



**LOS ANGELES UNIFIED SCHOOL DISTRICT
REFERENCE GUIDE**

TITLE: Storm Water Discharges Associated with Construction and Land Disturbance Activities

NUMBER: REF-6286.0

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PURPOSE: The purpose of this Reference Guide is to provide information to ensure compliance with the State Water Resources Control Board (SWRCB) Order Number 2009-0009-DWQ for Storm Water Discharges Associated with Construction and Land Disturbance Activities.

MAJOR CHANGES: This is a new Reference Guide.

INSTRUCTIONS: Construction projects which involve demolition, clearing, grading and excavation on land areas equal to or greater than one acre are required to comply with SWRCB Order No. 2009-0009-DWQ. In order to comply with the SWRCB Order Number 2009-0009-DWQ, the Owner Authorized Representative (OAR) and the Contractor shall follow the requirements described below.

Prior to start of the demolition or soil-disturbance, the District is required to file Permit Registration Documents (PRDs) to the SWRCB electronically. The OAR shall enter the PRDs into the Storm Water Multi-Application and Report Tracking System (SMARTS) and submit the PRDS to the Office of Environmental Health and Safety (OEHS) for review and approval. After the OEHS approves the PRDSs, the Legally Responsible Person (LRP) will submit the PRDS to the SWRCB. The PRDs must include the following:

- Notice of Intent (NOI);
- Site Map;
- Storm Water Pollution Prevention Plan (SWPPP) prepared by a Qualified SWPPP Developer (QSD);
- Risk Assessment Prepared by QSD;
- First Annual Fee; and
- Signed Certification Statement.

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Risk Level Determination

Per SWRCB Order No. 2009-0009-DWQ, Section VIII, the risk level shall be determined from the two elements: (1) project sediment risk (the relative amount of sediment that can be discharged) and (2) receiving water risk (the risk sediment discharges pose to the receiving waters). The following combined risk level matrix shall also be used to determine risk level:

Combined Risk Level Matrix				
Receiving Water Risk		Sediment Risk		
		Low	Medium	High
	Low	Level 1	Level 2	
	High	Level 2		Level 3

Requirements for SWPPP and Best Management Practices (BMPs)

Per SWRCB Order No. 2009-0009-DWQ, Section XIV, the SWPPP shall include the following:

- A site map showing designated areas for:
 - The project’s surrounding area (vicinity);
 - Site layout;
 - Construction site boundaries;
 - Drainage areas;
 - Drainage locations;
 - Sampling locations;
 - Areas of soil disturbance (temporary or permanent);
 - Active areas of soil disturbance (cut or fill);
 - Locations of all runoff BMPs;
 - Locations of all erosion control BMPs;
 - Locations of all sediment control BMPs;
 - Locations of all post-construction BMPs;
 - Locations of storage areas for waste, vehicles, service, loading/unloading of materials, access (entrance/exits) points to construction site, fueling, and water storage, water transfer for dust control and compaction practice;
- A narrative description of all materials used during construction that have potential to discharge pollutants;
- A narrative description of all activities performed during construction that has the potential to discharge pollutants;
- A narrative description of implementing good housekeeping for vehicle storage and maintenance, construction waste handling and disposal;



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- A narrative description of BMPs selected to reduce or eliminate discharge of these pollutants. Ensure the BMPs include the following:
 - An outline of vegetative soil cover or native vegetation onsite that will remain undisturbed during the construction;
 - An outline of disturbed slopes;
 - A description of effective BMPs to control disturbed slope erosion both temporarily and permanently;
 - A description of BMPs to reduce wind erosion at all times, especially for stockpiled materials;
 - A proposed schedule for erosion control BMPs implementation;
 - A description of effective sediment control BMPs. These BMPs may include filtration devices and barriers (such as fiber rolls, silt fences, and straw bale barriers), settling devices (such as sediment traps or basins), or other devices (such as earth dikes, brush barriers, and drainage swales); and
 - A description of the BMPs to reduce the tracking of sediment onto public or private roads at all times.
- A narrative description of:
 - Monitoring program;
 - Training program; and
 - Record keeping.
- Non-storm water discharge monitoring
 - Ensure to eliminate, control, or reduce all non-storm water discharges;
 - Conduct visual inspection for non-storm water discharge quarterly;
 - Ensure that visual observations document the presence or evidence of any non-storm water discharge, pollutant characteristics (floating and suspended material, sheen, discoloration, turbidity, odor, etc.), and source; and
 - Ensure that Risk Level 2 and 3 dischargers collect samples for all non-storm water discharges from all discharge points and send all samples to a laboratory certified by the State Department of Health Services to analyze for pH and turbidity.
- Non-visible pollutant monitoring
 - Ensure that a non-visible pollutant monitoring plan includes a list of the name and telephone number of the qualified person(s) assigned responsibility for collecting sample(s);
 - Ensure that non-visible pollutants are listed in the plan;
 - Ensure that a name, address and phone number of the laboratory are included in the plan;
 - Ensure that a sample kit is kept onsite; and



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- Ensure that the samples are collected during the first two hours of discharge from rain events that occur during business hours and which generate runoff.
- Information on
 - Size of construction site in acres/square feet;
 - The runoff coefficient before and after construction; and
 - The percentage that is impervious before and after construction.
- Annual reporting and noncompliance reporting.
- A narrative description of post construction management
 - Description of BMPs such as catch basin inserts, storm drain inserts, clarifiers, filtration systems, energy dissipation devices, detention/retention basins, etc;
 - BMPs are consistent with all local post-construction storm water management requirements; and
 - Includes a responsible maintenance party.

Requirements for Monitoring

Risk Level 1 Requirements

- Ensure that a monitoring program includes a list of the name and telephone number of the qualified person(s) assigned responsibility for pre-storm, post-storm, and storm event BMP inspections;
- Ensure that all inspections, maintenance repair and sampling activities at the project location shall be performed or supervised by a Qualified SWPPP Practitioner (QSP) or an employee trained by a QSP;
- Ensure a record is available for review which indicates monthly site inspections as pursuant to LAUSD Storm Water Pollution Prevention, Specification 17416;
- Ensure to keep a record available for review which indicates weekly site inspections as pursuant to SWRCB Order No. 2009-0009-DWQ;
- Ensure to keep a record of site inspections conducted before and after each qualifying storm event (storm event producing precipitation of ½ inch or more). Inspections shall be conducted at all discharge locations within 48 hours after each qualifying storm event;
- Ensure to keep a record of site inspections conducted each 24-hour period during extended storm event;
- Ensure to keep a record of site inspections conducted for quarterly non-storm water discharge; and
- Ensure that an inspection checklist includes the following items:
 - Inspection date and date the inspection report was written;
 - Monthly, weekly, pre-storm, during storm, quarterly non-storm water discharge;



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- Weather information including beginning and end of storm, and amount of rainfall in inches;
- A description of any BMP evaluated and any deficiencies noted (repairs or design changes to BMPs within 72 hours);
- Observation of all BMPs during inclement weather (if access is safe and possible);
- Corrective action required, including any SWPPP amendments and implementation dates; and
- Inspector's name, title and signature.

Risk Level 2 Requirements

- Ensure that a monitoring program includes all the requirements for Risk Level 1 plus the following:
 - Ensure that a QSP develop a Rain Event Action Plan (REAP) 48 hours prior to any likely precipitation event (likely precipitation 50% or greater probability of production precipitation);
 - Ensure that REAP includes the following:
 - Site address;
 - Calculated risk level (2 or 3);
 - Information on site storm water manager including the name, company, and 24-hour emergency telephone number;
 - Information on erosion and sediment control provider including the name, company, and 24-hour emergency telephone number;
 - Information on storm water sampling agent including the name, company, and 24-hour emergency telephone number;
 - Activities associated with each construction phase;
 - Trades active on the construction site during each construction phase;
 - Information on trade contractor; and
 - Suggested actions for each project phase.
 - Collect storm water grab samples from all discharge points where storm water is discharged off-site. Collect at a minimum three (3) samples per day of the qualifying event (producing precipitation of ½ inch or more at the time of discharge) and analyze for pH and turbidity on-site (Numeric Action Levels: pH 6.5 – 8.5, turbidity 250 NTU).



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Risk Level 3 Requirements

- Ensure that a monitoring program includes all the requirements for Risk Level 2 plus the following:
 - Ensure that the sample not exceed the Numeric Effluent Limitations (NEL): pH 6.0 – 9.0, turbidity 500 NTU;
 - Conduct bioassessment monitoring if a total project-related ground disturbance exceeds 30 acres and the project directly discharges into receiving water; and
 - Obtain any upstream/up-gradient receiving water samples and any downstream/down-gradient receiving water samples from representative and accessible locations if the site exceeds an NEL, and has a direct discharge into receiving waters.

Numeric Action Levels Exceedance Report

If the site exceeds Numeric Action Levels (NALs), submit all storm event sampling results electronically to the SWRCB no later than 10 days after the conclusion of the storm event. Submit NAL exceedance report to Regional Water Quality Control Board (RWQCB) upon request.

Numeric Effluent Limitations (NELs) Violation Report

If the site exceeds Numeric Effluent Limitations (NELs), submit all storm event sampling results electronically to the SWRCB no later than 5 days after the conclusion of the storm event. Also submit NEL violation report to the SWRCB within 24 hours after the NEL exceedance has been identified.

Action Treatment System

If the site deploys an Action Treatment System (ATS), ensure that the site conducts and meets the following:

- Daily on-site visual monitoring of the system;
- NEL: 10 NTU – Daily flow weighted average and 20 NTU – Any single sample; and
- Proper personnel training.

Training

Train construction site personnel pursuant to SWRCB Order No. 2009-0009-DWQ.



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Record Keeping

Ensure that all records of storm water monitoring information and copies of all reports are retained for a period of at least three years. These records include:

- Annual reports;
- Date, place and time of facility inspections, sampling, visual observation (inspections), and/or measurements;
- Date and approximate time of analyses;
- Individual(s) who performed the analyses;
- Summary of all analytical results from the last three years, the method detection limits and reporting units, the analytical techniques of methods used, and the chain of custody forms;
- Rain gauge readings from site inspections;
- Quality assurance/quality control records and results;
- Non-storm water discharge inspections and visual observation (inspections) and storm water discharge visual observation records;
- Visual observations and sample collection exception records; and
- Records of any corrective actions and follow-up activities that resulted from analytical results or visual observation (inspections).

Noncompliance Reporting

Report the following noncompliance issues to the OEHS at (213) 241-3199 immediately:

- Discharge of hazardous materials such as paint, chemicals, oil, etc.;
- Discharge of high suspended solids such as mud, sand, dirt, etc.;
- Storm water sample exceeding Numeric Action Levels; and
- Any chemical or oil spills.

Annual Reporting

The OAR shall follow the annual reporting requirements below to enter data into the SMARTS and submit the report to the OEHS for review and approval. After the OEHS approves the report, the LRP will submit the report to the SWRCB.

- Prepare and electronically submit “Annual Report” to SWRCB by September 1 of each year pursuant to SWRCB Order No. 2009-0009-DWQ; and
- Ensure that an “Annual Report” consists of the following:
 - Summary and evaluation of all sampling and analysis results, including copies of laboratory reports;
 - Analytical method(s), method reporting unit(s), and method detection limit(s) of each analytical parameter;



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- Summary of all corrective actions taken during the compliance year;
- Identification of any compliance activities or corrective actions that were not implemented;
- Summary of all violations of the General Permit;
- Names of individual(s) who performed the facility inspections, sampling, visual observation (inspections), and/or measurements;
- Date, place, time of facility inspections, sampling, visual observation (inspections), and/or measurements, including precipitation (rain gauge);
- Documentation of all training for individuals responsible for all activities associated with compliance with this General Permit;
- Documentation of all training for individuals responsible for BMP installation, inspection, maintenance, and repair; and
- Documentation of all training for individuals responsible for overseeing, revising, and amending the SWPPP.

Notice of Termination

Ensure to file Notice of Termination (NOT) electronically to the SWRCB through SMARTS System within 90 days after construction is completed.

RELATED RESOURCES:

State Water Resources Control Board (SWRCB) Order Number 2009-0009-DWQ for Storm Water Discharges Associated with Construction and Land Disturbance Activities.

LAUSD Specification Section 17416, Storm Water Pollution Prevention Plan.

Los Angeles Unified School District Stormwater Technical Manual prepared by Geosyntec Consultants, October 2009.

ASSISTANCE:

For assistance or further information, please contact the Office of Environmental Health and Safety at (213) 241-3199.