



Local Exceptions & Requirements

A. Requirement for Maintenance and Inspections

Appendix Contents

Requirement for Maintenance and Inspections..... A-1
List of Stormwater Treatment Facilities..... A-1
Plan for Stormwater Facility Inspections..... A-2
Inspection Procedure,A-2
Documentation, Effectiveness Evaluation, and
Continuous Improvement..... A-2

1. Maintenance and annual inspection of Stormwater Treatment Facilities is required by the City of Pittsburg (City) Stormwater Management and Discharge Control Ordinance (Pittsburg Municipal Code chapter 13.28). In addition, the City requires that a Stormwater Management Facilities Operation and Maintenance Agreement and Right of Entry be executed as a condition of project approval.

B. List of Stormwater Treatment Facilities

1. The NDPES section of the Engineering Department is responsible for maintaining the list of stormwater treatment facilities. Procedures are as follows:
 - a. Stormwater Control Plans are submitted to the Engineering Department for review and approval. The Engineering Department then creates a record for the site.
 - b. When a construction permit is applied for, the Engineering Department receives and reviews (1) detailed drawings and specifications for the stormwater facilities and (2) a draft Stormwater Control Operation and Maintenance Plan. Requirements for

Stormwater Control Operation and Maintenance Plans are in Chapter 6 of the *Stormwater C.3 Guidebook*.

- c. The Engineering Inspectors verify the methods and materials used to build the facilities. The Engineering Inspectors also verify that the facilities are maintained during the construction period.
- d. Prior to issuance of a Certificate of Occupancy, the Engineering Department receives a final Stormwater Control Operation and Maintenance Plan (O&M Plan). The O&M Plan is added to the facility file. In the case where there may be more than one Certificate of Occupancy for a common O&M Plan, the Engineering Department receives the final O&M Plan prior to issuance of the first Certificate of Occupancy.

C. Plan for Stormwater Facility Inspections

1. The operator of each site with a stormwater treatment facility is required to obtain an annual certificate of compliance certifying operation and maintenance of the site.
2. The NPDES section of the Planning Department is responsible for issuing notices to each site operator reminding them of the need to obtain an annual certificate. The notices will typically be mailed in May and June with a due date of September 1. Site operators not submitting a certificate by the due date will be issued a warning notice with two weeks to respond. If no response is received in two weeks, the City Code Enforcement Department may issue an administrative fine and will conduct an inspection. This will ensure either compliance or allow the City time to conduct enforcement by the beginning of the rainy season (October 15).

D. Inspection Procedure

1. Inspection checklists for each BMP are to be incorporated into the required Stormwater Control Operation and Maintenance Plan for each site as described in Chapter 6. Inspections will be recorded on a log and will be filed along with the Stormwater Control Operation and Maintenance Plan.

E. Documentation, Effectiveness Evaluation, and Continuous Improvement

1. The NPDES section of the Engineering Department will be responsible for reviewing and assessing the BMP Operation and Maintenance Verification Program each year when the City's annual report to the Water Board is prepared. The report to the Water Board will include:
 - a. Any updates to the organization or structure of the verification program.
 - b. Planned improvements to the verification program.

- c. Summary of inspections and inspection results.
- d. Sites added to the verification program, including treatment measures used, sizing criteria employed, and party responsible for O&M.
- e. Evaluation of the verification program's effectiveness.