



*Ventura Countywide
Stormwater Quality
Management Program*

**2012-2013
Permit Year**

Ventura Countywide Stormwater Quality
Management Program Annual Report

Attachments A through C



Camarillo
County of Ventura
Fillmore
Moorpark
Ojai
Oxnard
Port Hueneme
Santa Paula
Simi Valley
Thousand Oaks
Ventura
Ventura County Watershed Protection
District

December 13, 2013

Attachments

Attachment A Commercial and Industrial Inspection Checklists

Attachment B Post Construction BMP Inspection Checklist

Attachment C Construction Inspection Checklist

Attachment A - Industrial/Commercial Inspection Checklist

Attachment A – Commercial Inspection Checklist



City of Camarillo – Public Works Dept. 805-383-5659

Work Order #: _____

STORMWATER INSPECTION CHECKLIST FOR COMMERCIAL BUSINESSES

FOOD SERVICE, AUTO-RELATED LAUNDRY NURSERY FACILITIES

INSPECTION TYPE: 1st Routine¹ 2nd Routine² Complaint Response Follow-up Visit

INSPECTION DATE: _____ TIME: _____

INSPECTOR NAME: _____ PHONE #: _____

FACILITY NAME: _____ FACILITY ADDRESS: _____

FACILITY CONTACT NAME: _____ PHONE #: _____

FACILITY CONTACT SIGNATURE (acknowledging receipt of insp.): _____

FACILITY SIC/NAICS # _____ CATEGORY: _____

FACILITY IS LOCATED IN Calleguas Creek Watershed and discharges to Revolon Slough; Beardsley Wash; Conejo; Calleguas

(Circle one Water body)

Does Facility discharge to MS4 that directly discharges to an ESA? Yes No If yes, is there an approved TMDL Implementation Plan? Yes No

	BMP #	Inspection Criteria	Yes	No ³	N/A
1	SC-10	Unauthorized Non-stormwater discharges. Are controls being implemented to eliminate non-stormwater discharges?			
2	SC-11	Accidental Spills/Leaks. Is the facility effectively preventing and responding to spills and leaks?			
3	SC-20	Vehicle/Equipment Fueling. Are effective fueling source control devices and practices being implemented?			
4	SC-21	Vehicle/Equipment Cleaning. Are effective equipment/vehicle cleaning practices and appropriate wash water management practices being implemented?			
5	SC-22	Vehicle/Equipment Repair. Are effective vehicle/equipment repair practices and source control devices being implemented?			
6	SC-30	Outdoor Loading/Unloading. Are effective outdoor loading/unloading practices being implemented?			
7	SC-31	Outdoor Liquid Storage. Are effective outdoor liquid storage source controls and practices being implemented?			
8	SC-32	Outdoor Equipment Operations. Are effective outdoor equipment source control devices and practices being implemented?			
9	SC-33	Outdoor Storage of Raw Materials. Are effective source control practices being implemented and appropriate structural devices being used and maintained?			
10	SC-34	Storage and Handling of Solid Waste. Are effective solid waste storage/handling practices and control measures being implemented?			
11		Grease Trap/Clarifier Info. Is Grease Trap/Clarifier being properly maintained? Size of Trap/Clarifier _____ Last Svc. Date: _____			
12	By Municipality	Waste/Hazardous Materials Storage, Handling & Disposal. Are effective storage, handling and disposal procedures for hazardous materials being implemented?			
13	SC-41	Building and Grounds Maintenance. Are effective facility maintenance practices being implemented?			
14	SC-43	Parking/Storage Area Maintenance. Are effective parking/storage area designs and housekeeping/maintenance practices being implemented?			
15	SC-44	Storm Water Conveyance System Maintenance Practices. Are proper conveyance system operation and maintenance protocols being implemented?			
16		Post Construction Treatment Device. If facility has treatment device, is it being properly maintained? Device Type: _____			

¹ 1st Routine inspection is due by 7/8/2012; ² 2nd Routine inspection is due not earlier than 6 months after the 1st insp. and not later than 7/8/2015

³ Note Violation/Correction Needed in Comments Section

ENFORCEMENT ACTION TAKEN

Verbal Warning	Cease & Desist Order Issued
Notice of Noncompliance (1 ST written notice via City Storm Water Mgr. ltr.)	Referred to LA Regional Water Board
Administrative Compliance Order Issued (2 nd written notice via City PW Dir. ltr.)	Legal Action Initiated

FOLLOW-UP INSPECTION NECESSARY? YES NO

OUTREACH MATERIAL GIVEN TO FACILITY: _____
(List type of material (Business brochure, BMP fact sheet #)

COMMENTS: (Identify # violated above, type of violation and suggested corrective action needed.)

White – Storm Water File

Yellow – Storm Water Inspector

Pink – Facility Copy

10-2010

Attachment A - Industrial Inspection Checklist



SID #: _____

City of Ventura Environmental and Water Resources Division – Environmental Services
STORMWATER INSPECTION CHECKLIST FOR INDUSTRIAL FACILITIES

INSPECTION TYPE: 1st Routine¹ 2nd Routine² 2nd Routine-No Exp. Fac.³ Complaint Response Follow-up Visit
 INSPECTION DATE: _____ TIME: _____
 INSPECTOR NAME: _____ PHONE #: _____
 FACILITY NAME: _____
 FACILITY ADDRESS: _____
 FACILITY CONTACT NAME: _____ PHONE #: _____
 FACILITY CONTACT SIGNATURE (acknowledging receipt of insp.): _____
 FACILITY SIC/NAICS # _____ CATEGORY: _____
 FACILITY IS LOCATED In: Ventura River, Misc. Coastal, Lower Santa Clara River, Watershed (Circle one Water Body)
 Does Facility discharge to MS4 that directly discharges to an ESA? Yes No If yes, is there an approved TMDL Implementation Plan? Yes No

State Industrial NPDES Permit Information			Yes	No ⁴	N/A
Does facility have coverage/WDID # under State Industrial Permit?					
WDID # _____					
If facility has coverage/WDID # under State Industrial Permit, does facility have SWPPP on site?					
If facility's SIC code is identified in Category 10 of Attachment 1 to the Industrial Permit, does facility have any industrial materials, equipment or activities that are exposed to stormwater? (Category 10 includes: SICs 20,21,22,23,24,34,25,26,27,27,28,285,30,31 (except 311),32,33,34 (except 3441),35,36,37(except 373),38,39 or 4221-4225).					
If a Category 10 SIC facility and no exposure, did facility file a Notice of Non-Applicability with the LARWQCB? Date filed: _____ LARWQCB Approval Letter Received: (if yes, attach copy to inspection form)					
BMP #	BMP Inspection Criteria	Yes	No ⁴	N/A	
1	SC-10 Unauthorized Non-stormwater discharges. Are controls being implemented to eliminate non-stormwater discharges?				
2	SC-11 Accidental Spills/Leaks. Is the facility effectively preventing and responding to spills and leaks?				
3	SC-20 Vehicle/Equipment Fueling. Are effective fueling source control devices and practices being implemented?				
4	SC-21 Vehicle/Equipment Cleaning. Are effective equipment/vehicle cleaning practices and appropriate wash water management practices being implemented?				
5	SC-22 Vehicle/Equipment Repair. Are effective vehicle/equipment repair practices and source control devices being implemented?				
6	SC-30 Outdoor Loading/Unloading. Are effective outdoor loading/unloading practices being implemented?				
7	SC-31 Outdoor Liquid Storage. Are effective outdoor liquid storage source controls and practices being implemented?				
8	SC-32 Outdoor Equipment Operations. Are effective outdoor equipment source control devices and practices being implemented?				
9	SC-33 Outdoor Storage of Raw Materials. Are effective source control practices being implemented and appropriate structural devices being used and maintained?				
10	SC-34 Storage and Handling of Solid Waste. Are effective solid waste storage/handling practices and control measures being implemented?				
11	Grease Trap Info. Is Grease Trap being properly maintained? Size of Trap _____ Last Svc. Date: _____				
12	By Municipality Waste/Hazardous Materials Storage, Handling & Disposal. Are effective storage, handling and disposal procedures for hazardous materials being implemented?				
13	SC-41 Building and Grounds Maintenance. Are effective facility maintenance practices being implemented?				
14	SC-43 Parking/Storage Area Maintenance. Are effective parking/storage area designs and housekeeping/maintenance practices being implemented?				
15	SC-44 Storm Water Conveyance System Maintenance Practices. Are proper conveyance system operation and maintenance protocols being implemented?				
16	Appendix D Fact Sheets. If applicable, is facility applying requirements on these fact sheets?				
17	Post Construction Treatment Device. If facility has treatment device, is it being properly maintained? Device Type: _____				

¹1st Routine insp. due 5/7/2012; ²2nd Routine insp. for facilities with exposure due not earlier than 6 months after the 1st insp. & not later than 5/7/2015. ³2nd routine insp. yearly at min. of 20% of facilities determined not to have exposure (Non Applicability Letter on File)
⁴Note violation/correction needed in comments section

ENFORCEMENT ACTION TAKEN

Verbal Warning/Written Notice of Correction (1st written notice via City SW Insp.)	Cease & Desist Order Issued
Notice of Violation (2nd written notice via City Storm Water Insp.)	Referred to LA Regional Water Board
Administrative Compliance Order Issued (3rd written notice via City PW Dir. ltr.)	Legal Action Initiated

FOLLOW-UP INSPECTION NECESSARY? YES _____ NO _____

OUTREACH MATERIAL GIVEN TO FACILITY: _____
 (List type of material (Business brochure, BMP fact sheet #)

COMMENTS: (Identify # violated above, type of violation and suggested corrective action needed.)

(Use addition sheet for comments)

Stormwater Quality Program (805) 207-6371

White – Storm Water File

Yellow – Storm Water Inspector

Pink – Facility Coop

IND 04-08-2010 A

Attachment B - Post Construction BMP Inspection Checklist

Attachment B - Post Construction BMP Checklist



**CITY OF CAMARILLO – PUBLIC WORKS DEPT. (805-383-5659)
STORM WATER POST-CONSTRUCTION TREATMENT DEVICE
INSPECTION CHECKLIST**

3/12/2010

Type of Device: _____ Location of Device: _____

Date of Inspection: _____ Inspector: _____

Photos Taken: Yes No Quantity: _____

Property Manager/Designee: _____ Company: _____

Mailing Address: _____

Phone Number: _____

Service Information:

Grassy swale/biofilter/grass strip, catch basin filter, clarifiers, pervious concrete, etc.

- Needs removal of litter and debris _____
- Needs to be swept _____
- Removal of accumulated sediment _____
- Reseed and/or apply mulch to damaged grass areas _____
- Other repairs/maintenance necessary: _____

- No Maintenance is needed at this time

Detention Basins

- Needs removal of litter and debris from banks and basin _____
- Repair erosion to banks and bottom _____
- Clean/repair inlet riprap and pilot channels _____
- Clean/repair outlet to prevent clogging _____
- Sediment accumulation of 25% or more of original depth (should be cleaned) _____
- Perimeter fencing needs repair _____
- Apply Mosquito abatement procedure _____
- Other repairs/maintenance necessary: _____

- No Maintenance is needed at this time

Additional Notes: _____

Outreach Material Given to Facility: _____

Is follow-up inspection needed?

- Yes No

Inspector Signature

Date

Attachment C - Construction Inspection Checklist

Attachment C - Construction Inspection Checklist



CITY OF CAMARILLO – PUBLIC WORKS DEPT. (805-383-5659)
STORM WATER INSPECTION CHECKLIST
FOR CONSTRUCTION ACTIVITIES

10/6/09

Work Order: _____

Project Name: _____ **Project #:** _____

Project Location: _____ **Grading Permit #:** _____

Date/Time: _____ **Quantity of Rainfall:** _____

Contractor Information:

Contact Rep.: _____ Company Name: _____ Phone Number: _____

INSPECTION TYPE: Wet Season Dry Season Routine Follow-Up Pre-storm During-storm Post-storm Final

CONSTRUCTION PHASE: Grading & Land Dev Streets & Utilities Vertical Construction Final Landscaping

CONSTRUCTION REQUIREMENTS:

Is SWPPP/SWPCP on site: Yes No Is Notice of Intent WDID on site: Yes No N/A WDID #: _____

RISK DETERMINATION: Sediment and Receiving Water Risk Level: One Two Three

DEWATERING ACTIVITIES: Has a NPDES Permit been filed: Yes No If yes, is the Permit on site: Yes No

YES	NO	N/A	INSPECTION CRITERIA
			1. SITE PLAN: Does the site plan reflect the project site's condition(s)?
			2. SLOPE EROSION MANAGEMENT: Are slope erosion management BMP's in place per the SWPCP/SWPPP
			3. SEDIMENT TRAPPING: Are all sandbags, straw bales, and/or silt fences in place and are they functioning properly?
			4. SEDIMENT BASINS: If desilting or sediment basins are being used, are they functioning properly?
			5. SEDIMENT MANAGEMENT AT DRAINAGE DISCHARGE POINTS: Are the drainage discharge points reasonably free of any significant erosion or sediment transport?
			6. SITE SEDIMENT MANAGEMENT: Is sediment, debris, or mud contained within the site?
			7. PUBLIC ROAD SEDIMENT MANAGEMENT: Are ingress and egress locations to the construction area stabilized to prevent the tracking of construction materials offsite or onto impervious areas?
			8. MATERIALS MANAGEMENT: Are material handling and storage areas reasonably clean and free of spills, leaks, or any other harmful materials?
			9. MATERIALS MAINTENANCE: Are all materials properly covered/contained?
			10. DESIGNATED MATERIAL STORAGE AREA: Are all locations of temporary soil stockpiles or construction materials in approved areas?
			11. VEHICLE & EQUIPMENT MAINTENANCE: Are all the equipment storage, cleaning, fueling, and maintenance areas reasonably clean and free of spills, leaks, or any other harmful materials?
			12. PAINT, CONCRETE & SAW CUTTING WASTE MANAGEMENT: Are waste containment areas functioning properly?
			13. BMP IMPLEMENTATION: Has an effective combination of BMPs been selected for the project site?
			14. BMP INSTALLATION & MAINTENANCE: Are the BMPs identified on the SWPCP/SWPPP, and/or installed in the proper location according to plan specifications?
			15. POST-CONSTRUCTION BMPs: Have post-construction BMPs been inspected prior to issuing the Certificate of Occupancy?
			16. HIGH RISK SITES: Has the project proponent's qualified SWPPP personnel inspected the site's BMPs during installation and weekly during the wet season (October-April)?
			17. BMP LOG: Is a log kept on site which indicates BMPs are being evaluated, maintained and/or modified in the event that they fail or are not appropriate?
			18. ILLICIT DISCHARGE: Is non-stormwater runoff leaving the site?
			19. PUBLIC PROJECT (CIP) SWPPP/PCP: Does the SWPPP/PCP have the required training and inspection records?

Field Directive Issued: Yes No

Non-Compliance Issued: Yes No

Verbal Stop Work Order Citation
 Warning Notice of Violation

Notes/Comments: _____

Inspector _____

Phone Number _____

Contractor's Signature _____
 (Acknowledging receipt of Inspection Report)

White – Storm Water File

Yellow – Storm Water Inspector

Pink – Site Copy

