 square feet if it was a perfect rectangle (assumed). If the wastewater penetrated the soil to an average depth of 3 inches, the total amount of saturated soil would be 50 cubic feet (10 x 20 x .25 = 50 cf.). To determine the amount of wastewater suspended in the wetted soil, multiply the 50 cubic feet times 7.48 gallons per cubic foot (50 cf x 7.48 gal/cf = 374 gallons). Next multiply the gallons times the average amount of moisture the soil can hold (use 18% as a rough estimate or calculate the soil moisture) to determine the actual estimated amount of wastewater that has saturated the soil (374 gal x .18 = 67.3 gallons of wastewater contained in the soil for the area of the spill). Add the amount of wastewater estimated to be contained in the soil with the amount of surface wastewater that was removed to achieve an estimated total amount of the wastewater spill.

Simple method to calculate soil moisture content:
Equipment needed: One coffee filter; a funnel; a graduated measuring cup; a jar or bottle. Place the coffee filter into the funnel. Place the funnel into the mouth of the jar or bottle. Place one cup of clean dry soil from the spill site onto the coffee filter. Pour one cup (8 ounces) of water onto the soil and allow the water to drain into the jar. Once the water has stopped dripping from the funnel, remove the funnel and measure the amount of water in the jar. The difference between the amount of water in the jar and the 8 ounces originally poured over the soil is the amount of moisture the soil retained.

Example: If six and one half ounces (6.5) remained in the jar, one and one half ounce (1.5) or 18.75% remained in the soil. The soil moisture content would be 18.75%.

Combo Truck or Vacuum Truck Recovery

When the spill is contained to a specific area and recovered by a combo or vacuum truck, the amount recovered can be used in calculating the amount of the original spill. If the spill is contained on a hard surface, estimate the total spill volume by what was captured by the combo or vacuum truck plus the amount that could not be captured. To estimate the amount not captured by the combo or vacuum truck, use the Measured Volume Method. For wet spots on concrete, use a depth of 0.0013 ft. or 1/64 inch. For wet stains on asphalt, use a depth of

0.0026 ft. or 1/32 inch. If the spill is contained on soil, use the Saturated Soils Method to determine how much of the spill soaked into the soil and add to the amount captured by the combo or vacuum truck.

Conversion Factors

1.0 cfs = .6463 mgd

One cubic foot of water (cf) = 7.48 gallons

One cubic foot of water per second (cfs) = 448.8 gallons per minute

A cylinder 1 foot in diameter and one foot deep = 5.87 gallons

A 1 square foot triangle 1 foot deep = 3.25 gallons

One inch or 1/12 ft = .083 feet

Volumes Recovered with Trucks or Pumped to Tanks

Level gauge on truck or

Known volume of the full tank or

Number of full tank trucks used during large SSO events

Use your agency's approved conversion factors, if available.

References

California Environmental Protection Agency

http://www.calepa.ca.gov/

State Water Resources Control Board

http://www.swrcb.ca.gov/

Sanitary Sewer Overflow (SSO) Reduction Program

http://www.swrcb.ca.gov/water_issues/programs/sso/index.shtml

Sample Worksheet

(City or Agency Name)

SSO Volume Estimation Worksheet

SSO Address/Location: _____ **Date:** _____

SSO Volume Method of Estimation (check appropriate box and provide appropriate information for method used below)

Pictorial Reference Flow Rate Chart (San Diego Chart ☐ CWEA Ruler ☐)
Vent or Pick Holes ☐ Eyeball estimate ☐

Measured volume ☐ Counting Connections ☐ Manhole Ring ☐ Partially Covered Manhole ☐ Open Manhole ☐

Bucket Method ☐ Pipe Size Method ☐ Gutter Flow Method ☐ Metered Flow ☐
Rain Event Method ☐

Saturated Soils Method ☐ Combo/Vacuum Truck Recovery Method ☐

Spill Start Date: _____ Spill Start Time: _____

Spill End Date: _____ Spill End Time: _____ Total Est. Spill Volume (gal): _____

Provide a detailed description of the method(s) used to determine the SSO estimate. (Use additional sheets as needed)

Signed: _____ **Date:** _____

APPENDIX D
TRAINING DOCUMENTS

Hi-Desert Water District
Overflow Emergency Response Plan - Training Log

Instructions: Following annual training on **Hi-Desert Water District Overflow Emergency Response Plan**, responders, staff with responsibilities within the plan, and contractors that respond to overflows should sign and date below. Individuals are encouraged to provide any comments regarding the necessity to update or modify the plan.

Training Date	Employee/ Contractor Name	Signature	Comments

Hi-Desert Water District
Overflow Emergency Response Plan - Training Log

Instructions: Following annual training on **Hi-Desert Water District Overflow Emergency Response Plan**, responders, staff with responsibilities within the plan, and contractors that respond to overflows should sign and date below. Individuals are encouraged to provide any comments regarding the necessity to update or modify the plan.

Training Date	Employee/ Contractor Name	Signature	Comments

Hi-Desert Water District
Overflow Emergency Response Plan - Training Test

Instructions: Following annual training on the **Hi-Desert Water District Overflow Emergency Response Plan**, responders, staff with responsibilities within the plan, and contractors that respond to overflows should answer the questions below. Individuals are encouraged to provide any comments regarding the necessity to update or modify the plan.

1) What are the goals of the **District** OERP?

_____

_____

_____

_____

_____

_____

2) What are the priorities of a first responder to a SSO?

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

3) How do you locate the nearest stormwater inlet that could be impacted by the SSO?

_____

4) How do you know the location of the outfall of a stormwater conduit impacted by an SSO?

_____

5) What SSOs trigger a Failure Analysis Investigation?

_____

6) What is determined by the Failure Analysis Investigation?

_____

_____

7) Who receives a copy of the Failure Analysis Investigation report?

_____

8) Where are the materials stored for responding to an SSO?

_____

9) What conditions constitute a Category 1 SSO?

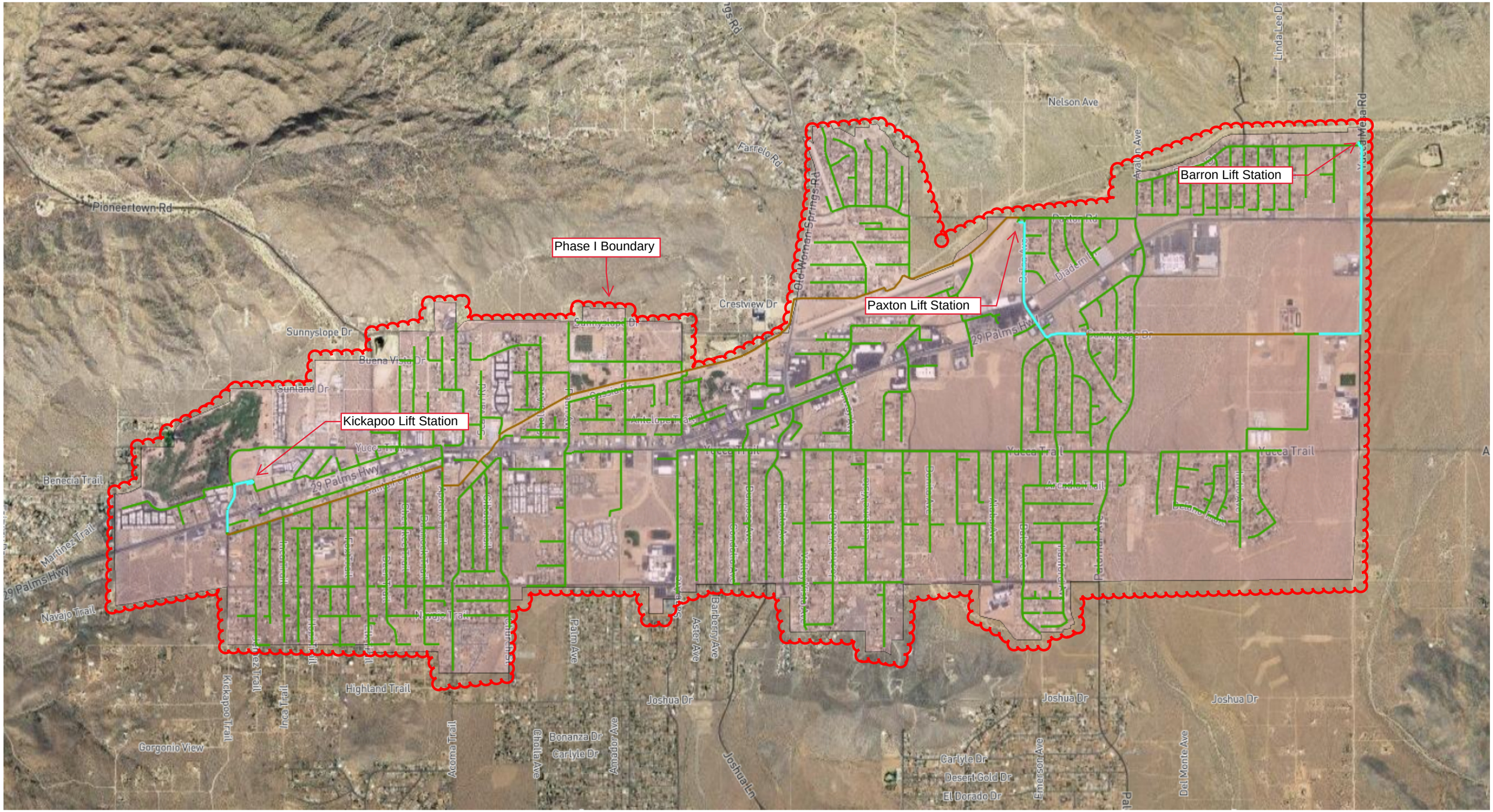
_____

10) If a large SSO occurs and the **District** needs outside equipment or resources who do you call? and what are their 24-hour phone numbers?

_____

APPENDIX E
MAP OF VULNERABLE ASSETS THAT COULD DISCHARGE TO WATERS OF THE STATE

Lift Stations



1" = 2575 ft	SSMP	08/29/2023	HI-DESERT WATER DISTRICT

Barron Lift Station

1" = 119 ft	SSMP	08/29/2023	HI-DESERT WATER DISTRICT

This map may represents a visual display of related geographic information. Data provided here on is not guarantee of actual field conditions. To be sure of complete accuracy, please contact the responsible staff for most up-to-date information.

Kickapoo Lift Station

1" = 70 ft	SSMP	08/29/2023	HI-DESERT WATER DISTRICT

This map may represents a visual display of related geographic information. Data provided here on is not guarantee of actual field conditions. To be sure of complete accuracy, please contact the responsible staff for most up-to-date information.

Paxton Lift Station

1" = 56 ft	SSMP	08/29/2023	HI-DESERT WATER DISTRICT

APPENDIX E
DISTRICT'S FOG PROGRAM

HI-DESERT WATER DISTRICT

FATS OILS AND GREASE PROGRAM

Prepared for:
Prepared for:
Hi-Desert Water District
55439 29 Palms Highway
Yucca Valley, CA 92284

October 2019

Prepared by:
Orrin Plocher and Stan Thiesen

of

Freshwater Environmental Services

78 Sunny Brae Center
Arcata, California 95521
Phone (707) 839-0091

LIST OF APPENDICES

APPENDIX A

FOG POLICY

Subject	Policy Number	Date Adopted
Establishing a Fats, Oils and Grease (FOG) Policy	xx-xx	XX/XX/19

Background:

The Water Reclamation Facility staff recognizes that the District must be proactive in protecting the sewer collection system from grease accumulation and blockages that may cause sanitary sewer overflows (SSOs) in violation of the Districts Waste Discharge Requirements(WDR), which can create public health hazards and subject the District to administrative penalties. The District recognizes that in order to do this, policies, procedures and requirements for governing the installation and maintenance of grease and oil interceptors for Food Service Establishments (FSEs) must be adopted.

Authority:

The District's Sewer Use Ordinance gives authority to manage and enforce this policy in Title 9, Section 8.15.030 Pretreatment of Wastewater", (B) Additional Pretreatment Measures

Assigned Responsibility:

General Manager or delegate.

Applicability:

This policy shall apply to all Food Service Establishments (FSEs) within the District's service area.

Definitions:

Fats, Oils, and Greases (FOG): Organic polar compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules.

Grease Interceptor: Any plumbing appurtenance or appliance that intercepts fats, oil and grease from a wastewater discharge.

A. Hydromechanical Grease Interceptor: A plumbing appurtenance or appliance that intercepts fats, oil and grease from a wastewater discharge and is identified by flow rate, and separation and retention efficiency. The design incorporates air entrainment, hydromechanical separation, interior baffling, and/or barriers in combination.

1. Grease Removal Device: Any hydromechanical grease interceptor that

automatically, mechanically removes FOG from the interceptor, the control of which are either automatic or manually initiated.

2. Grease Trap: A device designed to retain grease from one to a maximum of four fixtures.

3. Trapzilla or Approved Equal: A polyethylene large capacity hydromechanical grease interceptor.

B. Gravity Grease Interceptor: A plumbing appurtenance or appliance that is installed in a sanitary drainage system to intercept FOG from a wastewater discharge and is identified by volume, retention time, baffles, a minimum of two compartments, a minimum total volume of 750 gallons, and gravity separation. Gravity grease interceptors are generally installed outside.

Food Service Establishment (FSE): Those establishments primarily engaged in activities of preparing, serving, or otherwise making food available for consumption by the public. FSEs include but are not limited to restaurants, commercial kitchens, caterers, hotels, schools, hospitals, prisons, correctional facilities, and care institutions.

Best Management Practice (BMP): Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to reduce the FOG discharges.

FOG Requirements:

A. All FSEs where food is being prepared or kitchenware is being washed shall install an appropriate type and sized grease interceptor approved by the General Manager.

B. Existing FSEs with planned plumbing improvements or tenant improvement plans subject to a building permit shall be evaluated during the building permit process and shall install an appropriately sized grease interceptor if one is not already in place. If a grease interceptor is required, these facilities shall first obtain approval of device type and size from the General Manager for proper device type and size prior to receiving a building/plumbing permit.

Newly constructed FSEs shall install an appropriately sized gravity grease interceptor in conformance with California Plumbing Code (CPC) Chapter 10. All such facilities shall obtain prior approval from the General Manager for sizing prior to receiving a building permit.

C. All existing food service establishments that are determined by the General Manager, to have a reasonable potential to adversely impact the District's sanitary sewer system will be required to install an appropriately sized grease interceptor or upgrade their current system to conform to the requirements of this policy. Facilities with undersized or nonfunctional grease interceptors as determined by the District will be required to install an appropriately sized grease interceptor or upgrade their current system to conform to the requirements of this policy. FSEs will be notified of their obligation to fulfill applicable requirements within 90 days or time period specified in a written notice.

Plan Review:

All building plans for the new construction of FSEs, as well as alterations of an existing FSE that require a building permit shall be approved by the General Manager prior to issuance of the building permit.

Alternative Pretreatment Technology:

A. Devices required under this Policy shall be installed unless the General Manager authorizes the installation of alternative pretreatment technology. The installation of alternative pretreatment technology will be considered where the installation of a grease interceptor is not feasible due to physical constraints or other considerations.

B. Alternative pretreatment technology includes, but is not limited to, devices that are used to trap, separate and hold grease from wastewater and prevent it from being discharged into the sanitary sewer. All alternative pretreatment technology must be appropriately sized and approved by the General Manager.

Installation Requirements:

A. Grease interceptor sizing and installation shall conform to the current edition of the California Plumbing Code or other codes adopted by the District.

B. Waste lines leading from sinks, drains, and other fixtures or equipment in FSEs where grease may be introduced into the sanitary sewer system may be required to be connected to a grease interceptor.

C. Gravity grease interceptors shall be constructed in accordance with the District Standards. The minimum size gravity grease interceptor allowed is 750 gallons. If more than one interceptor will be installed to achieve the required storage capacity, the interceptors shall be installed in series. All interceptors except the final one shall be designed as a single chamber interceptor. Gravity grease interceptors shall not be located in a food or utensil handling area.

D. Trapzilla Hydromechanical Grease Interceptors or Approved Equal shall be a minimum size of 75 gallons per minute unless specifically authorized by the General Manager.

E. Grease interceptors shall be installed at a location where they are easily accessible for inspection, cleaning, and removal of intercepted grease.

F. Grease traps are not allowed in new construction and remodels unless specifically approved by the General Manager. Approval shall only be granted in instances where the installation of a gravity grease interceptor, grease removal device, Trapzilla (or Approved Equal), or alternative pretreatment technology is not feasible. Grease traps shall not be located, in a food or utensil handling area.

G. Sanitary wastes shall not be discharged to a grease interceptor.

H. No food waste disposal unit or dishwasher shall discharge into any hydromechanical grease interceptor.

1. Existing facilities with food waste disposal units that discharge to hydromechanical grease interceptors or discharge directly to the sanitary sewer shall remove the food waste disposal unit or connect it to a gravity grease interceptor with a minimum size of 1,000 gallons.

2. Existing facilities with dishwashers that discharge to hydromechanical grease interceptors shall re-route the dishwasher to discharge directly to the sanitary sewer or with the approval of the General Manager may discharge to a gravity grease interceptor with a minimum size of 750 gallons.

Maintenance Requirements:

A. All grease interceptors/devices shall be maintained in efficient operating condition in conformance with District's Ordinances. Accumulated grease and sediment shall be removed as required. At a minimum gravity grease interceptors and grease traps shall be cleaned when the volume of sediment and grease equals or exceeds 25% of the total depth of the sediment, water, and grease layers.

B. Grease Removal Devices, Trapzillas (or Approved Equals), and Alternative Pretreatment Technologies shall be cleaned and maintained in accordance with the manufactures' recommendations.

C. No collected waste shall be introduced into the sanitary sewer.

D. All grease interceptors shall be kept free of non-food waste including but not limited to grit, rocks, gravel, sand, eating utensils, cigarettes, trash, towels, and rags.

E. The addition chemicals, enzymes, emulsifiers, live bacteria or other grease cutters or additives used for purposes of grease reduction to a grease interceptor is specifically prohibited.

F. If the General Manager determines that a grease interceptor is not being properly cleaned and maintained, the District may mandate a maintenance program. Maintenance programs shall include but are not limited to mandatory cleaning frequencies. Facilities that fail to adhere to a mandated maintenance program may be required to install additional grease interceptors.

APPENDIX B

INVENTORY OF COMMERCIAL DISCHARGERS

	Business	Site Address	Town	State	Zip		Permit
Veterinarians	Companion Animal Clinic	7332 Pioneertown Road	Yucca Valley	CA	92284	Vet for small animals. Digital X-Rays.All sharps are collected in a container and disposed of offsite. Blood waste is disposed of in bio-hazard bags and hauled offsite. Domestic sewage. No permit required. No photo.	No
	Petco Veterinary Services	58713 29 Palms Hwy	Yucca Valley	CA	92284	Shots are administered once a month by a mobile veterinarian. All sharps are collected by a mobile vet and taked offsite. No permit required. No photo.	No
	VCA Animal Hospital	57185 29 Palms Hwy	Yucca Valley	CA	92284	Digital X-Rays. All sharps are collected and hauled offsite. Bio-hazard waste is bagged and hauled offsite. Domestic sewage. No permit required. No photo.	No
Dentist	Desert Hills Dentistry	57340 29 Palms Hwy	Yucca Valley	CA	92284	Dental office with amalgam removal. Permit required.	Yes
	Hart Family Dental	56728 29 Palms Hwy	Yucca Valley	CA	92284	Dental office with amalgam removal. Permit required.	Yes
	Joshua Lane Dental	7255 Joshua Lane #B	Yucca Valley	CA	92284	Dental office with amalgam removal. Permit required.	Yes
	Lomardo Family Dentist	56969 Yucca Trail #C	Yucca Valley	CA	92284	Amalgam seperator at this office. Receptionist says X-Rays are digital. No photo. Permit required.	Yes
	Morango Basin Health Care District Dental	57019 Yucca Trail	Yucca Valley	CA	92284	Dental office. Digital X-Rays. Amalgam removal. Permit required. No photo.	Yes
	Richard Schnitgen, DDS	56020 Santa Fe Trail	Yucca Valley	CA	92284	Closed at this time.	
	Schantz & Morando Dental	57045 Yucca Trail #201	Yucca Valley	CA	92284	Orthodontic care only. No amalgam removed or used. Domestic sewage for restrooms. No permit required. No photo.	No
	Sheldon Hough, DDS	57463 29 Palms Hwy #204	Yucca Valley	CA	92284	Dental office with amalgam removal. Permit required.	Yes
	The Pediatric Dentist	7144 Airway Avenue	Yucca Valley	CA	92284	Dentistry only for children. No amalgam used or removed. Digital X-Rays. No permit required. No photo.	No
	Yane Levy, DDS	57337 Yucca Trail	Yucca Valley	CA	92284	Dental office with amalgam removal. Permit required.	Yes
	Yoonho H. Chang General Dentistry	7024 Airway Avenue	Yucca Valley	CA	92284	Dental office with amalgam. Permit required.	Yes
	Yucca Valley Dental Group	58457 29 Palms Hwy #101	Yucca Valley	CA	92284	Dental office with amalgam removal. Permit required.	Yes
Motels	Americas Best Value Inn	57096 29 Palms Hwy	Yucca Valley	CA	92284	Hotel with stoves and microwave ovens. Stoves are not used often. No grease removal device. No permit required. No photo.	No
	Best Western	56525 29 Palms Hwy	Yucca Valley	CA	92284	Package treatment plant. Not hooking up at this time.	No
	Budget Motel	7378 Deer Trail	Yucca Valley	CA	92284	Closed at this time. Under renovation.	
	Desert Sky Motel	55492 29 Palms Hwy	Yucca Valley	CA	92284	Motel rooms have microwave ovens only. RV dump station is closed and not used. Domestic sewage for restrooms. No permit required. No photo.	No
	Desert View Motel	57471 Primrose Drive	Yucca Valley	CA	92284	No kitchens in units. No grease removal device. Domestic sewage only. No permit required. No photo.	No
	Hat Rack Motel	55875 29 Palms Hwy	Yucca Valley	CA	92284	Motel with microwave ovens. Domestic sewage only. No permit required. No photo.	No
	Sands Motel	55446 29 Palms Hwy	Yucca Valley	CA	92284	Microwave ovens only. Domestic sewage for restrooms. No permit required. No photo.	No
	Super 8	57096 29 Palms Hwy	Yucca Valley	CA	92284	No kitchen. All food is package food and prepared in microwave ovens. No grease removal device. Domestic sewage only. No permit required. No photo.	No
	Travelodge Inn	54850 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. Food preperation is microwave only or packaged food. Domestic sewage only. No permit required. No photo.	No

Dry Cleaners	Oasis Cleaners	57109 29 Palms Hwy	Yucca Valley	CA	92284	All chemicals are are contained in a closed loop dry cleaning machine. No waste can be discarded from unit. No permit required. No photo.	No
	Norge Laundry & Cleaning	56436 29 Palms Hwy	Yucca Valley	CA	92284	Dry cleaning chemicals are stored in machine and disposed of in 2 containers out back. Laundromat has a seperator attached to the septic tank.	Yes
RV Dump Station	Pioneer Town Road RV Park	55408 29 Palms Hwy	Yucca Valley	CA	92284	RV park with a dump station. Dump stations has 2 dump ports. Domestic sewage for restrooms. Permit Required.	Yes
	Desert Sky Motel	55492 29 Palms Hwy	Yucca Valley	CA	92284	RV dump station is closed and not used. No permit required. No photo.	No
Super Markets	99 Cents Only Store	57980 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. No permit required. No photo.	No
	Dollar General	55556 29 Palms Hwy	Yucca Valley	CA	92284	No food preperation. No permit required.	No
	Dollar Tree	58100 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. No oil or grease produced. No permit required. No photo.	No
	Kasa Market & Taco Shop	56089 29 Palms Hwy	Yucca Valley	CA	92284	Grease trap located next to food preparation area for grease. Oil collected and put into oil tank in the rear of the store to the south.	Yes
	Stater Bros	57075 29 Palms Hwy	Yucca Valley	CA	92284	Grease collection barrel located in the rear of the store in the refrigerator area past food preperation area.	Yes
	Stater Bros	58060 29 Palms Hwy	Yucca Valley	CA	92284	Grease barrel located in the kitchen area on the east side in the front of the store.	Yes
	Sue's Health Food	56840 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food preparation. Domestic sewage only. No permit required. No photo.	No
	Vons	57590 29 Palms Hwy	Yucca Valley	CA	92284	Grease barrel for used oil and grease located in the rear of the store in the freezer.	Yes
	Walmart Supercenter	58501 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located on east side of the building. Interceptor is 4 lid configuration. Oil container is located in back storage room on east side of store inside.	Yes
Gas Stations	76 Gas Station	57226 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food preperation. Domestic sewage only. No permit required. No photo.	No
	Arco	56284 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food preperation. Domestic sewage only. No permit required. No photo.	No
	Arco	58181 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building, in the dirt, on the southeast conerner of the building. Station will need to be inspected for grease. Potentially, the station may receive a waiver if no grease is produced.	Yes
	Bart CO.	56504 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food preperation. Domestic sewage only. No permit required. No photo.	No
	Circle K	6940 Old Woman Springs Road	Yucca Valley	CA	92284	No grease removal device. No food preperation. Domestic sewage only. No permit required. No photo.	No
	Flyers	57407 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. Station has roller dogs. Waste is collected in tin foil and disposed of in trash. Store is set to remodel in the future with plans to add a restaurant, which would require a permit once the store is remodeled. No permit rquired at this time.	No
	Gas & Save/ Valero	55716 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food preperation. Domestic sewage only. No permit required. No photo.	No

	Star Market & Liquor	57387 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food preperation. Domestic sewage only. No permit required. No photo.	No
	USA Gasoline	56888 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food preperation. Domestic sewage only. No permit required. No photo.	No
Convenience Store	7-Eleven	55277 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. Roller hotdog trays are cleaned manually and all waste goes to trash can. No permit required.	No
	Super 1 Liquor Wine	55899 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No oil or grease produced. Fronzen foods only, microwave used for food preperation. No permit required. No photo.	No
	Yucca Valley Liquor	55958 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. Food preperation is microwave only. Domestic sewage only. No permit required. No photo.	No
Automotive	AA Tire	55979 29 Palms Hwy	Yucca Valley	CA	92284	Tires and brakes only. No hazardous waste generated. Domestic sewage for restroom. No permit required. No photo.	No
	Ace Alternators	7185 Mohawk Trail	Yucca Valley	CA	92284	Electrical and automotive repair. Hazardous waste generated. Used oil is taken to local auto parts store. 2 parts cleaners in rear of shop. Domestic sewage for restroom. Permit required.	Yes
	Allstate Driveshaft	55525 Yucca Trail	Yucca Valley	CA	92284	Driveshaft manufacture. No hazardous waste generated. Domestic sewage for restroom. No permit required. No photo.	No
	American Auto Dealers	56341 29 Palms Hwy	Yucca Valley	CA	92284	Auto sales only. No automotive repair done onsite. Auto repair is sent to local shops. No hazardous waste generated. No permit required. No photo.	No
	American Tire Depot	56916 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair. Waste oil and coolant waste barrels. Used oil filters next to waste oil barrels. Domestic sewage for restroom. Permit required.	Yes
	AutoZone	56505 29 Palms Hwy	Yucca Valley	CA	92284	Waste oil tank from customers used oil onsite. BMP's are used for an oil spill which is collected and disposed of offsite. Domestic sewage. No permit required.	No
	Baja Worx Enterprises	56764 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair, limited waste generated. No waste oil storage. No sink or restroom. Water hookup is outside the building. Permit required.	Yes
	Big O Tire	57972 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair, oil changes and coolant. Domestic sewage from restroom. Used oil tank has double containment. New oil tank has double containment. Permit required.	Yes
	Bob's Autoglass N Tint	56310 Pima Trail #D	Yucca Valley	CA	92284	Automotive and residential window tinting. Glass replacement. Tint is film only. All waste is disposed of in trash. No hazardous waste generated. No permit required. No photo.	No
	CalTrans Paradise Valley Maintenance Station	6690 La Contenta Rd	Yucca Valley	CA	92284	Auto and truck maintenance shop. Oil changes, no repair. Wash rack onsite. Fuel station onsite. Clafifiers onsite for wash rack. Hazardous storage containers onsite. Emulsion stored onsite. Permit required.	Yes
	Carquest Auto Parts	56315 29 Palms Hwy	Yucca Valley	CA	92284	Closed at this time.	
	Castrol Premium Lube Express	56309 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage from restroom. All oil is collected in receptacles and drained to a large waste oil tank. Waste oil is hauled offsite. BMP's used for oil spills and hauled offsite. No floor drains in oil bay. Permit required. No photo.	Yes
	Charley's Muffler Services	56760 29 Palms Hwy	Yucca Valley	CA	92284	Domestic waste only. Muffler shop only. No hazardous waste generated. No permit required. No photo.	No
	Classic Autoworks	7310 Pioneertown Road	Yucca Valley	CA	92284	Automotive paint and body shop. Hazardous waste generated. Paint is water based. Domestic sewage. Permit required.	Yes

Cleve's Automotive	7346 Fox Trail	Yucca Valley	CA	92284	Automotive repair shop. Limited hazadous waste generated. Oil fliters are crushed and waste oil and filters are hauled off. Coolant is recycled or waste is hauled off. Permit required.	Yes
CP Automotive	6540 La Contenta Rd	Yucca Valley	CA	92284	No floor drains in building. Domestic sewage. Waste oil and coolant collected in waste barrels and hauled offsite. Used rags are hauled offsite. Permit required.	Yes
Desert Bound RV Repair	7134 Mohawk Trail	Yucca Valley	CA	92284	RV repair and service. Minimal hazardous waste generated. Generator services only. Waste oil taken to local auto parts store. Domestic sewage for restroom. Permit required.	Yes
Diamond Automotive	55288 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair shop. Waste oil and coolant collected in waste barrels and hauled offsite. No floor drains in shop. Domestic sewage. Permit required.	Yes
Discount Tire Center	7288 Barberry Avenue	Yucca Valley	CA	92284	Automotive repair and tire shop. Waste oil, coolant annd new oil are locked in a room on the south end of the shop. Hazardous waste generated. Used oil rags are collected in a separate container. New oil tank inside shop also. All mwaste is hauled offsite. Floor drains in shop, they dry mop any spills and do not wash down the drains. Waste sump clafifier to the east of shop. Domestic sewage for restrooms. Permit required.	Yes
Down the Road Motors	56976 29 Palms Hwy	Yucca Valley	CA	92284	Auto sales only. No automotive repair. No hazardous waste generated. Domestic sewage for restrooms. No permit required. No photo.	No
Empire Wraps	54934 29 Palms Hwy	Yucca Valley	CA	92284	Waste is paper. They use vinyl wraps only. Restroom waste only. No permit required. No photo. Business is closed.	No
Fisher Motorcycle Service	55940 29 Palms Hwy	Yucca Valley	CA	92284	Limited motorcycle repair. Limited hazardous waste generated. No waste tanks. Domestic sewage for restroom. Permit required.	Yes
Fred's Tires	55666 Yucca Trail #D	Yucca Valley	CA	92284	Tire shop only. No hazardous waste generated. Domestic sewage only. No permit required. No photo.	No
French's Foreign Auto Parts	56572 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair with limited waste generated. Domestic sewage. Permit required.	Yes
Full Throttle Deals	56316 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. Parts store. No permit required. No photo.	No
Full Race Supply	7331 Hopi Trail	Yucca Valley	CA	92284	Parts store and new engine rebuilds only. No hazardous waste generated. No permit required. No photo.	No
Gordon Buma Automotive	7363 Wamego Trail	Yucca Valley	CA	92284	Owner says he is closing down the business at the end of the month. Closed	
Hi Desert Glass	7253 Mohawk Trail #A	Yucca Valley	CA	92284	No hazrdous waste generated. Domestic sewage for restroom. No permit required. No photo.	No
Hwy 62 Motors	56222 29 Palms Hwy	Yucca Valley	CA	92284	Auto sales business is currently closed. Current occupant does no auto repair. Re-inspection will be done when business is open.	
Jiffy Lube	56982 29 Palms Hwy	Yucca Valley	CA	92284	Automotive oil change and lube shop. Domestic sewage for restroom. No floor drains in oil bay. All waste oil, collant, antifreeze and used oil filters are in oil bays in tanks. All waste is disposed of offsite. Mop bucket water is collected and hauled offsite. Permit required.	Yes
Johns Garage	7024 Old Woman Springs Road	Yucca Valley	CA	92284	Automotive repair and tire shop. Hazadous waste generator. Waste oil, coolant and filters stored in fenced area in rear of shop. Permit required.	Yes
J's Liners & Accessories	55940 29 Palms Hwy	Yucca Valley	CA	92284	Spray on bedliners. Minimal waste generated. Domestic sewage for restroom. Permit required.	Yes

JCS Auto	56157 Suite B 29 Palms Hwy	Yucca Valley	CA	92284	Auto repair shop. No oil or coolant changes. No hazardous waste generated. No permit required. No photo.	No
Juan's Auto Body	57420 29 Palms Hwy	Yucca Valley	CA	92284	Auto Body shop. Hazardous waste generator. Domestic sewage for restroom. Waste is stored in rear of shop outside under awning. Permit required.	Yes
Julio's Auto Repair	7192 Mohawk Trail #B	Yucca Valley	CA	92284	Automotive repair, oil changes and coolant. Hazardous waste generator. Waste tanks stored in fenced area behind shop. Domestic sewage for restroom. Permit required.	Yes
Leo's Auto Repair	7110 Mohawk Trail #C	Yucca Valley	CA	92284	Auto repair and smogs. Waste oil and coolant generated. No restroom and septic tank at this location. Permit required.	Yes
M&D Smog & Service	56636 29 Palms Hwy	Yucca Valley	CA	92284	Smog's and general automotive repair. No oil changes, just smogs and auto repair. Domestic sewage. No permit required.	No
Napa Auto Parts	57840 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. No used oil collection at this site. No permit required. No photo.	No
Ole's Alignment and Brakes	56157 29 Palms Hwy	Yucca Valley	CA	92284	Alignments and brakes only. No hazardous waste generated. No permit required. No photo.	No
O'Reilly Auto Parts	56668 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. Oil drop off location for customers used oil. BMP's already established for oil spills. No permit required. No photo.	No
Rembrandt's Paint & Body	54463 29 Palms Hwy	Yucca Valley	CA	92284	Auto body shop. Hazardous waste generator. Domestic sewage for restroom. Permit required.	Yes
Revolution Motorsport	56762 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair shop. Hazardous waste generator waste oil and coolant. Permit required.	Yes
Ron's Automotive	7264 Wall Street	Yucca Valley	CA	92284	Deferred property at this time. Phase 2. Automotive repair shop and smog. Potential to hook up to sewer system in the future. No photo. Permit will be required once property is hooked up.	Yes
Route 62 Auto Sales	55189 29 Palms Hwy	Yucca Valley	CA	92284	No automotive repair done onsite. No hazardous waste generated. Domestic sewage for restroom. No permit required. No photo.	No
RV Depot	55661 29 Palms Hwy	Yucca Valley	CA	92284	Electrical, refrigerator repair. No hazardous waste generated. Domestic sewage. No permit required. No photo.	No
Scott Auto	7110 Mohawk Trail #B	Yucca Valley	CA	92284	Automotive repair. Oil and coolant waste generated. Waste oil barrel on south side of building inside shop. No floor drains in shop. Domestic sewage for restroom. Permit required.	Yes
Smog Dog	56530 29 Palms Hwy	Yucca Valley	CA	92284	Smog facility. Domestic sewage. No hazardous waste generated. No automotive repair. No permit required. No photo.	No
Smoggy's Test Only Star Station	56448 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only no automotive repair. No permit required. No photo.	No
SoCal Body & Paint	56448 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage. Paint waste is disposed of in waste tanks next to paint booth. Annual inspection and permit required.	Yes
Student Transportation of America (STA)	59267 Sunnyslope Dr	Yucca Valley	CA	92284	Bus maintenance yard for school buses. Oil changes and bus repair. Bus wash rack next to repair shop. Used oil is stored outside area to the east of shop under awning. 2 septic tanks onsite. One tank appears to be clarifiers for wash rack. Fuel station onsite. Permit required.	Yes
The Garage	56530 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair, waste oil and coolant generated. Domestic sewage. Permit required.	Yes

	Tire Pros of Yucca Valley	56140 29 Palms Hwy	Yucca Valley	CA	92284	Tires, brakes and oil changes. Hazardous waste generator. Permit required.	Yes
	Ultimate Motors	56816 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair and smog. Hazardous waste generator. No floor drains in shop. Permit required.	Yes
	Venture Recycling	7308 Hopi Trail	Yucca Valley	CA	92284	Recycling center. Used automotive baterries. Aluminum, metal and plastice recycling. No hazardous waste generated. Domestic sewage for restrooms. No permit required. No photo.	No
	VIP Smog & Electric	7304 Pioneertown Road	Yucca Valley	CA	92284	Automotive repair and Smog. Limited hazardous waste generated. Domestic sewage for restroom. Permit required.	Yes
	WalMart Tires & Auto Parts	58501 29 Palms Hwy	Yucca Valley	CA	92284	Used oil is collection tanks for customers is located on the southwest side of automotive in locked cage. Waste oil from bays is collected in the bay and pumped to a waste oil tank located in the northwest coner of the shop in a storage area. New oil tank is in the same area. Drain located below oil bays has sump pump.	Yes
	West Coast Autopros	55940 29 Palms Hwy	Yucca Valley	CA	92284	Vehicle verification and auto sales. No hazadous waste generated. No automotive repair. No permit required. No photo.	No
	West Coast Broncos	57454 Aviation Drive	Yucca Valley	CA	92284	Automotive repair shop. Hazardous waste generator. Permit required.	Yes
	Woods Auto Repair	55925 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair. Waste oil generator. Waste oil tanks in rear of building in wood cabinet. Domestic sewage. Permit required.	Yes
	Yucca Auto Body	56132 29 Palms Hwy	Yucca Valley	CA	92284	Auto body shop. Hazardous waste generator. Domestic sewage for restroom. Permit required.	Yes
	Yucca Rental	56079 29 Palms Hwy	Yucca Valley	CA	92284	Equipment rental facility. Maintenance of equipment done onsite. Waste oil tanks located in rear of building in block wall area next to trash can. No drains in shop. Recycled wash down area for equipment. Domestic sewage for restroom. Permit required.	Yes
	Yucca Valley Chrysler Center	57909 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair. Hazardous waste generator. Wash area is sahred with Ford dealer. Waste tanks are locted on east side of building in rear of shop. Domestic sewage for restrooms. Permit required.	Yes
	Yucca Valley Ford Center	57927 29 Palms Hwy	Yucca Valley	CA	92284	Automotive repair shop. Hazardous waste generator. Waste oil room is located on the west side of shop in the rear. Wash area located on the west side of building with a drain in the road. Domestic sewage for restrooms. Permit required.	Yes
	Yucca Valley Ford & Chrysler Body Shop	55189 29 Palms Hwy	Yucca Valley	CA	92284	Automotive paint and body. Wash bay has drain in floor and a clarifier. Automotive repair also done onsite. Domestic sewage for restroom. Hazardous waste generator. Permit required.	Yes
	Yucca Valley Quick Lube	57768 29 Palms Hwy	Yucca Valley	CA	92284	Oil waste is sent to a collection tank and pumped out and hauled away. New oil tanks are inside the facility. BMP's practiced to clean up spills and collected and hauled offsite. Oil drain bay has no drains in the floor. Domestic sewage for restroom. Permit required.	Yes
Bars	Electric Sports Lounge	57564 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No food prep, no kitchen. No permit required. No photo.	No
	Kokopelli's Kantian	57154 29 Palms Hwy	Yucca Valley	CA	92284	Food is prepared at La Casita Nueva Mexican Restaurant.	No
	Murphy's	7326 Acoma Trail	Yucca Valley	CA	92284	No grease removal device. No food preparation. Only popcorn, waste is disposed of in trash. No permit required. No photo.	No

	Touchdown Bar & Grill	57360 Aviation Drive	Yucca Valley	CA	92284	Bar with a restaurant coming in the future. Permit will be required once restaurant is in service.	Future
Restaurants	2 Guys Pies Brick Oven Pizzeria	56969 Yucca Trail #A	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building.	Yes
	Aki Sushi	57045 29 Palms Hwy	Yucca Valley	CA	92284	Grease tank located in rear of building for oil collection. Inside restaurant is a grease trap located in the back in the floor.	Yes
	Algoberto's Taco Shop	56143 29 Palms Hwy	Yucca Valley	CA	92284	Grease and oil are collected and disposed of in a grease tank located behind the store to the west next to trash cans.	Yes
	All Star Burger Café	55692 29 Palms Hwy	Yucca Valley	CA	92284	Grease collection device in the rear of building near trash can. Manual device.	Yes
	Andreas Restaurant	56098 29 Palms Hwy	Yucca Valley	CA	92284	Grease tank located in the rear of the restaurant.	Yes
	Applebee's Grill & Bar	57796 29 Palms Hwy	Yucca Valley	CA	92284	Not connecting to sewer at this time.	
	Arby's	57622 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the drive through on west side of building.	Yes
	Asian Buffet	57675 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the restaurant in the ally way next to trash can area.	Yes
	C & S Coffee Shop	55795 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located on the south of the building inside the covered wood fenced area.	Yes
	Cali Greens Café	57754 29 Palms Hwy	Yucca Valley	CA	92284	Grease trap- cleaned daily- located inside rear of building in storage room.	Yes
	Carla's Route 62 Diner	55405 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the sidewalk at the entrance to the Diner.	Yes
	Carl's Jr	57222 29 Palms Hwy	Yucca Valley	CA	92284	Grease unit located inside of the building in back storage area.	Yes
	Castaneda's Mexican Food	56547 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the restaurant, outside, off the kitchen to the south. Oil waste tank located in the rear of the buildingin walled area.	Yes
	Chinese Fast Food	58100 29 Palms Hwy	Yucca Valley	CA	92284	Grease Interceptor located in the rear of the building.	Yes
	Del Taco	56748 29 Palms Hwy	Yucca Valley	CA	92284	Grease canister locted in the rear of the building in the trash area. Spare grease container located outside of trash area. Both are manual devices.	Yes
	Del Taco	57736 29 Palms Hwy	Yucca Valley	CA	92284	Grease removal device located in the rear of the building. 2 compartment small access covers.	Yes
	Denny's	56895 29 Palms Hwy	Yucca Valley	CA	92284	Grease collection tank, manual device, located in the rear of the building in the trash area. There is a possible grease interceptor located in the front of the building next to highway.	Yes
	Dickey's Barbecue Pit	58709 29 Palms Hwy	Yucca Valley	CA	92284	Grease is collected in the kitchen and taken to a storage bin in the trash can area on the southeast side of parking lot. It appears to share a in gropund grease interceptor with Firehouse Subs. Photo on Firehouse Subs write up.	Yes
	Domino's Pizza	58146 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device located. 3 compartment sink in the kitchen. Future-relocate this Dominos. No photo.	
	El Guero Mexican Grill	57113 29 Palms Hwy	Yucca Valley	CA	92284	All grease and oil collected and disposed in grease tank in the rear of the restaurant next to trash cans.	Yes
	Firehouse Subs	58709 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor is located on the east side of the parking lot in front of the entrance.	Yes
	Frontier Café	55844 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. All food is baked. No oil or grease generated. Food scraps are put in the garbage. No permit required. No photo.	No
	Gadi's Restaurant & Bar	56193 29 Palms Hwy	Yucca Valley	CA	92284	Grease trap located on the east side of the restauarant. Oil tank located next to trash cans.	Yes

IHOP	57044 29 Palms Hwy	Yucca Valley	CA	92284	Grease collection unit located in the rear of building in the trash area. Manual device.	Yes
Jack in the Box	57930 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building on the north side next to drive through.	Yes
Jelly Donut	56153 29 Palms Hwy				Grease trap located in kitchen under fryer.	Yes
John's Place	56249 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located on the west side of the building in the 5th parking stall from the south.	Yes
Joshua Hookah Lounge	57345 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. Food is grilled with minimal waste. All waste is collected and disposed of in trash. No permit required at this time.	No
KFC	56945 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in drive through.	Yes
Kimi Grill	54850 29 Palms Hwy	Yucca Valley	CA	92284	Grease and oil are collected and disposed of in a grease tank located in trash can area next to Martinez Ct. Area is in the rear of the building to the northwest.	Yes
L's Salsa	56093 29 Palms Hwy	Yucca Valley	CA	92284	Grease trap located inside closet in the kitchen area.	Yes
La Casita Nueva Mexican Restaurant	57246 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building, north side. Oil tank for used oil in the rear of the building next to trash can.	Yes
Larry's & Milt Western Café	58890 29 Palms Hwy	Yucca Valley	CA	92284	Grease collection device is manual tank located in the rear of the building on the east side next to the trash can.	Yes
La Palapa Mexican Restaurant	57173 Sunnyslope Drive	Yucca Valley	CA	92284	Grease interceptor located on east side of building. Oil is collected and disposed of in waste tank located on the west side of the building, in the dirt, next to trash can. 2 oil containers.	Yes
Las Palmas Mexican Cuisine	55792 29 Palms Hwy	Yucca Valley	CA	92284	Grease removal device is located in the rear of the building in the ground. Oil collection device located next to trash can.	Yes
Little Caesars Pizza	57554 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. No photo.	
Little Italy Italian Café	55315 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building to the south.	Yes
McDonalds- Walmart	58501 29 Palms Hwy	Yucca Valley	CA	92284	Grease and oil are collected at the fryers and waste for grill is deposited into 5 gallon buckets.	Yes
McDonalds	57626 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the ground on north side of the building in small parking area.	Yes
Organic Market Café	55231 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device. Baking of food onsite, no oil or grease used. All waste is collected for compost. No permit required at this time. No photo.	No
Panda Chinese Restaurant	56091 29 Palms Hwy	Yucca Valley	CA	92284	Grease trap located in closet in the rear of the restaurant next to kitchen. Owner says grease trap cleaned weekly.	Yes
Panda Express	58493 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located on the east side of the building, in the poarking lot next to the drive through.	Yes
Papa Johns Pizza	57274 29 Palms Hwy	Yucca Valley	CA	92284	Grease trap was originally installed in the kitchen attached to 3 compartment sink. GT was removed by previous owners. GT may need to be reinstalled. No photo.	
Pho 85 Vietnamese Chinese Restaurant	57075 29 Palms Hwy	Yucca Valley	CA	92284	Grease collection tank, manual device, located in the rear of the building at the rear door.	Yes
Pizza Hut	58012 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located on the north side of the building in the parking lot close to the entrance.	Yes

	Popeyes Louisiana Kitchen	57858 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located on east side of building next to parking lot in the gravel to the north. Permit required.	Yes
	Quiznos	57750 29 Palms Hwy	Yucca Valley	CA	92284	No grease removal device located.	
	Sizzler	57084 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building.	Yes
	Sonic Drive-In	58145 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of building. Two access hatches are in the dirt and the third is in the drive thru.	Yes
	Starbucks	57744 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building next to trash can and drive through. Confirmed with Starbucks coprate that the device is 1000 gallon GI.	Yes
	Steak N Shake	58707 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor is located on the east side of the parking lot.	Yes
	Subway	57266 29 Palms Hwy	Yucca Valley	CA	92284	Kitchen has 3 compartment sink. No grease trap or grease interceptor. No photo.	
	Subway	58080 29 Palms Hwy	Yucca Valley	CA	92284	Kitchen has 3 comparetment sink. No grease removal device. No photo.	
	Taco Bell	58497 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located on the north side of the building in the dirt area next to drive thru exit.	Yes
	That's Amore Italian Restaurant	58960 29 Palms Hwy	Yucca Valley	CA	92284	Grease interceptor located in the rear of the building.	Yes
	The Roost Sports Café & Bar	55100 Martinez Trail	Yucca Valley	CA	92284	No grease removal device. No oil isused, no fryer, all food is baked in the oven. No photo.	No
Pool Stores	West Pools & Spas	57231 29 Palms Hwy	Yucca Valley	CA	92284	All chemicals are contained and not disposed of in drain. No drains in chemical area. Domestic sewage for restrooms. No permit required. No photo.	No
Car Wash	Arco	58181 29 Palms Hwy	Yucca Valley	CA	92284	6 compartment separators for car wash waste.	Yes
	Checkered Flag Auto Spa	56272 29 Palms Hwy	Yucca Valley	CA	92284	Seperator located on west side of building next to car wash entrance. The water from the car wash goes through 2 primary separators then flows to 3 additional seperators for further treatment. The bulk of the waste is collected in the first 2 separators.	Yes
	Mohawk Car Wash	56150 29 Palms Hwy	Yucca Valley	CA	92284	Under construction. Plans have been reviewed.	Yes
	Self Serve Car Wash	55873 29 Palms Hwy	Yucca Valley	CA	92284	Self serve car wash with sumps. Permit required.	Yes
	Yucca Valley Auto Spa Car Wash	7225 Joshua Lane	Yucca Valley	CA	92284	Water is recycled. 7 seperators located on the north side of the building with a sump in the middle. 3 covered bays and 1 open bay.	Yes
Printing	Desert Images	56669 29 Palms Hwy	Yucca Valley	CA	92284	No print waste discharged to sewer. Domestic sewage only. No permit required. No photo.	No
	Hi-Desert Star	56445 29 Palms Hwy	Yucca Valley	CA	92284	All ink is soy based and water soluble. No waste is discharged to sewer. Domestic sewage only for restrooms. No permit required. No photo.	No
	Innovus Print Shop	7180 & 7168 Mohawk Trail	Yucca Valley	CA	92284	Both shops are operated by owner. Minimal ink waste, 2 liters of waste produced every 6 months. Adjacent site does silk screening and waste is bio-degradable. Domestic sewage for restrooms. Permit required.	Yes
	Tease Shirts	56879 29 Palms Hwy	Yucca Valley	CA	92284	Printing shop. Waste is cleaned with emulsion remover. All chemicals used are bio-degradable. Permit required.	Yes
	That Shirt Place	55668 Yucca Trail	Yucca Valley	CA	92284	T-shirt print shop. Owner has filtration system for waste ink. Domestic sewage for restroom. Permit required.	Yes
	Valley Independent Printing	56445 29 Palms Hwy	Yucca Valley	CA	92284	No waste ink disposed of into sewer. All waste is disposed of in the trash. Domstic sewage only. No permit required. No photo.	No

Tattoo	#1 Smoking Guns Tattoos	55435 29 Palms Hwy	Yucca Valley	CA	92284	All sharps are collected in containers and disposed of offsite. All ink waste is disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No
	Hooked on Ink	57063 29 Palms Hwy	Yucca Valley	CA	92284	Shop is closed.	
	Liquid Tattoo	56318 29 Palms Hwy	Yucca Valley	CA	92284	All sharps are collected and disposed of offsite. All ink waste is put into a gel and disposed of in trash. No blood waste. No permit required. No photo.	No
	Strata Tattoo Lab	56778 29 Palms Hwy	Yucca Valley	CA	92284	All sharps are collected in containers and disposed of offsite. Blood waste rags with ink are disposed of in a locked trash can outside, minimal blood waste. Domestic sewage from sinks and restroom. No permit required. No photo.	No
Welding	Gemini Specialized Machining Welding & Printing	57430 Aviation Drive	Yucca Valley	CA	92284	Welding and machine shop. Domestic sewage for restroom. No hazardous waste generated. No permit required. No photo.	No
	Premier Power Welder	7185 Mohawk Trail	Yucca Valley	CA	92284	Ace Alternators shop.	
	Vagabond Welding Supply	55870 Yucca Trail	Yucca Valley	CA	92284	Welding supply. No hazardous waste generated. Domestic sewage for restrooms. No permit required. No photo.	No
Home Improvement	Affinity Flooring Inc	56669 29 Palms Hwy	Yucca Valley	CA	92284	All glue waste is disposed of in trash. No hazardous waste generated. Domestic sewage for restrooms. No permit required. No photo.	No
	C & C Door Inc	54461 29 Palms Hwy	Yucca Valley	CA	92284	Doors only. One restroom with domestic sewage. No hazardous waste generated. No permit required. No photo.	No
	Carpet N Things	56546 29 Palms Hwy	Yucca Valley	CA	92284	Flooring with all glue waste disposed of in trash. No hazardous waste generated. No permit required. No photo.	No
	Harbor Freight Tools	57980 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. No oil or grease. No permit required. No photo.	
	Home Depot	57980 29 Palms Hwy	Yucca Valley	CA	92284	Paint waste is collected and disposed of offsite. Equipment repair in the rental tool area with sump for wash down of equipment which is pumped out. Oil and fuel waste containers onsite with a parts washer. Hazardous waste generator. Permit required.	Yes
	MDoors, Inc	56310 Pima Trail	Yucca Valley	CA	92284	Doors and windows only. No hazardous waste generated. Domestic sewage for restrooms. No permit required. No photo.	No
	Norman's Doors	7164 Wamego Trail Suites B, E, F	Yucca Valley	CA	92284	Doors only. No hazardous waste generated. Domestic sewage for restrooms. No permit required. No photo.	No
	Parker's Lumber Builders Supply	7054 Old Woman Springs Road	Yucca Valley	CA	92284	No hazardous waste generated. No equipment repair or service onsite. Domestic sewage for restrooms. No permit required. No photo.	No
	Presision Garage Doors & Gates, Inc	7348 Fox Trail	Yucca Valley	CA	92284	Garage doors and gates with some welding. Domestic sewage for restrooms. No hazardous waste generated. No permit required. No photo.	No
	Quality Tile & Carpet	58705 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. All glues and waste are disposed of in trash or onsite for waste tile and carpet. No permit required. No photo.	No
	Tractor Supply	57980 29 Palms Hwy #A	Yucca Valley	CA	92284	Domestic sewage only. No permit required. No photo.	No
	Yucca Valley Mirror & Glass	55672 Yucca Trail	Yucca Valley	CA	92284	No hazadous waste generated. Domestic sewage only. No permit required. No photo.	No
Sign Shops	Dirty Boyz Designz	55653 Onaga Trail	Yucca Valley	CA	92284	T-shirt screen printing and vinyl. No inks used. No hazardous waste generated. All waste is put in trash. No permit required. No photo.	No
	Signs for Less	56006 Sunnyslope Drive	Yucca Valley	CA	92284	Vinyl lettering only. No ink waste. All waste is disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No

	Yucca Valley Signs	57158 Hillcrest Drive	Yucca Valley	CA	92284	All printing is sub-contracted out. No ink waste. All waste is disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No
Septic Service	Action Pumping	7361 Wamego Trail	Yucca Valley	CA	92284	Waste oil tank for oil changes on equipment. Tank is located on east side of shop outside in a containment. Permit required.	Yes
Funeral	Wiefels	57285 Yucca Trail	Yucca Valley	CA	92284	Bio-hazard waste is bagged and hauled offsite. Shawn(manager) will check with the Palm Springs office on their permit requirements. Permit may be required. Will investigate with Shawn.	
Schools	Black Rock High School	59273 Sunnyslope Drive	Yucca Valley	CA	92284	No grease removal device. All food is prepared at La Contenta Middle School. No permit required. No photo.	No
	Calvary Baptist Church School	57175 Crestview Drive	Yucca Valley	CA	92284	School is closed.	
	Calvary Bible Institute	55475 Santa Fe Trail	Yucca Valley	CA	92284	Bible college possible disaster area like Joshua Springs Church. Minimal food preperation at facility. Stove has a grease trap mounted to side but not hooked up to the drain. Domestic sewage for restrooms. No permit required. No photo.	No
	Good Shepherd Preschool	59077 Yucca Trail	Yucca Valley	CA	92284	No grease removal device. Kitchen is like household kitchen. Minimal food preperation. Food scraps are collected and disposed of in trash. Domestic sewage. No permit required. No photo.	No
	Grace Christian School	6300 Ruth Drive	Yucca Valley	CA	92284	Microwave food only. Domestic sewage for restrooms. No permit required. No photo.	No
	Holy Family Academy	7495 Church Street	Yucca Valley	CA	92284	No grease removal device. Domestic sewage. Kitchen has 3 compartment sink. Minimal food preperation. All food waste is disposed of in trash. No permit required. No photo.	No
	Independent Continuing Education	59273 Sunnyslope Drive	Yucca Valley	CA	92284	No grease removal device. All food is prepared at La Contenta Middle School. No permit required. No photo.	No
	Joshua Springs Christian School	57373 Joshua Lane	Yucca Valley	CA	92284	Kitchen is not used often for food preperation. Catered meals and minimal food preperation. Disaster readiness location. All meals would be brought in by Red Cross. Domestic sewage for restrooms. No permit required. No photo.	No
	La Contenta Middle School	7050 La Contenta Road	Yucca Valley	CA	92284	Grease interceptor located off kitchen area north of kitchen in trash can area.	Yes
	Onaga Elementary School	58001 Onaga Trail	Yucca Valley	CA	92284	Grease interceptor located west of the kitchen in the road by trash cans.	Yes
	Our Lady of the Desert School	55765 Mountain View Trail	Yucca Valley	CA	92284	School is closed. Church has a domestic kitchen. No food preperation. Domestic sewage for restrooms. No permit required. No photo.	No
	Valley Community Chapel Preschool	59025 Yucca Trail	Yucca Valley	CA	92284	Domestic kitchen with minimal food preperation use microwave oven mainly. Domestic sewage for restrooms. 2 septic tanks on property. No permit required. No photo.	No
	Yucca Valley Community School	58945 Business Center Drive	Yucca Valley	CA	92284	Microwave ovens only. Food preperation done at Yucca Valley High School. Domestic sewage for restrooms. No permit required. No photo.	No
	Yucca Valley Elementary School	7601 Hopi Trail	Yucca Valley	CA	92284	Grease trap was concreted in. No food preparation at school, warming only. No photo.	No
	Yucca Valley Head Start	56389 Pima Trail	Yucca Valley	CA	92284	All food is packaged and warmed up in oven. Fruits and fresh vegetables are served. No other food preperation. All food waste is disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No

	Yucca Valley High School	7600 Sage Avenue	Yucca Valley	CA	92284	Grease interceptor located on the north side of the kitchen building outside next to lower parking lot.	Yes
Church	At the Cross Christian Fellowship	7333 Apache Trail	Yucca Valley	CA	92284	No kitchen. Domestic sewage for restrooms. No permit required. No photo.	No
	Calvary Baptist Church School	57175 Crestview Drive	Yucca Valley	CA	92284	Two small domestic kitchens. No grease removal device. Potluck's are general food. All waste food is disposed of in trash. Domestic sewage. No permit required. No photo.	No
	Christian Science Reading Room	56039 Santa Fe Trail	Yucca Valley	CA	92284	Closed at this time.	
	Church of Christ	7021 Airway Avenue	Yucca Valley	CA	92284	Domestic kitchen. Meals are prepared once a month. All food waste is disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No
	Church of the Nazarene	56248 Buena Vista Drive	Yucca Valley	CA	92284	Domestic kitchen only with minimal food preperation. Domestic sewage for restrooms. No permit required. No photo.	No
	Crossview Bible Church	56374 Onaga Trail	Yucca Valley	CA	92284	No grease removal device. Domestic sewage. Kitchen is used like a household kitchen. Potluck food. Any waste is collected and disposed of in trash. No permit required. No photo.	No
	Desert Hills Presbyterian Church	56750 Mountain View Trail	Yucca Valley	CA	92284	Domestic kitchen with a stove with attached grease device. No grease device is hooked up to drain. Device is cleaned manually. All food waste and grease are disp[osed of in trash. No permit required. No photo.	No
	Evangelical Free Church	6804 Mohawk Trail	Yucca Valley	CA	92284	Kitchen cooks large meals with a monthly breakfast. Youth group cooks chicken. Thanksgiving meals and somr Christmas meals. Grease traps are located on the side of each griddle with no drains to the plumbing. Grease is collected in trash and disposed of in trash. No grease removal device in the ground. No permit required. No photo.	No
	First Christian Church	56284 Buena Vista Drive	Yucca Valley	CA	92284	Domestic kitchen only. Potluck meals. Domestic sewage for restrooms. No permit required. No photo.	No
	Gateway Assembly of God Church	7546 Kickapoo Trail	Yucca Valley	CA	92284	Domestic kitchen used to warm food for potluck dinners. Domestic sewage for restrooms. No permit required. No photo.	No
	Good Shepherd Lutheran Church	59077 Yucca Trail	Yucca Valley	CA	92284	No grease removal device. Kitchen is like household kitchen. Minimal food preperation. Food scraps are collected and disposed of in trash. Domestic sewage. No permit required. No photo.	No
	Grace Community Church	6300 Ruth Drive	Yucca Valley	CA	92284	Domestic kitchen with most foods served as potluck. Domestic sewage for restrooms. No permit required. No photo.	No
	Jehovah's Witnesses Kingdom Hall	7321 Lucerne Vista Avenue	Yucca Valley	CA	92284	No kitchen. Domestic sewage for restrooms. No permit required. No photo.	No
	Joshua Springs Calvary Chapel	57373 Joshua Lane	Yucca Valley	CA	92284	Kitchen is not used often for food preperation. Catered meals and minimal food preperation. Disaster readiness location. All meals would be brought in by Red Cross. Domestic sewage for restrooms. No permit required. No photo.	No
	Living Water Chapel/ Foursquare Chapel	55673 Santa Fe Trail	Yucca Valley	CA	92284	Domestic kitchen for Foursquare, no kitchen in Living Chapel. Domestic sewage for restrooms on both parcels. No permit required. No photo.	No
	Saint Joseph of Arimathea	56312 Onaga Trail	Yucca Valley	CA	92284	Domestic kitchen only. Potluck dinners twice per year, with minimal food preperation. Domestic sewage for restrooms. No permit required. No photo.	No

	Saint Mary of the Valley	7495 Church Street	Yucca Valley	CA	92284	No grease removal device. Domestic sewage. Kitchen has 3 compartment sink. Minimal food preperation. All food waste is disposed of in trash. No permit required. No photo.	No
	Seventh Day Adventist Church of Yucca Valley	8035 Church Street	Yucca Valley	CA	92284	Domestic kitchen with potlucks are primary with some food preparation. Food is vegetarian. Domestic sewage for restrooms. No permit required. No photo.	No
	The Church of Jesus Christ of Latter-day Saints	56885 Onaga Trail	Yucca Valley	CA	92284	Domestic kitchen with minimal food preperation . All food waste is disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No
	The Well Christian Center	55363 29 Palms Hwy	Yucca Valley	CA	92284	No kitchen at the church. Domestic sewage for restrooms. No permit required. No photo.	
	Valley Community Chapel	59025 Yucca Trail	Yucca Valley	CA	92284	Domestic kitchen with minimal food preperation use microwave oven mainly. Domestic sewage for restrooms. 2 septic tanks on property. No permit required. No photo.	No
	Yucca Valley Center for Spiritual Living	7434 Bannock Trail	Yucca Valley	CA	92284		
	Yucca Valley United Methodist	57273 Onaga Trail	Yucca Valley	CA	92284	No grease removal device. Domestic sewage. Kitchen has 3 compartment sink and standared sink. Food preperation is minimal. Food waste is collected and disposed of in trash. No permit required. No photo.	No
Medical	21st Century Oncology	58295 29 Palms Hwy	Yucca Valley	CA	92284	Radiation treatment. Domestic sewage. Sharps are disposed in containers and hauled offsite. Watse is put into bio-hazard containers and hauled offsite. No permit required.	No
	Acupuncture of the Desert	56244 Papago Trail # 5	Yucca Valley	CA	92284	Domestic sewage. Needles are disposed of in a container and put in trash dumpster. No permit required. No photo.	No
	Advanced Women's Healthcare	7355 Church Street #F	Yucca Valley	CA	92284	All sharps are collected in containers and disposed of offsite. No X-Rays. No blood work. Domestic sewage for restrooms. No permit required. No photo.	No
	Airway Outpatient Center	57463 29 Palms Hwy # 205 & # 206	Yucca Valley	CA	92284	Medical center with digital X-Rays, lab does blood draw only. All sharps and bio-hazard waste collected in containers and hauled offsite. No permit required. No photo.	No
	Alexander Villarasa, M.D.	57463 29 Palms Hwy # 202	Yucca Valley	CA	92284	Behavioral health services. All sharps are collected in containers and hauled offsite. No permit required. No photo.	No
	Avalon Urgent Care Center	58471 29 Palms Hwy #303	Yucca Valley	CA	92284	All sharps and pharmaceuticals disposed of offsite. Digital X-Rays only. Domestic sewage only. No permit required. No photo.	No
	Braswell Family Senior Care	55425 Santa Fe Trail	Yucca Valley	CA	92284	Assisted living facility. All sharps and bio-hazard waste is collected in containers and disposed of offsite. Kitchen has a grease trap mounted to stove and not hooked up to the drain. Domestic sewage for restrooms. No permit required. No photo.	No
	Chahat Thakur, M.D. Indroj Medical Group	58471 29 Palms Hwy # 201	Yucca Valley	CA	92284	All sharps and pharmaceuticals disposed of offsite. No X-Rays. Domestic sewage only. No permit required. No photo.	No
	Davita Dialysis Center	56845 29 Palms Hwy	Yucca Valley	CA	92284	All sharps are collected and disposed of offsite. All bio-hazard waste is collected in containers and disposed of offsite. All water used is processed through RO, waste is diluted water. Bicarbonate and acid are neutralized before disposal. No permit required. No photo.	No

	Desert Advance Imaging	57840 29 Palms Hwy	Yucca Valley	CA	92284	X-Rays are digital. Same location as Desert Oasis Healthcare. No permit required. No photo.	No
	Desert Manor	8515 Cholla Avenue	Yucca Valley	CA	92284	Medical facility with kitchen and full time residents. All sharps and bio-hazard waste is collected in containers and disposed of offsite. Kitchen has a stove with a grease removal device attached to the stove with no hook up to drain. 3 compartment sink with a filter system. All food waste and grease are disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No
	Desert Oasis Health Care	57840 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage. All sharps are disposed of in containers and hauled offsite. Blood waste is disposed of in bio-hazard bags. X-Rays are digital. No permit required. No photo.	No
	Desert Oasis Primary Care	57463 29 Palms Hwy #203	Yucca Valley	CA	92284	Medical office. No X-Rays. All sharps and bio-hazard waste collected and hauled offsite. No permit required. No photo.	No
	Desert Oasis Seniors Only Evaluation Clinic	56165 29 Palms Hwy	Yucca Valley	CA	92284	All sharps and bio-hazard waste is collected in containers and hauled offsite monthly. No X-Rays. Domestic sewage for restrooms. No permit required. No photo.	No
	Dr. Ayad Gharghoury, M.D.	58383 29 Palms Hwy # 100	Yucca Valley	CA	92284	All sharps are disposed of in containers and hauled offsite. Any contaminated waste is collected in bio-hazard bags and hauled offsite. No X-Rays. Domestic sewage only. No permit required. No photo.	No
	Dr. Hosea Brown, M.D.	56650 29 Palms Hwy	Yucca Valley	CA	92284	Allergy office with injections. All sharps are collected and disposed of offsite. No permit required. No photo.	No
	Dr. Kim Hoang, M.D.	57475 29 Palms Hwy # 101	Yucca Valley	CA	92284	Medical office. All sharps and bio-hazard waste collected in containers and hauled offsite. No permit required. No photo.	No
	Gregory King, DPM	7281 Dumosa Avenue Suite 1	Yucca Valley	CA	92284	All sharps and bio-hazard waste is collected on disposed of offsite. No X-Rays. No permit required. No photo.	No
	Hi-Desert Acupuncture Center	7211 Joshua Lane # 5	Yucca Valley	CA	92284	All sharps are collected in containers and mailed offsite. Community restrooms for building domestic sewage. No permit required. No photo.	No
	Hi-Desert Medical Center Rehabilitation Center	57045 Yucca Trail # 101	Yucca Valley	CA	92284	Domestic sewage only. Physical therapy. No permit required. No photo.	No
	High Desert Family Medical Clinic	7350 Church Street	Yucca Valley	CA	92284	Domestic sewage. All sharps are collected in containers and hauled offsite. No X-Rays. No blood work. No permit required. No photo.	No
	High Desert Pregnancy Clinic	56669 29 Palms Hwy # D	Yucca Valley	CA	92284	Pregnancy clinic with over the counter tests and ultra sounds. No X-Rays, no shots. No permit required. No photo.	No
	Howard Levy Medical Group	57370 29 Palms Hwy	Yucca Valley	CA	92284	All sharps are collected in containers and hauled offsite. Bio-hazard waste is bagged and hauled offsite. No blood work. No X-Rays. No permit required. No photo.	No
	LabCorp of America	57725 29 Palms Hwy #110	Yucca Valley	CA	92284	All sharps are collected in containers and hauled offsite. Blood waste is collected in bio-hazard bags and hauled offsite. No X-Rays. Domestic sewage. No permit required. No photo.	No
	Morongo Basin Community Health Cemter	58375 #B 29 Palms Hwy	Yucca Valley	CA	92284	Domestic sewage only. Sharps are collected and disposed of offsite. Domestic sewage for restrooms. No permit required. No photo.	No
	Morongo Medical Group, Inc.	57725 29 Palms Hwy # 101	Yucca Valley	CA	92284	All sharps are collected in containers and hauled offsite. Blood waste is collected in bio-hazard bags and hauled offsite. No permit required. No photo.	No

	Nalam Bhaskararao, M.D.	58471 29 Palms Hwy #202	Yucca Valley	CA	92284	Domestic sewage only. Sharps are disposed of offsite. Blood towels and waste is collected in bio-hazard bag. All waste is hauled offsite. No X-Rays. No permit required. No photo.	No
	Omni Medical Group/ Dimple Agarwal MD	7281 Dumosa Avenue # 2	Yucca Valley	CA	92284	Medical office. All sharps and bio-hazard waste is collected in containers and hauled offsite. No X-Rays. Domestic sewage for restrooms. No permit required. No photo.	No
	Quest Diagnostics	57370 29 Palms Hwy #102	Yucca Valley	CA	92284	All sharps are collected in containers and hauled offsite. Bio-hazard waste is disposed of offsite. Blood work performed. No X-Rays. Domestic sewage. No permit required. No photo.	No
	Robert Lesnik, M.D.	7281 Dumosa Avenue # 3	Yucca Valley	CA	92284	All sharps and bio-hazard waste are collected in containers and hauled offsite. No X-Rays. Domestic sewage for restrooms. No permit required. No photo.	No
	Sean R.Thomas, M.D. & Associates Inc.	55585 29 Palms Hwy	Yucca Valley	CA	92284	All sharps are collected and hauled offsite. Bio-hazard waste is bagged and hauled offsite. Domestic sewage. No X-Rays. No permit required. No photo.	No
	Seip Orthopedic	57402 29 Palms Hwy #5	Yucca Valley	CA	92284	All sharps are collected and disposed of offsite. Bio-hazard waste is disposed of offsite. No blood work. No X-Rays. Domestic sewage. No permit required. No photo.	No
	Sky Harbor Care Center	57333 Joshua Lane	Yucca Valley	CA	92284	Medical care facility. All sharps and bio-hazard waste is collected in containers and disposed of offsite. Kitchen has a grease trap mounted on griddle and not hooked up to the drain. Grease interceptor onsite with minimal grease collected. Wash sink is only waste going to interceptor. Domestic sewage for restrooms. No permit required. No photo.	No
	Specialty Health Clinic	57402 29 Palms Hwy Suite 2	Yucca Valley	CA	92284	All sharps are disposed of on containers and hauled offsite. Bio-hazard waste is bagged and hauled offsite. No permit required. No photo.	No
	Specialty Urgent Care	57402 29 Palms Hwy #1	Yucca Valley	CA	92284	All sharps are collected in a container and disposed of offsite. Any bio-hazard waste is disposed of offsite. No X-Rays. No blood work. No permit required. No photo.	No
	Valley Heart Physicians	58457 29 Palms Hwy # 200	Yucca Valley	CA	92284	Domestic sewage only. No sharps used, but they have containers onsite. No blood work. No X-Rays. No permit required. No photo.	No
	Yucca Family Medical Care	57675 29 Palms Hwy #111	Yucca Valley	CA	92284	All sharps are disposed of in sealed waste receptacles. No blood work performed onsite. No X-Rays performed onsite. No permit required. No photo.	No
	Yucca Valley Foot Clinic	56830 29 Palms Hwy	Yucca Valley	CA	92284	X-Rays are taken onsite, but sent out to be developed offsite. All sharps are collected in containers and shipped offsite. No permit required. No photo.	No
	Yucca Valley Physical Therapy	7333 Church St.	Yucca Valley	CA	92284	Domestic sewage only. No sharps. No blood work. No X-Rays. No permit required. No photo.	No
	X-Ray	57402 29 Palms Hwy Suite #4	Yucca Valley	CA	92284	Digital X-Rays. No permit required. No photo.	No
Electric	Southern California Edison	6999 Old Woman Springs Road	Yucca Valley	CA	92284	Hazardous waste generator. Sampling sump area. Hazardous waste storage with sump. Fuel pumps onsite for unleaded and diesel. Wash rack for vehicles only with clarifier and drainage system. Domestic sewage for restrooms. Permit required.	Yes

Pharmacy	Rite Aid	57701 29 Palms Hwy	Yucca Valley	CA	92284	Pharmacy disposes of waste off site. Store has domestic sewage only. Photo processing produces no chemical waste. Food sink for ice cream area is used for water only, food waste is disposed of in trash. No permit required. No photo.	No
	Walgreens	58133 29 Palms Hwy	Yucca Valley	CA	92284	Pharmacy disposes of waste offsite. Store has domestic sewage only. Photo processing produces no chemical waste. No permit required. No photo.	No
	WalMart Pharmacy	58501 29 Palms Hwy	Yucca Valley	CA	92284	All sharps are disposed of offsite. Pharmaceuticals are collected and hauled offsite. Restroom at Pharmacy is for pharmacist and has domestic sewage only. No permit required. No photo.	No
	Avalon Pharmacy	58471 29 Palms Hwy	Yucca Valley	CA	92284	All sharps and prescriptions disposed of offsite. Domestic sewage only. No permit required. No photo.	No
	New Pharmacy	57725 29 Palms Hwy # 209	Yucca Valley	CA	92284	All sharps are disposed of in containers and hauled offsite. No blood work. No X-Rays. All prescriptions are collected and disposed of offsite. No permit required. No photo.	No
	Vons Pharmacy	57590 29 Palms Hwy	Yucca Valley	CA	92284	All sharps and prescriptions are collected and hauled offsite. Restroom for pharmacy.	No
Propane	Hi-Desert Propane	7281 Dumosa Avenue # 5	Yucca Valley	CA	92284	Office only. Domestic sewage for restrooms. No permit required. No photo.	No
	G & K Propane	55596 Yucca Trail	Yucca Valley	CA	92284	No hazardous waste generated. No equipment repair or service onsite. Domestic sewage for restrooms. No permit required. No photo.	No
Pest Control	Sunny & Sons Pest Control	7687 Fairway Drive	Yucca Valley	CA	92284	All products are used with no hazardous waste generated. Plastic containers are triple rinsed. Containers are punctured and disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No
	Desert Pacific Exterminators	58327 Bonanza Drive	Yucca Valley	CA	92284	All products are used with no hazardous waste generated. Domestic sewage for restrooms. No permit required. No photo.	No
Kitchen in buildings	Yucca Valley Masonic Lodge # 802	7065 Dumosa Ave	Yucca Valley	CA	92284	Kitchen in building with a grease trap. Limited food preperation in kitchen. 3 compartment sink.Breakfast and dinners once a month. Waste food is collected and disposed of in trash. Domestic sewage for restroom. No permit required at this time. No photo.	No
	The Senior Center	57088 29 Palms Hwy	Yucca Valley	CA	92284	Package plant. Not hooking up at this time.	
	Elks Lodge	55946 Yucca Trail	Yucca Valley	CA	92284	Grease interceptor located in the rear of the main building. Permit required.	Yes
	Pacific Clinics Social Club	56020 Santa Fe Trail # M	Yucca Valley	CA	92284	Domestic kitchen only. All grease is removed and put in trash. Domestic sewage for restrooms. No permit required. No photo.	No
	The Town of Yucca Valley	57090 29 Palms Hwy	Yucca Valley	CA	92284	Town Hall has a domestic kitchen. Senior center has a kitchen with no griddle. Community center has a kitchen with no griddle. All food waste is disposed of in trash. No permit required. No photo.	No
	Yucca Valley Alano Club	57637 Yucca Trail	Yucca Valley	CA	92284	Domestic kitchen. Dinners are primarily potluck with two dinners prepared twice a year. All food waste is disposed of in trash. Domestic sewage for restrooms. No permit required. No photo.	No
	The Center for Healthy Generations	57121 Sunnyslope Drive	Yucca Valley	CA	92284	No food preperation, microwave only. No permit required. No photo.	No

APPENDIX C

FOG PERMIT APPLICATION

HI-DESERT WATER DISTRICT

Application for Wastewater Permit (Food Service Establishment)

Property Owner/Manager Name and Phone			
Facility Address			
Name of Owner		**Phone**	
Name of Manager		**Phone**	
Mailing Address			
HDWD Account Number:			

Type of Facility

☐ Full-Service Restaurant	☐ Hospital	☐ Grocery Store	☐ Coffee Shop
☐ Fast Food Restaurant	☐ School/College	☐ Church/Club/Organization	☐ Convenience Store
☐ Cafeteria	☐ Nursing Home	☐ Bakery	☐ Other:

Seating Capacity		**Hours of Operation**	☐Sun ☐Mon ☐Tue ☐Wed ☐Thu ☐Fri ☐Sat
Number of Employees:			

Types of Cooking Fixtures (check all that apply)

☐ Deep fryer	☐ Wok range	☐ Oven (only)	☐ Toaster Oven
☐ Grill	☐ Rotisserie	☐ Tilt kettle	☐ Other:
☐ Stove/Oven	☐ Griddle	☐ Microwave Oven	☐ Other:

Types of Plumbing Fixtures (check all that apply)

☐ Dishwasher	☐ 1-compartment sink	☐ 3-compartment sink	☐ Pre-wash sink
☐ Garbage grinder	☐ 2-compartment sink	☐ Floor Drain (s)	☐ Mop sink
☐ Other:	☐ Other:	☐ Other:	☐ Other:

Types of Grease Removal Device (check all that apply)

Type	**# of units**	**How often inspected/cleaned**	**Serviced by** (Name of Pumper/Hauler/Cleaner)
☐ Outside Grease Interceptor			
☐ Passive (manual) Grease Trap			
☐ Mechanical Grease Removal Device			

Do you have a Grease Barrel or Bin used to dispose and/or recycle grease? ☐ **Yes** ☐ **No**

Are there additives placed into the kitchen drains or Grease Removal Device (i.e., enzymes, bacteria, etc.)? ☐ **Yes** ☐ **No**

Provide a copy of a plot/plumbing plan. If no professional drawing exists, a hand-drawn copy is acceptable. A blueprint of the facility showing the required information may also be attached. This is NOT required for renewal applications unless specifically requested.

I solemnly affirm under the penalties of perjury, and to the best of my knowledge, information and belief, that the contents of this application are true and complete.

Owner/Authorized Representative **(print)**:		Title:
Signature:		Date:

If you have any questions while completing this form, please call Hi-Desert Water District at (760) 228-6278

APPENDIX D

FOG BEST MANAGEMENT PRACTICES

Best Management Practices for Fats, Oils and Grease

Fats, oils and grease can be managed effectively in the food service industry to minimize the discharge to the District's sanitary sewer system and decrease the required maintenance of grease interceptors by users. By preventing the introduction of grease into the waste system the burden on the grease interceptor is reduced and thus reduce maintenance time, costs and disposal fees for the user. The Best Management Practices (BMP's) introduced here are techniques used throughout the industry and should prove to be effective when implemented properly and consistently.

Train Kitchen Staff

Train kitchen staff in BMP's and methods to reduce the volume of grease discharged to the District's sanitary sewer system. Train employees to be aware of problems created by grease in the District's sanitary sewer system, possible violations and fines, and the cost of cleaning clogged pipes within the establishment. Even a small amount of grease on each pot, pan or plate can be substantial when you serve a lot of meals per day.

Post "NO GREASE" Signs

By posting "NO GREASE" signs above sinks, on dishwashers and near other grease discharge points, it serves as a constant reminder to keep grease out of the system.

Clean Grease Interceptor Routinely and Keep Records

Routine cleanings and inspections will ensure proper operation of the interceptor. Make note of the grease level and record it in the maintenance log. If the grease level is at its maximum, the cleaning frequency should be increased. Conversely, if BMP's are being implemented effectively and grease in the unit is minimal, then the cleaning frequency may be reduced. Grease interceptors not cleaned regularly can produce very unpleasant odors.

Witness Cleaning and Maintenance Events

The on-duty Manager should observe all cleaning events to ensure they are performed completely and properly. This will ensure that the cleaning service is properly completed. To properly clean the interceptor, the entire contents must be removed, including grease cap (floating grease) and sludge pocket (settled solids). Failure to remove the sludge pocket (settled solids) in the bottom will result in lowered total capacity and reduced detention time. The on-duty Manager should also confirm removable baffles and access covers have been reinstalled properly after cleaning.

Inspect the Grease Interceptor During Maintenance

The design of most grease interceptors is simple, but each part serves an essential function. The baffles must be in place and properly positioned to be effective. Covers must fit properly so they do not leak and allow unwanted water to enter the interceptor. Below ground interceptors should be examined for cracks, which could allow wastewater to leak out or ground water to leak in.

APPENDIX E

FOG INSPECTION FORM

FOOD SERVICE ESTABLISHMENT WASTEWATER DISCHARGE INSPECTION REPORT

Name of Facility			
Facility Address			
Mailing Address			
Name of Owner		**Phone**	

Type of Facility

☐	Full-Service Restaurant	☐	Hospital	☐	Grocery Store	☐	Coffee Shop
☐	Fast Food Restaurant	☐	School/College	☐	Church	☐	Convenience Store
☐	Cafeteria	☐	Nursing Home	☐	Bakery	☐	Caterer
☐	Carry out	☐	Ice Cream Shop	☐	Club/Organization	☐	Other

Types of Fixtures (check all that apply)

☐	Deep fryer	☐	Wok range	☐	Oven (only)	☐	Toaster Oven
☐	Grill	☐	Rotisserie	☐	Tilt kettle	☐	Ice Cream Shop
☐	Stove/Oven	☐	Griddle	☐	Microwave Oven	☐	Other:

☐	Dishwasher	☐	1-compartment sink	☐	3-compartment sink	☐	Pre-wash sink
☐	Garbage grinder	☐	2-compartment sink	☐	Floor Drain (s)	☐	Mop sink
☐	Other:	☐	Other:	☐	Other:	☐	Other:

Types of Grease Removal Device (check all that apply)

☐	Outside Grease Interceptor	☐	Mechanical Grease Removal Device	
☐	Manual Grease Trap	☐	Other:	

Inspection Checklist

No.	Item Description	Compliant?
1	The establishment recycles used cooking oil and can provide record of this.	☐Y ☐N
2	Food waste is properly disposed of by recycling or solid waste removal and is not discharged to the grease trap or interceptor.	☐Y ☐N
3	The establishment “dry wipes” pots, pans, and dishware prior to rinsing and washing.	☐Y ☐N
4	Grease trap(s) is cleaned as stated on permit and the establishment can provide records of this. (Note and record the frequency and last date of cleaning.)	☐Y ☐N
5	Grease trap does not contain greater than 25% the depth in FOG and solids accumulation. (Estimate and record amount of grease in trap.)	☐Y ☐N
6	Grease interceptor does not contain greater than 25% the depth in FOG and solids accumulation. (Estimate and record amount of grease in interceptor.)	☐Y ☐N
7	Grease interceptor is completely pumped regularly, and the establishment can provide records of this. (Note and record the frequency and last date of pumping.)	☐Y ☐N
8	Absorbent pads or other material (e.g., “kitty litter”, etc.) are used to clean up grease spills before reaching floor drains.	☐Y ☐N
9	Method and frequency floor mats and exhaust systems filters are cleaned. If cleaned on premises ensure process includes a GRD.	☐Y ☐N

FOOD SERVICE ESTABLISHMENT WASTEWATER DISCHARGE INSPECTION REPORT

10	Screens are located or placed on each sink and floor drains.	☐Y ☐N
11	Additives are not placed into the kitchen drains or GRD (i.e., enzymes, bacteria, etc.).	☐Y ☐N
12	"No Grease" signs are posted at appropriate locations.	☐Y ☐N
13	The establishment has implemented a training program to ensure that kitchen BMPs are followed. The establishment can provide records (sign-in sheets).	☐Y ☐N

Non-Compliance Notes:

No.	Notes	Follow-up inspection Compliance
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☐Y ☐N
		☒Y ☐N

Inspection Result	**☐ Pass ☐ Fail ☐ Follow-up Needed**	
Will return for follow up inspection in ☐ 30 ☐ 60 ☐ 90 days		
Date:	**Inspector (print name):**	**Sign:**