

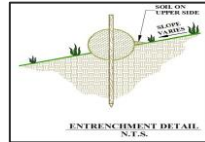
**MAINTENANCE** (Continued)

**Material Storage / Stockpile** BMPs and CMs must be maintained at maximum effectiveness at all times. Cover at end of each day, during the day, during rain and wind events. Stockpiles must also be surrounded by either: fiber rolls, silt fencing, gravel bags or compost rolls at all times.

**Sediment Control** maintenance activities include:

**Silt Fencing** replace immediately when torn. Replace broken stakes immediately and remove sediment build up behind the device continuously.

**Straw Wattles** immediately replace when torn, or smashed. Replace broken stakes immediately and remove sediment build up behind the device continuously.



**Stabilized Construction Entrances** must be deaned and maintained to maximum effectiveness at all times. Sediment and dirt build up must be removed continuously.

**CLEANINGS:** All site BMPs and CMs must be routinely deaned. Minimum schedules are weekly, prior to a predicted storm event, during pro-longed storm events when safe and post storm events. All deaning activities must be documented.

**REPAIR AS NECESSARY:** If during routine inspections, maintenance and/or deaning activities a BMP or CM is found to be broken, torn or in need of replacement corrective action must be taken within 24 hours or prior to the next predicted storm event which ever is sooner.

**DOCUMENTATION:** All BMP and CM activities (i.e. installation, inspections, maintenance, cleaning and repairs) must be documented. Documentation shall include the date of the activity, the name of the responsible party (QSD / QSP or owner) who supervised or performed the activity and etcetera.

**FINAL SITE STABILIZATION**

Prior to final sign-off by an agency official **all disturbed soil areas must be stabilized with permanent measures**, such as landscape plantings, hydroseeding or some other acceptable measure approved by the agency.

**Temporary Devices** must be removed following completion of the project.

**Street Sweeping:** Conduct a final sweep of all adjoining sidewalks, walkways and streets. Re-inspect routinely and take corrective action(s) throughout the next year.

**FINAL SITE STABILIZATION** (Continued)

**Permanent Devices:** Routinely inspect all permanent stormwater pollution control devices at least quarterly during the first year and before and after each rain event.

**Documentation:** Document all inspections, routine maintenance, routine deanings and repairs made in a log.

**RESPONSIBILITY:** All members of the construction team, from the owner, developer, general contractor, sub-contractors and hired help **are responsible for illicit discharges** (i.e. run-off from a construction site). This obligation begins prior to any activity on the site and continues long after the site is constructed and sold. Special measures (i.e. “Best Management Practices”) must be incorporated into each construction project during all phases in order to ensure the protection of our local water quality, both surface and ground.

**PUBLIC RIGHT OF WAY WORK:** Any work performed in the public right of way (i.e. street, sidewalk or dedicated utility easement) requires an encroachment permit; such as, installation or repair of sidewalk, saw cutting, curb and/or gutter, driveway approach, any construction or staging requiring traffic or pedestrian control and etcetera. Even the **temporary placement of materials** (i.e. sand, gravel & brick) and **storage containers placed for loading in the street or on the sidewalk**, even for less than one day require the issuance of an encroachment permit. Contact your local Public Works Department prior to placing anything within the POW for direction and approval.



**LOCAL AGENCY CONTACT INFORMATION**

Carmel-by-the-Sea (831) 620-2010	Del Rey Oaks (831) 394-8511
Monterey City (831) 646-3921	Monterey County (831) 755-4800
Pacific Grove (831) 648-5722	Sand City (831) 394-1386
City of Seaside (831) 899-6825	

**QUESTIONS OR TO REPORT**

Emergency spills 911/(831) 394-6811	Non-Emergency spills (831) 647-7900
Hazardous Materials 911 or (831) 755-4511	Sewer permits (831) 372-2385
Trash & recycling (831) 647-4201	Ca. Fish & Wildlife 1 - (888) 334-2258

**MORE INFORMATION VISIT:**  
[HTTP://WWW.MONTEREYSEA.ORG](http://WWW.MONTEREYSEA.ORG)

(ECS, LLC 5/26/14)

MONTEREY REGIONAL  
STORMWATER & EDUCATION ALLIANCE  
**sea**  
WWW.MONTEREYSEA.ORG

**MRSWMP**  
**MONTEREY REGIONAL STORM  
WATER MANAGEMENT PROGRAM**  
**CONSTRUCTION SITE  
BEST MANAGEMENT PRACTICES**  
*(Install, Inspect, Maintain, Clean, Repair as Necessary & Document)*

Once construction activities begin on site you are required to **install all “Minimum” Stormwater Best Management Practices (BMPs) and Control Measures (CMs) specified on the plans**. All BMPs and CMs routinely must be: inspected, maintained, cleaned and repaired or replaced as necessary. Document all stormwater BMP and CM activities performed in a log. The log should be updated weekly and be available on site at all times for review by any Official.

Devices specified on the plan(s) are referred to as the “**minimum**” stormwater BMPs and CMs simply because, if it is determined that the specifications on the plan(s) are not achieving reliable or adequate water quality protection then it is your responsibility to add additional BMPs and/or CMs.

*For more information call* your local agency representative – see list on back panel for agency specific contact information or visit [www.montereysea.org](http://www.montereysea.org).

## PLAN ADHERENCE - INSTALLATION; ROUTINE: INSPECTIONS, CLEANINGS, MAINTENANCE; REPAIRS AS NECESSARY & DOCUMENTATION

**PLAN ADHERENCE** – Again, all “minimum” Stormwater BMPs and CMs identified in approved plan(s) must be implemented as identified. However, **additional BMPs and/or CMs may be necessary based upon identified deficiencies and/or plan inadequacies during routine inspections.** Necessary or desired changes must be approved by the permitting authority (*i.e. local agency*) within 72 hours of implemented changes.

Typical site BMPs and/or CMs include: good housekeeping practices (*i.e. construction site material management, site waste management, vehicle storage & maintenance protocols, landscape materials management*), erosion control (*i.e. wind drift management*), sediment control, non-stormwater management, run-on & run-off controls and post-construction site stabilization. If activities at the site stop, it is the responsibility of the owner and contractor to: implement; routinely - inspect, maintain, clean; repair or replace as necessary; and document all required **temporary inactive site BMPs and CMs by the 14<sup>th</sup> day of inactivity.** Any non-approved deviations from the approved plans can result in enforcement actions.

**INSTALLATION / STORAGE:** BMPs are only effective if installed per industry standards. Improper installation of BMPs and/or CMs is a violation of the approved plan(s). Some common installation standards or requirements are as follows:

**Concrete / Equipment Washouts:** Concrete / plaster / stucco / tool / equipment and paint washouts must be installed per industry standards. These devices can not be installed within 50' of a drain inlet or waterway that is immediately down gradient. Must be lined with plastic at least 10 millimeters thick and covered during rain events. It is recommended that devices not exceed the dimensions of 3' x 7', since this size lends itself to the use of a sheet of plywood for coverage.



**Drain Inlet Protection Devices:** All drain inlets on site and immediately down gradient of the site must include approved protection devices; such as filter cloth, the use of gravel bags in a “J” loop pattern or other acceptable medium.



**Equipment / Vehicle Storage & Maintenance:** If equipment shall be stored on site or within the public right of way (*i.e. street*), it shall **never** be stored over a drain inlet or within 50' of a waterway or drain inlet that is immediately down gradient of the storage location. All vehicles and equipment stored on site must include the use of lubricant (*i.e. hydraulic fluids, oil*) drip pans at all times.

**Good Housekeeping Practices:** Many materials used during construction activities can not be stored on bare soil and/or exposed to the elements (*i.e. rain*). For example, chemicals, gasoline and paint may not be stored on bare soil or in a location exposed to rain events. These materials can only be stored under cover on an impervious surface (*i.e. concrete*).

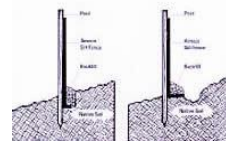
**Material Storage:** Construction materials must be properly contained and managed on site at all times. If materials will be placed within the public right of way (*POW i.e. sidewalk, street*), then an encroachment permit is required from the Public Works Department. Materials stored within the POW may not interfere with the designed flow of water in the gutter, thus use of drainage flow device is required. Soil, compost, sand and other fine material stockpiles must be contained at all times using gravel bags on impervious surfaces, wattles or silt fencing on bare soil and covered to prevent wind drift.



**Erosion Control:** Only grade or grub (*i.e. vegetation removal*) those areas necessary to perform construction activities. Leave a vegetated buffer around the perimeter of the site. **Never** grub the entire site unless necessary.

**Sediment Control:** Common sediment control devices include:

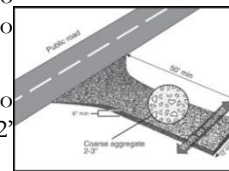
**Silt Fencing** used as a perimeter or toe of slope control device is typically entrenched at 12” – 16” and “J” looped upwards at both ends. Staking as a general rule is at least one stake every 10', but retention capacity, soil type, local climate and surface area behind the device may increase this requirement.



**Straw Wattles** must be entrenched 3” into the ground, staked every 6' and “J” looped upwards at both ends of the area being managed. Staking is also dependent upon slope, soil type, local climate and exposed surface area behind the device.

**Stabilized Construction Entrances:** There are two options to be employed at every entrance and exit to a site:

**Option one** consist of 4” - 6” size rubble up to 18” deep over fabric. Standard dimensions are 12' wide by 50' in length.



**Option two** is the use of shaker plates 12' wide by 25' deep. Please note that length and size depends upon the size of the project.

**Solid Waste Materials** must be contained within a device specifically designed for that purpose (*i.e. 3-yard bin, 20-yard roll-off, 40-yard roll-off or hauling trailer*) at all times. For example, construction debris can not be left strewn about the construction site on bare soil. Remove waste from the construction site at a minimum weekly. Solid waste containers must be covered at the end of each business day and during rain events.



**Wind Drift or Dust Control:** For sites with lots of disturbed soil areas (*i.e. exposed soils*) a water truck or apparatus to control dust during wind events must be present at all times.

**Monitoring Requirements:** Established and accepted Quality Assurance and Quality Control protocols must be adhered to in instances wherein water sampling is required for a given site (*i.e. Risk Level 2 and/or 3*).

**REAP – Rain Event Action Plans:** If your project requires a SWPPP then a REAP must be prepared at least 48 hours prior to a predicted rain event of probability of 50% or greater. The BMPs and CMs identified within the REAP must be implemented at least 24 hours prior to the predicted storm event.

**INSPECTIONS:** It is the responsibility of the owner and/or contractor to inspect all stormwater CMs and BMPs weekly, prior to a predicted storm event, during pro-longed storm events when safe and post storm events. Inspections must be documented in a log and available for review at any time by an Official.

**MAINTENANCE:** All site stormwater BMPs and CMs must be routinely maintained. Minimum maintenance schedules are weekly, prior to a predicted storm event, during pro-longed storm events when safe and post storm events. All maintenance activities must be documented. Some common maintenance activities pertain to the following BMPs / CMs:

**Concrete / Equipment Washouts** must be replaced when half full or when in need of repair.

**Drain Inlet Protection Devices** must be maintained weekly, remove and replace all torn gravel bags or filter fabric immediately. **Do not** use sand bags.

**Equipment / Vehicle Storage & Maintenance** should not occur on site, unless necessary. Vehicles may **never** be cleaned or maintained within the public right of way (*i.e. street*).