



WPCP/SWPPP PLAN FOR MINOR RIGHT OF WAY ENCROACHMENT PROJECTS

GENERAL INFORMATION:

Project Location: _____
Description of Work: _____

Proximity to Storm Drains, Creeks & Known Underground Springs or Seeps: Indicate the location of any and all storm drain inlets and creeks that are within 150' of the project site. _____

Applicant: _____ Contractor's License #: _____
Contact Person: _____ Office #: (____) ____-____
Cell #: (____) ____-____

Permit Authority (Check One, if applicable)

- Capital Improvement Project (Submit at PRECON Meeting) CIP No: _____
 Public Works Encroachment: PW Permit No: _____
 Building Projects Building Permit No: _____

Stormwater Plan (Check One, if applicable)

- SWPPP:** Adhere to specifications on approved building / CIP plans (Sign form and submit to Public Works).
 Tract / Minor Subdivisions: Adhere to the detailed specifications on approved building plans.
 WPCP – When appropriate use this simplified WPCP by checking each applicable BMP below.

BEST MANAGEMENT PRACTICES OR "BMP'S" are procedures that help prevent pollutants from entering our storm drains/creeks/etc. Check **ALL ANTICIPATED BMP'S** that will be incorporated into the project to ensure the protection of all waterways and stormwater conveyance systems (*gutters, streets, storm drain inlets, storm drains, catch basins, creeks, culverts and seasonal streams*). BMP descriptions / requirements are available on-line at: <http://www.slocity.org/publicworks/stormwater/6construction.asp>

Good Housekeeping BMPs

- Pre-inventory list (i.e. materials to be used/ generated on the project)
 Material stockpile management (i.e. wattles, covered)
 Routine Sweeping Plan (i.e. daily, pre/post storm – gutters, streets & sidewalks)
 Spill management/reporting plan
 Spill Kit: _____

Waste Management BMPs

- Concrete/Slurry Residue Management (i.e. lined washouts)
 Hazardous Waste (i.e. proper disposal)
 Hazardous spill management plan
 Portable Toilets: _____
 Recycled Waste
 Solid Waste: _____
 Effective Scheduling BMPs

Non-Stormwater Management BMPs

- Encroachment permits: _____

- **Weekly:** The permittee must inspect, clean, maintain and repair as necessary all BMP's for the duration of the project.
- **Inspections:** Inspections occur weekly, before and after each rain event. Additional inspections may be required, such as, during a rain event.
- **Cleanings:** The site should be maintained daily following good housekeeping principles. In addition, the site must be kept clean of loose solid waste materials at all times.
- **Maintenance:** BMP's shall be maintained daily.
- **Repairs as Necessary:** During inspections, cleaning or maintenance activities any dilapidated, torn or broken BMP's shall be repaired immediately.
- **Documentation:** Permittee is required to document their efforts and stormwater pollution prevention activities. Your best demonstration of compliance is documentation.

Non-Stormwater Management BMPs (Cont'd)

- Equipment Tool Washouts
 Equipment / Vehicle BMPs (i.e. maintenance, repair, fueling, storage locations)
 Saw-cutting Activities
 Tool, equipment washout locations (i.e. lined with plastic)
 Erosion Control BMPs: Please refer to the project manager for direction.
 Sediment Control BMPs: Please refer to the project manager for direction.

Project Specific BMPs

- Creek Protection Control Measures – see spec's.
 Storm Drain Inlet Protection
 Temporary Construction Entrance over Curb
 Special Provisions: _____

 Other: _____



WPCP/SWPPP PLAN FOR RIGHT OF WAY ENCROACHMENT PROJECTS

This plan is only to be used for minor projects based upon approval of City staff. The following sections of the City of San Luis Obispo Municipal Code, Standard Specifications and Storm Water Management Regulations shall be reviewed by the permittee, and the permittee shall submit and receive approval of a WPCP prior to the issuance of their Encroachment Permit. The plan shall include BMP's which shall be on site at all times, implemented as needed, and verified for compliance. The permittee is required to maintain a log of all routine inspections, cleanings, maintenance and records of all repairs made to all BMP's on site at all times for routine review by any representative of the City or any law enforcement officer upon request. Failure to adhere to the WPCP, State and Federal Regulations may result in a Notice of Violation and/or an Administrative Citation and/or a Stop Work Order issued until the site is in conformance with the requirements of this plan.

APPLICABLE SPECIFICATIONS:

San Luis Obispo Municipal Code

- 8.04 Solid Waste Disposal
- Title 12 Streets, Sidewalks and Public Places
- 12.08 Urban Storm Water Quality Management and Discharge Control
- 13.08.130 Stormwater & unpolluted drainage
- 15.04.010 All disturbed surfaces

City Specifications

- Section 3-1.03A, Encroachment Permit
- 4-1.07 Work Site Maintenance
- 6-1.03 Storage of Materials

- Section 7-1.01G Water Pollution
- Section 1010B, Uniform Design Criteria – Drainage and Erosion Control
- 19-1.07 Sawcutting
- 20.3 Erosion Control

Storm Water Regulations

- Federal Water Pollution Control Act (CWA)
- California Construction Stormwater Permit
- California Porter Cologne Act of 2002
- City of San Luis Obispo Stormwater Management Plan

I have **read, understood and agree** to follow the requirements as set forth in the Project WPCP, the City of San Luis Obispo's Stormwater Management Plan, the State of California's General Construction Permit and the Federal Clean Water Act. In addition, I understand and agree to the following: (1) additional BMP's, both temporary and permanent may be required during the course of the project at the discretion of the City in order to ensure the protection of local water quality, (2) it is permittee's obligation to take additional corrective actions when required to protect local water quality, (3) failure to comply with all the requirements could cause the permit to be revoked and/or cause permittee to lose the privilege to work within the City right-of-way for 2 years, and (4) the doing of any work under this permit shall constitute an acceptance of the provisions of this permit and all attachments and documents referenced herein.

Applicant: _____ Permit No.: _____
Signature: _____ Date: _____

WEBSITE REFERENCES:

- CA State Water Resources Control Board http://www.swrcb.ca.gov/water_issues/programs/stormwater/training.shtml
- CA Con General Permit: http://www.waterboards.ca.gov/water_issues/programs/stormwater/gen_const.shtml#const_permit
- California Stormwater Quality Association <http://www.casqa.org/>
- Caltrans Stormwater Pollution Templates: <http://www.dot.ca.gov/hq/construc/stormwater/templates1.htm>
- Caltrans Supplement to Traffic Control Guide <http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp>
- City of San Luis Obispo Municipal Code <http://www.codepublishing.com/ca/sanluisobispo/>
- City of SLO Stormwater Management Plan <http://www.slocity.org/publicworks/stormwater/documents>
- City of SLO Minor WPCP BMP Descriptions <http://www.slocity.org/publicworks/stormwater/6construction.asp>
- City Specifications <http://www.slocity.org/publicworks/documents.asp>
- Construction Industry Compliance Assist Center <http://www.cicacenter.org/swt/swt2.cfm?st=CA>
- State Specifications <http://www.dot.ca.gov/hq/esc/oe/standards.php>
- Traffic Control Guide <http://mutcd.fhwa.dot.gov>

Note: Please refer to the City's website for "BMP Descriptions for Minor Public Works Encroachment Projects" handout.
Projects that fall within a Caltrans Right-of-Way shall require the use of approved Caltrans forms.
This plan is not for projects over 1 acre.

OFFICIAL USE ONLY

Approved Revise & Resubmit _____

OFFICE USE ONLY	
Rec. By: _____	Date: _____
App. By: _____	Date: _____