

# **City of Suisun City**

## **Sewer System Management Plan**

***Appendix A: Fairfield-Suisun Sewer District  
Ordinance No. 2008-03***

***Waste Water Discharge Ordinance***

**FEBRUARY 2014**

FAIRFIELD-SUISUN SEWER DISTRICT  
ORDINANCE NO. 2008-03  
WASTEWATER DISCHARGE ORDINANCE

The Board of Directors of the Fairfield-Suisun Sewer District does ordain as follows:

SECTION 1—GENERAL PROVISIONS

1.1 Purpose and Policy

This ordinance sets forth uniform requirements for Users of the Publicly Owned Treatment Works for the Fairfield-Suisun Sewer District (District) and enables the District to comply with all applicable State and Federal laws, including the Clean Water Act (33 United States Code Section 1251 et seq.) and the General Pretreatment Regulations (Title 40 of the *Code of Federal Regulations* Part 403). The objectives of this ordinance are:

- A. To prevent the introduction of pollutants into the Publicly Owned Treatment Works that will interfere with its operation;
- B. To prevent the introduction of pollutants into the Publicly Owned Treatment Works that will pass through the Publicly Owned Treatment Works, inadequately treated, into receiving waters, or otherwise be incompatible with the Publicly Owned Treatment Works;
- C. To protect both Publicly Owned Treatment Works personnel who may be affected by wastewater and sludge in the course of their employment and the general public;
- D. To promote reuse and recycling of industrial wastewater and sludge from the Publicly Owned Treatment Works; and
- E. To enable the District to comply with its National Pollutant Discharge Elimination System permit conditions, sludge use and disposal requirements, and any other Federal or State laws to which the Publicly Owned Treatment Works is subject.

This ordinance shall apply to all Users of the Publicly Owned Treatment Works. The ordinance authorizes the issuance of individual wastewater discharge permits; provides for monitoring, compliance, and enforcement activities; establishes administrative review procedures; requires User reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

1.2 Administration

Except as otherwise provided herein, the District Representative shall administer, implement, and enforce the provisions of this ordinance. Any powers granted to or duties imposed upon the

District Representative may be delegated by the District Representative to a duly authorized District employee.

### 1.3 Abbreviations

The following abbreviations, when used in this ordinance, shall have the designated meanings:

BOD – Biochemical Oxygen Demand  
BMP – Best Management Practice  
BMR – Baseline Monitoring Report  
CFR – *Code of Federal Regulations*  
CIU – Categorical Industrial User  
COD – Chemical Oxygen Demand  
EPA – U.S. Environmental Protection Agency  
gpd – gallons per day  
IU – Industrial User  
mg/l – milligrams per liter  
NPDES – National Pollutant Discharge Elimination System  
NSCIU – Non-Significant Categorical Industrial User  
POTW – Publicly Owned Treatment Works  
RCRA – Resource Conservation and Recovery Act  
SIU – Significant Industrial User  
SNC – Significant Noncompliance  
TSS – Total Suspended Solids  
U.S.C. – United States Code

### 1.4 Definitions

Unless a provision explicitly states otherwise, the following terms and phrases, as used in this ordinance, shall have the meanings hereinafter designated.

- A. Act or “the Act.” The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. Section 1251 et seq.
- B. Approval Authority. The State of California Water Resources Control Board.
- C. Authorized or Duly Authorized Representative of the User.

(1) If the User is a corporation:

- (a) The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
- (b) The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management

decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

- (2) If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.
  - (3) If the User is a Federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
  - (4) The individuals described in paragraphs 1 through 3, above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the District.
- D. Biochemical Oxygen Demand or BOD. The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 degrees centigrade, usually expressed as a concentration (e.g., mg/l).
- E. Best Management Practices or BMPs mean schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Section 2.1 A and B [40 CFR 403.5(a)(1) and (b)]. BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage. BMPs also include alternative means (i.e., management plans) of complying with, or in place of certain established categorical Pretreatment Standards and effluent limits.
- F. Categorical Pretreatment Standard or Categorical Standard. Any regulation containing pollutant discharge limits promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. Section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.
- G. Categorical Industrial User. An Industrial User subject to a categorical Pretreatment Standard or categorical Standard.

- H. Chemical Oxygen Demand or COD. A measure of the oxygen required to oxidize all compounds, both organic and inorganic, in water.
- I. Community Sewer. A sewer owned and operated by the District, or the Cities of Fairfield or Suisun City, tributary to the Fairfield-Suisun Subregional Wastewater Treatment Plant or other District facilities.
- J. Control Authority. The Fairfield-Suisun Sewer District.
- K. Daily Maximum. The arithmetic average of all effluent samples for a pollutant collected during a calendar day.
- L. Daily Maximum Limit. The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limits are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day. Where Daily Maximum Limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.
- M. District. The Fairfield-Suisun Sewer District.
- N. District Representative. The District General Manager, or the person duly authorized by the General Manager, who is charged with certain duties and responsibilities by this ordinance.
- O. Environmental Protection Agency or EPA. The U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, the Regional Administrator, or other duly authorized official of said agency.
- P. Existing Source. Any source of discharge that is not a "New Source."
- Q. Fat, Oils, and Grease or FOG. Fat, Oils, and Grease, including fats, oils, grease, waxes, or their related constituents. FOG may be of vegetable or animal origin, including butter, lard, margarine, vegetable fats and oils, and fats in meats, cereals, seeds, nuts and certain fruits. FOG may also be of mineral origin, including kerosenes, lubricating oil, and road oil. FOG in the wastewater collection system is generally present as, but need not be, a floatable solid, a liquid, a colloid, an emulsion, or in a solution.
- R. Food Service Establishment or FSE. Any building, vehicle, place, or structure, or any room or division in a building, vehicle, place or structure where food is prepared, served, or sold.
- S. Grab Sample. A sample that is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed fifteen (15) minutes.

- T. Grease Removal Device or GRD. An interceptor, trap, or other mechanical device designed, constructed, and intended to remove, hold, or otherwise prevent the passage of FOG to the sanitary sewer.
- U. Indirect Discharge or Discharge. The introduction of pollutants into the POTW from any nondomestic source.
- V. Inflow/Infiltration or I/I. Waters other than sewage, including groundwater and stormwater, which enter into building and/or community sewers, either at points of direct connection to the system or through defects, including cracks, offset joints and so forth, in the sewer pipes.
- W. Instantaneous Limit. The maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composited sample collected, independent of the industrial flow rate and the duration of the sampling event.
- X. Interference. A discharge that, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the District's NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent State or local regulations: Section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.
- Y. Local Limit. Specific discharge limits developed and enforced by the District upon industrial or commercial facilities to implement the general and specific discharge prohibitions listed in 40 CFR 403.5(a)(1) and (b).
- Z. Medical Waste. Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.
- AA. Monthly Average. The sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.
- BB. Monthly Average Limit. The highest allowable average of "daily discharges" over a calendar month, calculated as the sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.

CC. New Source.

- (1) Any building, structure, facility, or installation from which there is, or may be, a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under Section 307(c) of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that Section, provided that:
  - (a) The building, structure, facility, or installation is constructed at a site at which no other source is located; or
  - (b) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or
  - (c) The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.
- (2) Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Section (1) (b) or (c) above but otherwise alters, replaces, or adds to existing process or production equipment.
- (3) Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:
  - (a) Begun, or caused to begin, as part of a continuous onsite construction program:
    - i. any placement, assembly, or installation of facilities or equipment; or
    - ii. significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or
  - (b) Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

- DD. Noncontact Cooling Water. Water used for cooling that does not come into direct contact with any raw material, intermediate product, waste product, or finished product.
- EE. Pass Through. A discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the District's NPDES permit, including an increase in the magnitude or duration of a violation.
- FF. Person. Any individual, partnership, copartnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all Federal, State, and local governmental entities.
- GG. pH. An expression of the intensity of the basic or acidic condition of a solution, expressed in standard units.
- HH. Pollutant. Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, Medical Wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, and certain characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, BOD, COD, toxicity, or odor).
- II. Pretreatment. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable Pretreatment Standard.
- JJ. Pretreatment Requirements. Any substantive or procedural requirement related to pretreatment imposed on a User, other than a Pretreatment Standard.
- KK. Pretreatment Standards or Standards. Pretreatment Standards shall mean prohibited discharge standards, categorical Pretreatment Standards, and Local Limits.
- LL. Prohibited Discharge Standards or Prohibited Discharges. Absolute prohibitions against the discharge of certain substances; these prohibitions appear in Section 2.1 of this ordinance.
- MM. Publicly Owned Treatment Works or POTW. A treatment works, as defined by section 212 of the Act (33 U.S.C. section 1292). This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of



sewage or industrial wastes of a liquid nature and any conveyance lines which convey wastewater to a treatment plant.

- NN. Septic Tank Waste. Any sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks.
- OO. Sewage. Human excrement and gray water (household showers, dishwashing operations, etc.).
- PP. Significant Industrial User (SIU). Except as provided in paragraph (3) of this Section, a Significant Industrial User is:
- (1) An Industrial User subject to categorical Pretreatment Standards; or
  - (2) An Industrial User that:
    - (a) Discharges an average of twenty-five thousand (25,000) gpd or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater); or
    - (b) Contributes a process wastestream which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
    - (c) Is designated as such by the District on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.
  - (3) The District may determine that an Industrial User subject to categorical Pretreatment Standards is a Non-Significant Categorical Industrial User rather than a Significant Industrial User on a finding that the Industrial User never discharges more than 100 gallons per day (gpd) of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blowdown wastewater, unless specifically included in the Pretreatment Standard) and the following conditions are met:
    - (a) The Industrial User, prior to the District's finding, has consistently complied with all applicable categorical Pretreatment Standards and Requirements;
    - (b) The Industrial User annually submits the certification statement required in Section 6.14 B (see 40 CFR 403.12(q)), together with any additional information necessary to support the certification statement; and
    - (c) The Industrial User never discharges any untreated concentrated wastewater.
- QQ. Slug Load or Slug Discharge. Any discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards in Section 2.1 of this ordinance. A Slug Discharge is any Discharge of a non routine, episodic nature,

including but not limited to an accidental spill or a non customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the POTW's regulations, Local Limits or Permit conditions.

- RR. Storm Water. Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
- SS. Total Suspended Solids or Suspended Solids. The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and that is removable by laboratory filtering.
- TT. User or Industrial User. A source of indirect discharge.
- UU. Wastewater. Liquid and water carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.
- VV. Wastewater Treatment Plant or Treatment Plant. That portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste.

## SECTION 2—GENERAL SEWER USE REQUIREMENTS

### 2.1 Prohibited Discharge Standards

- A. General Prohibitions. No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These general prohibitions apply to all Users of the POTW whether or not they are subject to categorical Pretreatment Standards or any other National, State, or local Pretreatment Standards or Requirements.
- B. Specific Prohibitions. No User shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
  - (1) Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140 degrees F (60 degrees C) using the test methods specified in 40 CFR 261.21;
  - (2) Wastewater having a pH less than 6.0 or more than 11.0, or otherwise causing corrosive structural damage to the POTW or equipment;
  - (3) Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in Interference;

- (4) Pollutants, including oxygen-demanding pollutants (BOD, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause Interference with the POTW;
- (5) Wastewater having a temperature greater than 130 degrees F (54.4 degrees C), or which will inhibit biological activity in the treatment plant resulting in Interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees F (40 degrees C);
- (6) Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;
- (7) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
- (8) Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;
- (9) Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the District's NPDES permit;
- (10) Wastewater containing any radioactive wastes or isotopes except in compliance with applicable State or Federal regulations;
- (11) Storm Water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, Noncontact Cooling Water, and unpolluted wastewater, unless specifically authorized by the District Representative;
- (12) Sludges, screenings, or other residues from the pretreatment of industrial wastes;
- (13) Medical Wastes, except as specifically authorized by the District Representative in an individual wastewater discharge permit;
- (14) Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail toxicity test;
- (15) Detergents, surface-active agents, or other substances which that might cause excessive foaming in the POTW;
- (16) FOG which causes the User's discharge to exceed the local limits set forth in Section 2.4, or FOG disposal from any GRD;

- (17) Trucked or hauled pollutants, except at discharge points designated by the District Representative in accordance with Section 3.4 of this ordinance;

- C. Pollutants, substances, or wastewater prohibited by this Section shall not be processed or stored in such a manner that they could be discharged to the POTW.

## 2.2 National Categorical Pretreatment Standards

Users must comply with the categorical Pretreatment Standards found at 40 CFR Chapter I, Subchapter N, Parts 405–471.

## 2.3 State Pretreatment Standards

Users must comply with California State Pretreatment Standards codified in the Porter-Cologne Water Quality Control Act, California Water Code, Division 7.

## 2.4 Local Limits

- A. The District Representative is authorized to establish Local Limits pursuant to 40 CFR 403.5(c).
- B. The following pollutant limits are established to protect against Pass Through and Interference. No person shall discharge wastewater containing in excess of the following Daily Maximum Limit:

- 0.1 mg/l arsenic
- 0.05 mg/l cadmium
- 0.15 mg/l chromium
- 1.3 mg/l copper
- 0.7 mg/l cyanide
- 0.5 mg/l lead
- 0.01 mg/l mercury
- 0.9 mg/l nickel
- 100 mg/l oil and/or grease of mineral or petroleum origin
- 300 mg/l oil and/or grease of animal or vegetable origin
- 0.2 mg/l silver
- 0.02 mg/l total identifiable chlorinated hydrocarbons
- 50 mg/l total petroleum hydrocarbons
- 25 mg/l of total benzene, toluene, ethylbenzene, and xylenes
- 1.0 mg/l total phenols
- 2.3 mg/l zinc

The above limits apply at the point where the wastewater is discharged to a community sewer or to the POTW. All concentrations for metallic substances are for

total metal unless indicated otherwise. The District Representative may impose mass limitations in addition to the concentration-based limitations above.

## 2.5 District's Right of Revision

The District reserves the right to establish, by ordinance or in individual wastewater discharge permits, more stringent Standards or Requirements on discharges to the community sewer or the POTW consistent with the purpose of this ordinance.

## 2.6 Dilution

No User shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable Pretreatment Standard or Requirement. The District Representative may impose mass limitations on Users who are using dilution to meet applicable Pretreatment Standards or Requirements, or in other cases when the imposition of mass limitations is appropriate.

# SECTION 3—PRETREATMENT OF WASTEWATER

## 3.1 Pretreatment Facilities

Users shall provide wastewater treatment as necessary to comply with this ordinance and shall achieve compliance with all categorical Pretreatment Standards, Local Limits, and the prohibitions set out in Section 2.1 of this ordinance within the time limitations specified by EPA, the State, or the District Representative, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the User's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the District Representative for review, and shall be acceptable to the District Representative before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the User from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to the District under the provisions of this ordinance.

## 3.2 Additional Pretreatment Measures

- A. Whenever deemed necessary, the District Representative may require Users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and such other conditions as may be necessary to protect the POTW and determine the User's compliance with the requirements of this ordinance.
- B. Grease, oil, and sand interceptors shall be provided when, in the opinion of the District Representative, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors

shall not be required for residential Users. All interception units shall be of a type and capacity approved by the District Representative and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired by the User at their expense.

- C. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

### 3.3 Accidental Discharge/Slug Discharge Control Plans

The District Representative shall evaluate whether each SIU needs an accidental discharge/slug discharge control plan or other action to control Slug Discharges. The District Representative may require any User to develop, submit for approval, and implement such a plan or take such other action that may be necessary to control Slug Discharges. Alternatively, the District Representative may develop such a plan for any User. An accidental discharge/slug discharge control plan shall address, at a minimum, the following:

- A. Description of discharge practices, including nonroutine batch discharges;
- B. Description of stored chemicals;
- C. Procedures for immediately notifying the District of any accidental or Slug Discharge, as required by Section 6.6 of this ordinance; and
- D. Procedures to prevent adverse impact from any accidental or Slug Discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and/or measures and equipment for emergency response.

### 3.4 Prohibition on Trucked or Hauled Wastewater

- A. No person shall discharge trucked or hauled wastes into a community sewer or POTW, including holding tank waste. The District shall not be required to accept discharges of hauled wastes. Under special circumstances, the District Representative may, by permit, allow such discharge. This special permit will state the specific location of discharge, time of discharge, the constituents and characteristics of such discharge. The permit shall set forth such other terms and conditions as the District deems appropriate.
- B. If a permit is granted for discharge of hauled or trucked wastes, the User shall pay the applicable user charges and fees prior to receipt of permit.
- C. Nothing contained herein is intended to create a right in any User to receive a special permit allowing such discharge.

## SECTION 4—INDIVIDUAL WASTEWATER DISCHARGE PERMITS

### 4.1 Wastewater Analysis

When requested by the District Representative, a User must submit information on the nature and characteristics of its wastewater within thirty (30) days of the request. The District Representative is authorized to prepare a form for this purpose and may periodically require Users to update this information.

### 4.2 Individual Wastewater Discharge Permit Requirement

- A. No Significant Industrial User shall discharge wastewater into the POTW without first obtaining an individual wastewater discharge permit from the District except that a Significant Industrial User that has filed a timely application pursuant to Section 4.3 of this ordinance may continue to discharge for the time period specified therein.
- B. The District Representative may require other Users to obtain individual wastewater discharge permits as necessary to carry out the purposes of this ordinance.
- C. Any violation of the terms and conditions of an individual wastewater discharge permit shall be deemed a violation of this ordinance and subjects the wastewater discharge permittee to the sanctions set out in Sections 10 through 12 of this ordinance. Obtaining an individual wastewater discharge permit does not relieve a permittee of its obligation to comply with all Federal and State Pretreatment Standards or Requirements or with any other requirements of Federal, State, and local law.

### 4.3 Individual Wastewater Discharge Permitting: Existing Connections

Any User required to obtain an individual wastewater discharge permit who was discharging wastewater into the POTW prior to the effective date of this ordinance and who wishes to continue such discharges in the future, shall, within ninety (90) days after said date, apply to the District for an individual wastewater discharge permit in accordance with Section 4.5 of this ordinance, and shall not cause or allow discharges to the POTW to continue after one hundred eighty (180) days of the effective date of this ordinance except in accordance with an individual wastewater discharge permit issued by the District Representative.

### 4.4 Individual Wastewater Discharge Permitting: New Connections

Any User required to obtain an individual wastewater discharge permit who proposes to begin or recommence discharging into the POTW must obtain such permit prior to the beginning or recommencing of such discharge. An application for this individual wastewater discharge permit, in accordance with Section 4.5 of this ordinance, must be filed at least sixty (60) days prior to the date upon which any discharge will begin or recommence.

#### 4.5 Individual Wastewater Discharge Permit Application Contents

- A. All Users required to obtain an individual wastewater discharge permit must submit a permit application. Users that are eligible may request a general permit under Section 4.6. The District Representative may require Users to submit all or some of the following information as part of a permit application:
- (1) Identifying Information.
    - (a) The name and address of the facility, including the name of the operator and owner.
    - (b) Contact information, description of activities, facilities, and plant production processes on the premises;
  - (2) Environmental Permits. A list of any environmental control permits held by or for the facility.
  - (3) Description of Operations.
    - (a) A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production), and standard industrial classifications of the operation(s) carried out by such User. This description should include a schematic process diagram, which indicates points of discharge to the POTW from the regulated processes.
    - (b) Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW;
    - (c) Number and type of employees, hours of operation, and proposed or actual hours of operation;
    - (d) Type and amount of raw materials processed (average and maximum per day);
    - (e) Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge;
  - (4) Time and duration of discharges;
  - (5) The location for monitoring all wastes covered by the permit;
  - (6) Flow Measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined wastestream formula set out in Section 2.2 C (40 CFR 403.6(e)).



(7) Measurement of Pollutants.

- (a) The categorical Pretreatment Standards applicable to each regulated process and any new categorically regulated processes for Existing Sources.
- (b) The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the Standard or by the District Representative, of regulated pollutants in the discharge from each regulated process.
- (c) Instantaneous, Daily Maximum, and long-term average concentrations, or mass, where required, shall be reported.
- (d) The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Section 6.10 of this ordinance. Where the Standard requires compliance with a BMP or pollution prevention alternative, the User shall submit documentation as required by the District Representative or the applicable Standards to determine compliance with the Standard.
- (e) Sampling must be performed in accordance with procedures set out in Section 6.11 of this ordinance.

(8) Any requests for a monitoring waiver (or a renewal of an approved monitoring waiver) for a pollutant neither present nor expected to be present in the discharge based on Section 6.4 B [40 CFR 403.12(e)(2)].

(9) Any other information as may be deemed necessary by the District Representative to evaluate the permit application.

- B. Incomplete or inaccurate applications will not be processed and will be returned to the User for revision.

#### 4.6 Application Signatories and Certifications

- A. All wastewater discharge permit applications, User reports and certification statements must be signed by an Authorized Representative of the User and contain the certification statement in Section 6.14 A.
- B. If the designation of an Authorized Representative is no longer accurate because a different individual or position has responsibility for the overall operation of the facility or overall responsibility for environmental matters for the company, a new written authorization satisfying the requirements of this Section must be submitted to the District Representative prior to or together with any reports to be signed by an Authorized Representative.

- C. A facility determined to be a Non-Significant Categorical Industrial User by the District Representative pursuant to 1.4 PP (3) must annually submit the signed certification statement in Section 6.14 B.

#### 4.7 Individual Wastewater Discharge Permit Decisions

The District Representative will evaluate the data furnished by the User and may require additional information. Within thirty (30) days of receipt of a complete permit application, the District Representative will determine whether to issue an individual wastewater discharge permit. The District Representative may deny any application for an individual wastewater discharge permit.

### SECTION 5—INDIVIDUAL WASTEWATER DISCHARGE PERMIT ISSUANCE

#### 5.1 Individual Wastewater Discharge Permit Duration

An individual wastewater discharge permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the permit. An individual wastewater discharge permit may be issued for a period less than five (5) years, at the discretion of the District Representative. Each individual wastewater discharge permit will indicate a specific date upon which it will expire.

#### 5.2 Individual Wastewater Discharge Permit Contents

An individual wastewater discharge permit shall include such conditions as are deemed reasonably necessary by the District Representative to prevent Pass Through or Interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.

A. Individual wastewater discharge permits must contain:

- (1) A statement that indicates the wastewater discharge permit issuance date, expiration date and effective date;
- (2) A statement that the wastewater discharge permit is nontransferable without prior notification to the District in accordance with Section 5.5 of this ordinance, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit;
- (3) Effluent limits, including Best Management Practices, based on applicable Pretreatment Standards;
- (4) Self monitoring, sampling, reporting, notification, and record-keeping requirements. These requirements shall include an identification of pollutants (or

best management practice) to be monitored, sampling location, sampling frequency, and sample type based on Federal, State, and local law.

- (5) The process for seeking a waiver from monitoring for a pollutant neither present nor expected to be present in the Discharge in accordance with Section 6.4 B.
  - (6) A statement of applicable civil and criminal penalties for violation of Pretreatment Standards and Requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law.
  - (7) Requirements to control Slug Discharge, if determined by the District Representative to be necessary.
  - (8) Any grant of the monitoring waiver by the District Representative (Section 6.4 B) must be included as a condition in the User's permit or other control mechanism.
- B. Individual wastewater discharge permits may contain, but need not be limited to, the following conditions:
- (1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization;
  - (2) Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works;
  - (3) Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or nonroutine discharges;
  - (4) Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW;
  - (5) The unit charge or schedule of User charges and fees for the management of the wastewater discharged to the POTW;
  - (6) Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices;
  - (7) A statement that compliance with the individual wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable Federal and State Pretreatment Standards, including those which become effective during the term of the individual wastewater discharge permit; and

- (8) Other conditions as deemed appropriate by the District Representative to ensure compliance with this ordinance, and State and Federal laws, rules, and regulations.

### 5.3 Permit Modification

- A. The District Representative may modify an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:
  - (1) To incorporate any new or revised Federal, State, or local Pretreatment Standards or Requirements;
  - (2) To address significant alterations or additions to the User's operation, processes, or wastewater volume or character since the time of the individual wastewater discharge permit issuance;
  - (3) A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;
  - (4) Information indicating that the permitted discharge poses a threat to the District's POTW, District personnel, receiving waters, or sludge reuse;
  - (5) Violation of any terms or conditions of the individual wastewater discharge permit;
  - (6) Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting;
  - (7) Revision of or a grant of variance from categorical Pretreatment Standards pursuant to 40 CFR 403.13;
  - (8) To correct typographical or other errors in the individual wastewater discharge permit; or
  - (9) To reflect a transfer of the facility ownership or operation to a new owner or operator where requested in accordance with Section 5.5.

### 5.4 [RESERVED]

### 5.5 Individual Wastewater Discharge Permit Transfer

Individual wastewater discharge permits may be transferred to a new owner or operator only if the permittee gives at least thirty (30) days advance notice to the District Representative and the District Representative approves the individual wastewater discharge permit transfer. The notice to the District Representative must include a written certification by the new owner or operator which:

- A. States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;
- B. Identifies the specific date on which the transfer is to occur; and
- C. Acknowledges full responsibility for complying with the existing individual wastewater discharge permit.

Failure to provide advance notice of a transfer renders the individual wastewater discharge permit void as of the date of facility transfer.

#### 5.6 Individual Wastewater Discharge Permit Revocation

The District Representative may revoke an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:

- A. Failure to notify the District Representative of significant changes to the wastewater prior to the changed discharge;
  - B. Failure to provide prior notification to the District Representative of changed conditions pursuant to Section 6.5 of this ordinance;
  - C. Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application;
  - D. Falsifying self-monitoring reports and certification statements;
  - E. Tampering with monitoring equipment;
  - F. Refusing to allow the District Representative timely access to the facility premises and records;
  - G. Failure to meet effluent limitations;
  - H. Failure to pay fines;
  - I. Failure to pay sewer charges;
  - J. Failure to meet compliance schedules;
  - K. Failure to complete a wastewater survey or the wastewater discharge permit application;
  - L. Failure to provide advance notice of the transfer of business ownership of a permitted facility; or
-

- M. Violation of any Pretreatment Standard or Requirement, or any terms of the wastewater discharge permit or this ordinance.

Individual wastewater discharge permits shall be voidable upon cessation of operations or transfer of business ownership. All individual wastewater discharge permits issued to a User are void upon the issuance of a new individual wastewater discharge permit to that User.

#### 5.7 Individual Wastewater Discharge Permit Reissuance

A User with an expiring individual wastewater discharge permit shall apply for individual wastewater discharge permit reissuance by submitting a complete permit application, in accordance with Section 4.5 of this ordinance, a minimum of ninety (90) days prior to the expiration of the User's existing individual wastewater discharge permit.

#### 5.8 Regulation of Waste Received from Other Jurisdictions

- A. If another municipality, or User located within another municipality, contributes wastewater to the POTW, the District Representative shall enter into an intermunicipal agreement with the contributing municipality.
- B. Prior to entering into an agreement required by paragraph A, above, the District Representative shall request the following information from the contributing municipality:
  - (1) A description of the quality and volume of wastewater discharged to the POTW by the contributing municipality;
  - (2) An inventory of all Users located within the contributing municipality that are discharging to the POTW; and
  - (3) Such other information as the District Representative may deem necessary.
- C. An intermunicipal agreement, as required by paragraph A, above, shall contain the following conditions:
  - (1) A requirement for the contributing municipality to adopt a sewer use ordinance which is at least as stringent as this ordinance and Local Limits, including required Baseline Monitoring Reports (BMRs) which are at least as stringent as those set out in Section 2.4 of this ordinance. The requirement shall specify that such ordinance and limits must be revised as necessary to reflect changes made to the District's ordinance or Local Limits;
  - (2) A requirement for the contributing municipality to submit a revised User inventory on at least an annual basis;

- (3) A provision specifying which pretreatment implementation activities, including individual wastewater discharge permit issuance, inspection and sampling, and enforcement, will be conducted by the contributing municipality; which of these activities will be conducted by the District Representative and which of these activities will be conducted jointly by the contributing municipality and the District Representative;
- (4) A requirement for the contributing municipality to provide the District Representative with access to all information that the contributing municipality obtains as part of its pretreatment activities;
- (5) Limits on the nature, quality, and volume of the contributing municipality's wastewater at the point where it discharges to the POTW;
- (6) Requirements for monitoring the contributing municipality's discharge;
- (7) A provision ensuring the District Representative access to the facilities of Users located within the contributing municipality's jurisdictional boundaries for the purpose of inspection, sampling, and any other duties deemed necessary by the District Representative; and
- (8) A provision specifying remedies available for breach of the terms of the intermunicipal agreement.

## SECTION 6—REPORTING REQUIREMENTS

### 6.1 Baseline Monitoring Reports

- A. Within either one hundred eighty (180) days after the effective date of a categorical Pretreatment Standard, or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later, existing Categorical Industrial Users currently discharging to or scheduled to discharge to the POTW shall submit to the District Representative a report which contains the information listed in paragraph B, below. At least ninety (90) days prior to commencement of their discharge, New Sources, and sources that become Categorical Industrial Users subsequent to the promulgation of an applicable categorical Standard, shall submit to the District Representative a report which contains the information listed in paragraph B, below. A New Source shall report the method of pretreatment it intends to use to meet applicable categorical Standards. A New Source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.
- B. Users described above shall submit the information set forth below.

- (1) All information required in Section 4.5 A (1) (a), Section 4.5 A (2), Section 4.5A (3) (a), and Section 4.5 A (6).
- (2) Measurement of pollutants.
  - (a) The User shall provide the information required in Section 4.5 A (7) (a) through (d).
  - (b) The User shall take a minimum of one representative sample to compile that data necessary to comply with the requirements of this paragraph.
  - (c) Samples should be taken immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment the User should measure the flows and concentrations necessary to allow use of the combined wastestream formula in 40 CFR 403.6(e) to evaluate compliance with the Pretreatment Standards. Where an alternate concentration or mass limit has been calculated in accordance with 40 CFR 403.6(e) this adjusted limit along with supporting data shall be submitted to the Control Authority;
  - (d) Sampling and analysis shall be performed in accordance with Section 6.10;
  - (e) The District Representative may allow the submission of a baseline report which utilizes only historical data so long as the data provides information sufficient to determine the need for industrial pretreatment measures;
  - (f) The baseline report shall indicate the time, date and place of sampling and methods of analysis, and shall certify that such sampling and analysis is representative of normal work cycles and expected pollutant Discharges to the POTW.
- (3) Compliance Certification. A statement, reviewed by the User's Authorized Representative as defined in Section 1.4 C and certified by a qualified professional, indicating whether Pretreatment Standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the Pretreatment Standards and Requirements.
- (4) Compliance Schedule. If additional pretreatment and/or O&M will be required to meet the Pretreatment Standards, the shortest schedule by which the User will provide such additional pretreatment and/or O&M must be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard. A compliance schedule pursuant to this Section must meet the requirements set out in Section 6.2 of this ordinance.
- (5) Signature and Report Certification. All baseline monitoring reports must be certified in accordance with Section 6.14 A of this ordinance and signed by an



Authorized Representative as defined in Section 1.4 C.

## 6.2 Compliance Schedule Progress Reports

The following conditions shall apply to the compliance schedule required by Section 6.1 B (4) of this ordinance:

- A. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the User to meet the applicable Pretreatment Standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);
- B. No increment referred to above shall exceed nine (9) months;
- C. The User shall submit a progress report to the District Representative no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the User to return to the established schedule; and
- D. In no event shall more than nine (9) months elapse between such progress reports to the District Representative.

## 6.3 Reports on Compliance with Categorical Pretreatment Standard Deadline

Within ninety (90) days following the date for final compliance with applicable categorical Pretreatment Standards, or in the case of a New Source following commencement of the introduction of wastewater into the POTW, any User subject to such Pretreatment Standards and Requirements shall submit to the District Representative a report containing the information described in Section 4.5 A (6) and (7) and 6.1 B (2) of this ordinance. For all Users subject to categorical Pretreatment Standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the User's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with Section 6.14 A of this ordinance. All sampling will be done in conformance with Section 6.11.

## 6.4 Periodic Compliance Reports

- A. Except as specified in Section 6.4 C, all Significant Industrial Users must, at a frequency determined by the District Representative, submit no less than twice per year (June and December) reports indicating the nature, concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where

the Pretreatment Standard requires compliance with a Best Management Practice (BMP) or pollution prevention alternative, the User must submit documentation required by the District Representative or the Pretreatment Standard necessary to determine the compliance status of the User.

- B. The District may authorize an Industrial User subject to a categorical Pretreatment Standard to forego sampling of a pollutant regulated by a categorical Pretreatment Standard if the Industrial User has demonstrated through sampling and other technical factors that the pollutant is neither present nor expected to be present in the Discharge, or is present only at background levels from intake water and without any increase in the pollutant due to activities of the Industrial User. This authorization is subject to the following conditions:
- (1) The waiver may be authorized where a pollutant is determined to be present solely due to sanitary wastewater discharged from the facility provided that the sanitary wastewater is not regulated by an applicable categorical Standard and otherwise includes no process wastewater.
  - (2) The monitoring waiver is valid only for the duration of the effective period of the individual wastewater discharge permit, but in no case longer than 5 years. The User must submit a new request for the waiver before the waiver can be granted for each subsequent individual wastewater discharge permit. See Section 4.5 A (8).
  - (3) In making a demonstration that a pollutant is not present, the Industrial User must provide data from at least one sampling of the facility's process wastewater prior to any treatment present at the facility that is representative of all wastewater from all processes.
  - (4) The request for a monitoring waiver must be signed in accordance with Section 1.4 C, and include the certification statement in 6.14 A (40 CFR 403.6(a)(2)(ii)).
  - (5) Non-detectable sample results may be used only as a demonstration that a pollutant is not present if the EPA approved method from 40 CFR Part 136 with the lowest minimum detection level for that pollutant was used in the analysis.
  - (6) Any grant of the monitoring waiver by the District Representative must be included as a condition in the User's permit. The reasons supporting the waiver and any information submitted by the User in its request for the waiver must be maintained by the District Representative for three (3) years after expiration of the waiver.
  - (7) Upon approval of the monitoring waiver and revision of the User's permit by the District Representative, the Industrial User must certify on each report with the statement in Section 6.14 C below, that there has been no increase in the pollutant in its wastestream due to activities of the Industrial User.

- (8) In the event that a waived pollutant is found to be present or is expected to be present because of changes that occur in the User's operations, the User must immediately: Comply with the monitoring requirements of Section 6.4 A, or other more frequent monitoring requirements imposed by the District Representative, and notify the District Representative.
  - (9) This provision does not supersede certification processes and requirements established in categorical Pretreatment Standards, except as otherwise specified in the categorical Pretreatment Standard.
- C. The District may reduce the requirement for periodic compliance reports to a requirement to report no less frequently than once a year, unless required more frequently in the Pretreatment Standard, or by the State of California or EPA, where the Industrial User's total categorical wastewater flow does not exceed any of the following:
  - (1) Two thousand four hundred (2400) gallons per day, as measured by a continuous effluent flow monitoring device unless the Industrial User discharges in batches.
  - (2) 0.01 percent of the design dry-weather organic treatment capacity of the POTW; and
  - (3) 0.01 percent of the maximum allowable headworks loading for any pollutant regulated by the applicable categorical Pretreatment Standard for which approved Local Limits were developed in accordance with Section 2.4 of this ordinance.

Reduced reporting is not available to Industrial Users that have in the last two (2) years been in Significant Noncompliance, as defined in Section 9 of this ordinance. In addition, reduced reporting is not available to an Industrial User with daily flow rates, production levels, or pollutant levels that vary so significantly that, in the opinion of the District Representative, decreasing the reporting requirement for this Industrial User would result in data that are not representative of conditions occurring during the reporting period.
- D. All periodic compliance reports must be signed and certified in accordance with Section 6.14 A of this ordinance.
- E. All wastewater samples must be representative of the User's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a User to keep its monitoring facility in good working order shall not be grounds for the User to claim that sample results are unrepresentative of its discharge.
- F. If a User subject to the reporting requirement in this Section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the

District Representative, using the procedures prescribed in Section 6.11 of this ordinance, the results of this monitoring shall be included in the report.

#### 6.5 Reports of Changed Conditions

Each User must notify the District Representative of any significant changes to the User's operations or system which might alter the nature, quality, or volume of its wastewater at least sixty (60) days before the change.

- A. The District Representative may require the User to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under Section 4.5 of this ordinance.
- B. The District Representative may issue an individual wastewater discharge permit under Section 5.7 of this ordinance or modify an existing wastewater discharge permit under Section 5.4 of this ordinance in response to changed conditions or anticipated changed conditions.

#### 6.6 Reports of Potential Problems

- A. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, a Slug Discharge or Slug Load, that might cause potential problems for the POTW, the User shall immediately notify the District Representative of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the User.
- B. Within five (5) days following such discharge, the User shall, unless waived by the District Representative, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to this ordinance.
- C. A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees who to call in the event of a discharge described in paragraph A, above. Employers shall ensure that all employees, who could cause such a discharge to occur, are advised of the emergency notification procedure.
- D. Significant Industrial Users are required to notify the District Representative immediately of any changes at its facility affecting the potential for a Slug Discharge.

## 6.7 Reports from Unpermitted Users

All Users not required to obtain an individual wastewater discharge permit shall provide appropriate reports to the District Representative as the District Representative may require.

## 6.8 Notice of Violation/Repeat Sampling and Reporting

If sampling performed by a User indicates a violation, the User must notify the District Representative within twenty-four (24) hours of becoming aware of the violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the District Representative within thirty (30) days after becoming aware of the violation. Resampling by the Industrial User is not required if the District performs sampling at the User's facility at least once a month, or if the District performs sampling at the User between the time when the initial sampling was conducted and the time when the User or the District receives the results of this sampling, or if the District has performed the sampling and analysis in lieu of the Industrial User.

## 6.9 Prohibition on the Discharge of Hazardous Waste

- A. No person shall discharge hazardous wastes into a community sewer or POTW, and the District shall not be required to accept discharges of hazardous wastes. Under special circumstances, the District Representative may, by permit, allow such discharge. This special permit will state the specific location of discharge, time of discharge, the constituents and characteristics of such discharge. The permit shall set forth such other terms and conditions as the District deems appropriate.
- B. The User is fully responsible for meeting hazardous material transport, disposal, and reporting requirements in accordance with Local, State and Federal laws.
- C. This provision does not create a right to discharge any substance not otherwise permitted to be discharged by this ordinance, a permit issued thereunder, or any applicable Federal or State law.
- D. If a permit is granted for discharge of hazardous wastes, the User shall pay the applicable user charges and fees prior to receipt of permit.
- E. Nothing contained herein is intended to create a right in any User to receive a special permit allowing such discharge.

## 6.10 Analytical Requirements

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, unless otherwise specified in an applicable categorical Pretreatment Standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and

analyses shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the District Representative or other parties approved by EPA.

#### 6.11 Sample Collection

Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period.

- A. Except as indicated in Section B and C below, the User must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the District Representative. Where time-proportional composite sampling or grab sampling is authorized by the District, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the District, as appropriate. In addition, grab samples may be required to show compliance with Instantaneous Limits.
- B. Samples for oil and grease, temperature, pH, cyanide, total phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.
- C. For sampling required in support of baseline monitoring and 90-day compliance reports required in Section 6.1 and 6.3, a minimum of four (4) grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the District Representative may authorize a lower minimum. For the reports required by paragraphs Section 6.4 (40 CFR 403.12(e) and 403.12(h)), the Industrial User is required to collect the number of grab samples necessary to assess and assure compliance by with applicable Pretreatment Standards and Requirements.

#### 6.12 Date of Receipt of Reports

Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

### 6.13 Recordkeeping

Users subject to the reporting requirements of this ordinance shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this ordinance, any additional records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements, and documentation associated with Best Management Practices established under Section 2.4 C. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the User or the District, or where the User has been specifically notified of a longer retention period by the District Representative.

### 6.14 Certification Statements

- A. Certification of Permit Applications, User Reports and Initial Monitoring Waiver—The following certification statement is required to be signed and submitted by Users submitting permit applications in accordance with Section 4.5; Users submitting baseline monitoring reports under Section 6.1; Users submitting reports on compliance with the categorical Pretreatment Standard deadlines under Section 6.3; Users submitting periodic compliance reports required by Section 6.4 A–D, and Users submitting an initial request to forego sampling of a pollutant on the basis of Section 6.4 B (4). The following certification statement must be signed by an Authorized Representative as defined in Section 1.4 C:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

- B. Annual Certification for Non-Significant Categorical Industrial Users—A facility determined to be a Non-Significant Categorical Industrial User by the District Representative pursuant to 1.4 PP (3) and 4.6 C must annually submit the following certification statement signed in accordance with the signatory requirements in 1.4 C. This certification must accompany an alternative report required by the District Representative:

Based on my inquiry of the person or persons directly responsible for managing compliance with the categorical Pretreatment Standards under 40 CFR \_\_\_\_, I certify that, to the best of my knowledge and belief that

during the period from \_\_\_\_\_, \_\_\_\_\_ to \_\_\_\_\_, \_\_\_\_\_  
[months, days, year]:

The facility described as \_\_\_\_\_  
[facility name] met the definition of a Non-Significant Categorical  
Industrial User as described in 1.4 PP (3); [Note: See 40 CFR 403.3(v)(2)]

The facility complied with all applicable Pretreatment Standards and  
requirements during this reporting period; and (c) the facility never  
discharged more than 100 gallons of total categorical wastewater on any  
given day during this reporting period.

This compliance certification is based on the following information.

\_\_\_\_\_  
\_\_\_\_\_

C. Certification of Pollutants Not Present

Users that have an approved monitoring waiver based on Section 6.4 B must certify  
on each report with the following statement that there has been no increase in the  
pollutant in its wastestream due to activities of the User.

Based on my inquiry of the person or persons directly responsible for managing  
compliance with the Pretreatment Standard for 40 CFR \_\_\_\_\_ [specify  
applicable National Pretreatment Standard part(s)], I certify that, to the best of my  
knowledge and belief, there has been no increase in the level of \_\_\_\_\_ [list  
pollutant(s)] in the wastewaters due to the activities at the facility since filing of  
the last periodic report under Section 6.4.A.

## SECTION 7—COMPLIANCE MONITORING

### 7.1 Right of Entry: Inspection and Sampling

The District Representative shall have the right to enter the premises of any User to determine  
whether the User is complying with all requirements of this ordinance and any individual  
wastewater discharge permit or order issued hereunder. Users shall allow the District  
Representative ready access to all parts of the premises for the purposes of inspection, sampling,  
records examination and copying, and the performance of any additional duties.

- A. Where a User has security measures in force which require proper identification and  
clearance before entry into its premises, the User shall make necessary arrangements  
with its security guards so that, upon presentation of suitable identification, the



District Representative shall be permitted to enter without delay for the purposes of performing specific responsibilities.

- B. The District Representative shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the User's operations.
- C. The District Representative may require the User to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the User at its own expense. All devices used to measure wastewater flow and quality shall be calibrated annually to ensure their accuracy.
- D. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the User at the written or verbal request of the District Representative and shall not be replaced. The costs of clearing such access shall be borne by the User.
- E. Unreasonable delays in allowing the District Representative access to the User's premises shall be a violation of this ordinance.

## 7.2 Search Warrants

If the District Representative has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or is able to show cause pursuant to California Code of Civil Procedure Section 1822.52 or another applicable legal standard, or in order to protect the overall public health, safety and welfare of the community, the District Representative may seek issuance of a search or inspection warrant from the Superior Court of Solano County.

## SECTION 8—CONFIDENTIAL INFORMATION

Information and data on a User obtained from reports, surveys, wastewater discharge permit applications, individual wastewater discharge permits, and monitoring programs, and from the District Representative's inspection and sampling activities, shall be available to the public without restriction, unless the User specifically requests, and is able to demonstrate to the satisfaction of the District Representative, that the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable State law. Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the User furnishing a report that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other effluent data, as

defined at 40 CFR 2.302 shall not be recognized as confidential information and shall be available to the public without restriction.

#### SECTION 9—PUBLICATION OF USERS IN SIGNIFICANT NONCOMPLIANCE

The District Representative shall publish annually, in a newspaper of general circulation that provides meaningful public notice within the jurisdictions served by the POTW, a list of the Users which, at any time during the previous twelve (12) months, were in Significant Noncompliance with applicable Pretreatment Standards and Requirements. The term Significant Noncompliance shall be applicable to all Significant Industrial Users (or any other Industrial User that violates paragraphs (C), (D) or (H) of this Section) and shall mean:

- A. Chronic violations of wastewater discharge limits, defined here as those in which sixty-six percent (66%) or more of all the measurements taken for the same pollutant parameter taken during a six- (6-) month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including Instantaneous Limits as defined in Section 2;
- B. Technical Review Criteria (TRC) violations, defined here as those in which thirty-three percent (33%) or more of wastewater measurements taken for each pollutant parameter during a six- (6-) month period equals or exceeds the product of the numeric Pretreatment Standard or Requirement including Instantaneous Limits, as defined by Section 2 multiplied by the applicable criteria (1.4 for BOD, TSS, fats, oils and grease, and 1.2 for all other pollutants except pH);
- C. Any other violation of a Pretreatment Standard or Requirement as defined by Section 2 (Daily Maximum, long-term average, Instantaneous Limit, or narrative standard) that the District Representative determines has caused, alone or in combination with other discharges, Interference or Pass Through, including endangering the health of POTW personnel or the general public;
- D. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, or has resulted in the District Representative's exercise of its emergency authority to halt or prevent such a discharge;
- E. Failure to meet, within ninety (90) days of the scheduled date, a compliance schedule milestone contained in an individual wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance;
- F. Failure to provide within forty-five (45) days after the due date, any required reports, including baseline monitoring reports, reports on compliance with categorical Pretreatment Standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules;

- G. Failure to accurately report noncompliance; or
- H. Any other violation(s), which may include a violation of Best Management Practices, which the District Representative determines will adversely affect the operation or implementation of the local pretreatment program.

## SECTION 10—ADMINISTRATIVE ENFORCEMENT REMEDIES

### 10.1 Notification of Violation

When the District Representative finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the District Representative may serve upon that User a written Notice of Violation. Within thirty (30) days of the receipt of such notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the User to the District Representative. Submission of such a plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this Section shall limit the authority of the District Representative to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

### 10.2 Consent Orders

The District Representative may enter into Consent Orders, assurances of compliance, or other similar documents establishing an agreement with any User responsible for noncompliance. Such documents shall include specific action to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to Sections 10.4 and 10.5 of this ordinance and shall be judicially enforceable.

### 10.3 Show Cause Hearing

The District Representative may order a User which has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, to appear before the District Representative and show cause why the proposed enforcement action should not be taken. Notice shall be served on the User specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the User show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least fifteen (15) days prior to the hearing. Such notice may be served on any Authorized Representative of the User as defined in Section 1.4 C and required by Section 4.6 A. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the User.

#### 10.4 Compliance Orders

When the District Representative finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the District Representative may issue an order to the User responsible for the discharge directing that the User come into compliance within a specified time. If the User does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a Pretreatment Standard or Requirement, nor does a compliance order relieve the User of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the User.

#### 10.5 Cease and Desist Orders

When the District Representative finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, or that the User's past violations are likely to recur, the District Representative may issue an order to the User directing it to cease and desist all such violations and directing the User to:

- A. Immediately comply with all requirements; and
- B. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge. Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the User.

#### 10.6 Administrative Fines

- A. When the District Representative finds that a User has violated, or continues to violate, any provision of this ordinance or order issued hereunder, the District Representative may fine such User in an amount not to exceed that provided by California Government Code Section 53069.4 and other applicable State law. Such fines shall be assessed on a per-violation, per-day basis. In the case of monthly or other long-term average discharge limits, fines shall be assessed for each day during the period of violation. The fines shall be paid to the District Representative within 15 days of written notification of the fine.
- B. Users desiring to dispute such fines must file a written request for the District Representative to reconsider the fine along with full payment of the fine amount within 15 days of written notification of the fine. Unless the User files such request for reconsideration along with full payment within such 15 days, the written

notification of the fine shall be considered final. Where a request for reconsideration has merit, as determined in the discretion of the District Representative, the District Representative may convene a hearing on the matter. In the event the User's appeal is successful, the payment shall be returned to the User. In the event the User's appeal is unsuccessful, the written decision on appeal shall be considered a final administrative order or decision within the meaning of Government Code Section 53069.4.

- C. A User contesting a final administrative order or decision concerning a fine may seek review by filing an appeal to be heard by the superior court, all in accordance with the procedures set forth in Government Code Section 53069.4. If no notice of appeal of the local agency's final administrative order or decision is filed within the period set forth, the order or decision shall be deemed confirmed.
- D. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the User.

#### 10.7 Administrative Civil Penalties

The District may issue administrative complaints and impose civil penalties, all in accordance with the authority provided and procedures prescribed by California Government Code Sections 54740.5 and 54740.6 and other applicable law.

#### 10.8 Emergency Suspensions

The District Representative may immediately suspend a User's discharge, after informal notice to the User, whenever such suspension is necessary to stop an actual or threatened discharge, which reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. The District Representative may also immediately suspend a User's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

- A. Any User notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the District Representative may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The District Representative may allow the User to recommence its discharge when the User has demonstrated to the satisfaction of the District Representative that the period of endangerment has passed, unless the termination proceedings in Section 10.9 of this ordinance are initiated against the User.
- B. A User that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the

District Representative prior to the date of any show cause or termination hearing under Sections 10.3 or 10.9 of this ordinance.

Nothing in this Section shall be interpreted as requiring a hearing prior to any Emergency Suspension under this Section.

#### 10.9 Termination of Discharge

In addition to the provisions in Section 5.6 of this ordinance, any User who violates the following conditions is subject to discharge termination:

- A. Violation of individual wastewater discharge permit conditions;
- B. Failure to accurately report the wastewater constituents and characteristics of its discharge;
- C. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;
- D. Refusal of reasonable access to the User's premises for the purpose of inspection, monitoring, or sampling; or
- E. Violation of the Pretreatment Standards in Section 2 of this ordinance.

Such User will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Section 10.3 of this ordinance why the proposed action should not be taken. Exercise of this option by the District Representative shall not be a bar to, or a prerequisite for, taking any other action against the User.

### SECTION 11—JUDICIAL ENFORCEMENT REMEDIES

#### 11.1 Injunctive Relief

When the District Representative finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the District Representative may petition the Superior Court of Solano County for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the individual wastewater discharge permit, order, or other requirement imposed by this ordinance on activities of the User. The District Representative may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the User to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a User.

## 11.2 Civil Liability

- A. A User who violates any requirement: (1) concerning pretreatment of any industrial waste which the District determines is necessary in order to meet standards established by the federal or California state government or other regulatory agencies or which the District determines is necessary in order to protect its treatment works or the proper and efficient operation thereof or the health or safety of its employees or the environment or (2) preventing the entry of such industrial waste into the collection system and treatment works shall be liable to the District in an amount not to exceed twenty-five thousand dollars (\$25,000) a day for each violation. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.
- B. The civil liability set forth herein is made available pursuant to the authority of and subject to the procedures and limitations of California Government Code Section 54740 and other applicable law.

## 11.3 Criminal Prosecution for Violation of District Regulations

In addition to criminal prosecution pursuant to other federal, state and local law, any violation of a provision of this ordinance enacted for sanitary purposes is punishable as a misdemeanor, in accordance with state law.

## 11.4 Remedies Nonexclusive

Unless otherwise specifically provided by this ordinance or other applicable law, the remedies provided for in this ordinance are not exclusive. The District Representative may take any, all, or any combination of these actions against a noncompliant User. Enforcement of pretreatment violations will generally be in accordance with the District's enforcement response plan. However, the District Representative may take other action against any User when the circumstances warrant. Further, the District Representative is empowered to take more than one enforcement action against any noncompliant User.

## SECTION 12—SUPPLEMENTAL ENFORCEMENT ACTION - [RESERVED]

## SECTION 13—AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

### 13.1 Upset

- A. For the purposes of this Section, upset means an exceptional incident in which there is unintentional and temporary noncompliance with categorical Pretreatment Standards because of factors beyond the reasonable control of the User. An upset

does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.

- B. An upset shall constitute an affirmative defense to an action brought for noncompliance with categorical Pretreatment Standards if the requirements of paragraph (C), below, are met.
- C. A User who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
  - (1) An upset occurred and the User can identify the cause(s) of the upset;
  - (2) The facility was at the time being operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures; and
  - (3) The User has submitted the following information to the District Representative within twenty-four (24) hours of becoming aware of the upset. If this information is provided orally, a written submission must be provided within five (5) days:
    - (a) A description of the indirect discharge and cause of noncompliance;
    - (b) The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
    - (c) Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
- D. In any enforcement proceeding, the User seeking to establish the occurrence of an upset shall have the burden of proof.
- E. Users shall have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with categorical Pretreatment Standards.
- F. Users shall control production of all discharges to the extent necessary to maintain compliance with categorical Pretreatment Standards upon reduction, loss, or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost, or fails.



### 13.2 Prohibited Discharge Standards

A User shall have an affirmative defense to an enforcement action brought against it for noncompliance with the general prohibitions in Section 2.1 (A) of this ordinance or the specific prohibitions in Sections 2.1 (B) (3) through 2.1 (B) (16) of this ordinance if it can prove that it did not know, or have reason to know, that its discharge, alone or in conjunction with discharges from other sources, would cause Pass Through or Interference and that either:

- A. A Local Limit exists for each pollutant discharged and the User was in compliance with each limit directly prior to, and during, the Pass Through or Interference; or
- B. No Local Limit exists, but the discharge did not change substantially in nature or constituents from the User's prior discharge when the District was regularly in compliance with its NPDES permit, and in the case of Interference, was in compliance with applicable sludge use or disposal requirements.

### 13.3 Bypass

- A. For the purposes of this Section,
  - (1) Bypass means the intentional diversion of wastestreams from any portion of a User's treatment facility.
  - (2) Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.
- B. A User may allow any bypass to occur which does not cause Pretreatment Standards or Requirements to be violated, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provision of paragraphs (C) and (D) of this Section.
- C. Bypass Notifications
  - (1) If a User knows in advance of the need for a bypass, it shall submit prior notice to the District Representative at least ten (10) days before the date of the bypass, if possible.
  - (2) A User shall submit oral notice to the District Representative of an unanticipated bypass that exceeds applicable Pretreatment Standards within twenty-four (24) hours from the time it becomes aware of the bypass. A written submission shall also be provided within five (5) days of the time the User becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the

bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass. The District Representative may waive the written report on a case-by-case basis if the oral report has been received within twenty-four (24) hours.

D. Bypass

- (1) Bypass is prohibited, and the District Representative may take an enforcement action against a User for a bypass, unless
  - (a) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
  - (b) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and
  - (c) The User submitted notices as required under paragraph (C) of this Section.
- (2) The District Representative may approve an anticipated bypass, after considering its adverse effects, if the District Representative determines that it will meet the three conditions listed in paragraph (D) (1) of this Section.

SECTION 14— [RESERVED]

SECTION 15—MISCELLANEOUS PROVISIONS

15.1 Pretreatment Charges and Fees

The District may adopt reasonable fees for reimbursement of costs of setting up and operating the District's Pretreatment Program, which may include:

- A. Fees for wastewater discharge permit applications including the cost of processing such applications;
- B. Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a User's discharge, and reviewing monitoring reports and certification statements submitted by Users;
- C. Fees for reviewing and responding to accidental discharge procedures and construction;

- D. Fees for filing appeals;
- E. Fees to recover administrative and legal costs (not included in Section 15.1 B) associated with the enforcement activity taken by the District Representative to address IU noncompliance; and
- F. Other fees as the District may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this ordinance and are separate from all other fees, fines, and penalties chargeable by the District.

## 15.2 Severability

If any provision of this ordinance is invalidated by any court of competent jurisdiction, the remaining provisions shall not be affected and shall continue in full force and effect.

## SECTION 16—EFFECTIVE DATE

This ordinance shall be in full force and effect immediately following its passage, approval, and posting, as provided by law.

## SECTION 17—REPEAL OF DISCHARGE ORDINANCE NO. 91-1

This ordinance supersedes and repeals sewer use Ordinance No. 91-1. All references to Ordinance No. 91-1 in existing discharge permits, wastewater service agreements, or any other documents or correspondence shall henceforth be controlled by the terms of this Ordinance No. 2008-03. However, notwithstanding the repeal of Ordinance No. 91-1, nothing in this ordinance is intended to repeal, extinguish, suspend, or allow to lapse any obligation to pay fees, comply with permit or wastewater service agreement conditions, other otherwise comply with national or state pretreatment requirements, including those previously set forth in Ordinance No. 91-1.

This Ordinance shall be posted in three (3) public places in the City of Fairfield and three (3) public places in the City of Suisun City, for a period of one week from the date of adoption, and shall take effect upon expiration of the week of such posting.

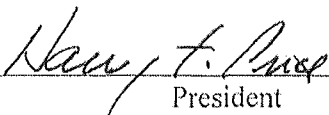
PASSED AND ADOPTED this 22<sup>nd</sup> day of September 2008 by the following vote:

Day-Derting-                      -Hudson-

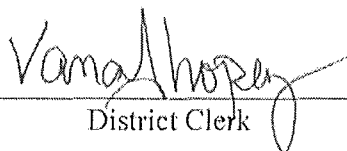
AYES:                      Directors Mraz-Price-Sanchez-Segala-Timm

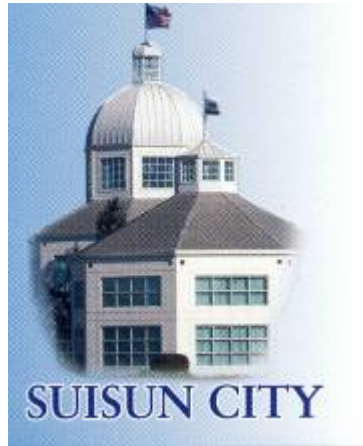
NOES:                      Directors None

ABSENT:                      Directors Day

  
\_\_\_\_\_  
President

ATTEST:

  
\_\_\_\_\_  
District Clerk



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix B: Suisun City Code – Title 13 – Public Services, Chapter 13.08 Discharges into Public Sewers***

**FEBRUARY 2014**

Suisun City, California, Code of Ordinances >> Title 13 - PUBLIC SERVICES >> Chapter 13.08 - DISCHARGES INTO PUBLIC SEWERS >>

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## Chapter 13.08 - DISCHARGES INTO PUBLIC SEWERS

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### Sections:

[13.08.010 - Prohibited waters and wastes.](#)

[13.08.020 - Grease, oil and sand interceptors—Required when.](#)

[13.08.030 - Grease, oil and sand interceptors—Maintenance.](#)

[13.08.040 - Pretreatment facilities—Required when.](#)

[13.08.050 - Pretreatment facilities—Maintenance.](#)

[13.08.060 - Control manholes.](#)

[13.08.070 - Measurements and test.](#)

[13.08.080 - Special agreements.](#)

[13.08.090 - Swimming pools.](#)

[13.08.100 - Sewer inspector.](#)

### **13.08.010 - Prohibited waters and wastes.**

Except as provided in this chapter, no person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:

- A. Any liquid or vapor having a temperature higher than one hundred fifty degrees Fahrenheit;
- B. Any water or waste which may contain more than one hundred parts per million, by weight, of fat, oil or grease;
- C. Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas;
- D. Any garbage that has not been properly shredded. "Properly shredded garbage" means the wastes from the preparation, cooking and dispensing of food that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch in any dimension;
- E. Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, or any other solid or viscous substance capable of causing obstruction to the flow in sewers or other interference with the proper operation of the sewage works;
- F. Any water or waste having a pH lower than 5.5 or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment or personnel of the sewage works;
- G. Any waters or wastes containing a toxic or poisonous substance in sufficient quantity to injure or interfere with any sewage treatment process, constituting a hazard to humans or animals, or creating any hazard in the receiving waters of the sewage treatment plant;
- H.

Any waters or wastes containing suspended solids or dissolved matter of such character and quantity that unusual attention or expense is required to handle such materials at the sewage treatment plant;

- I. Any noxious or malodorous gas or substance capable of creating a public nuisance;
- J. Any septic tank sludge.

(Ord. 282 § 1, 1957)

### **13.08.020 - Grease, oil and sand interceptors—Required when.**

Grease, oil and sand interceptors shall be provided when, in the opinion of the inspector appointed by the city or by the Fairfield-Suisun Sewer District government board, that are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand or other harmful ingredients; except that such interceptors shall not be required for buildings used for residential purposes. All interceptors shall be of a type and capacity approved by the inspector and shall be located so as to be readily and easily accessible for cleaning and inspection.

(Ord. 282 § 2, 1957)

### **13.08.030 - Grease, oil and sand interceptors—Maintenance.**

All grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.

(Ord. 282 § 3, 1957)

### **13.08.040 - Pretreatment facilities—Required when.**

- A. The admission into the public sewers of any water or wastes having:
  - 1. A five-day biochemical oxygen demand greater than three hundred parts per million by weight; or
  - 2. More than three hundred fifty parts per million by weight of suspended solids; or
  - 3. Any quantity of substances having the characteristics described in Section [13.08.010](#)
  - 4. An average daily flow greater than two percent of the average daily sewage flow of the district;

shall be subject to the review and approval of the inspector appointed for the purpose.

- B. Where necessary in the opinion of the inspector, such preliminary treatment as may be necessary to:
  - 1. Reduce the biochemical oxygen demand to three hundred parts per million by weight; or
  - 2. Reduce objectionable characteristics or constituents to within the maximum limits provided for in Section [13.08.010](#); or
  - 3. Control the quantities and rates of discharge of such waters or wastes;

shall be required.

- C. Plans, specifications and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for the approval of the inspector and of the Water Pollution Control Commission of the state and no construction of such facilities shall be commenced until those approvals are obtained in writing.

(Ord. 282 § 4, 1957)

### **13.08.050 - Pretreatment facilities—Maintenance.**

Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.

*(Ord. 282 § 5, 1957)*

### **13.08.060 - Control manholes.**

When required by the city or by the Fairfield-Suisun District the owner of any property served by a side sewer carrying industrial wastes shall install a suitable control manhole into the side sewer to facilitate observation, sampling and measurement of wastes. Such manhole, when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the engineer of the sewer district. The manhole shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

*(Ord. 282 § 6, 1957)*

### **13.08.070 - Measurements and test.**

All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in Sections [13.08.010](#) and [13.08.040](#) shall be determined in accordance with standard methods and shall be determined at the control manhole provided for in Section [13.08.060](#), or upon suitable samples taken at the control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the side sewer is connected.

*(Ord. 282 § 7, 1957)*

### **13.08.080 - Special agreements.**

No statement contained in this chapter shall be construed as preventing any special agreement or arrangement between the district and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the district for treatment, subject to payment therefor by the industrial concern and subject to such terms and conditions as might be required by the district.

*(Ord. 282 § 8, 1957)*

### **13.08.090 - Swimming pools.**

It is unlawful for any person to discharge the contents of a swimming pool into a sanitary sewer, without first giving notice to and receiving permission from the Fairfield-Suisun Sewer District inspector.

*(Ord. 282 § 9, 1957)*

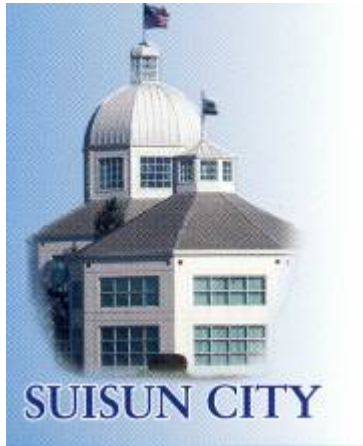
### **13.08.100 - Sewer inspector.**

The sewer inspector of the Fairfield-Suisun Sewer District shall be ex officio sewer inspector of the city, and the city council shall by resolution appoint the incumbent district sewer inspector



such city sewer inspector as often as an incumbent assumes such office. Pending the appointment of such a district inspector, and during any vacancy in his office, the superintendent of streets shall be ex officio sewer inspector of the city.

*(Ord. 282 § 10, 1957)*



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix C: Suisun City Ordinance No. 282***

**FEBRUARY 2014**

ORDINANCE NUMBER 282

AN ORDINANCE OF THE CITY OF SUISUN CITY  
PROHIBITING THE DISCHARGE OF CERTAIN HARMFUL WASTES INTO  
THE PUBLIC SEWERS OF SAID CITY AND PRESCRIBING A PENALTY  
FOR THE VIOLATION THEREOF.

THE CITY COUNCIL OF THE CITY OF SUISUN CITY DOES ORDAIN AS  
FOLLOWS:

SECTION 1. Types of Wastes Prohibited. Except as hereinafter  
provided, no person shall discharge or cause to be discharged any  
of the following described waters or wastes to any public sewer:

(a) Any liquid or vapor having a temperature higher  
than 150° F.

(b) Any water or waste which may contain more than 100  
parts per million, by weight, of fat, oil, or grease.

(c) Any gasoline, benzene, naptha, fuel oil, or other  
flammable or explosive liquid, solid or gas.

(d) Any garbage that has not been properly shredded.  
Properly shredded garbage shall mean the wastes from the prepara-  
tion, cooking and dispensing of food that has been shredded to  
such degree that all particles will be carried freely under the  
flow conditions normally prevailing in public sewers, with no  
particle greater than one-half inch in any dimension.

(e) Any ashes, cinders, sand, mud, straw, shavings,  
metal, glass, rags, feathers, tar, plastics, wood, paunch manure,  
or any other solid or viscous substance capable of causing  
obstruction to the flow in sewers or other interference with the  
proper operation of the sewage works.

(f) Any water or wastes having a pH lower than 5.5 or  
higher than 9.0 or having any other corrosive property capable of  
causing damage or hazard to structures, equipment and personnel  
of the sewage works.

(g) Any waters or wastes containing a toxic or  
poisonous substance in sufficient quantity to injure or interfere  
with any sewage treatment process, constituting a hazard to humans  
or animals, or creating any hazard in the receiving waters of the  
sewage treatment plant.

(h) Any waters or wastes containing suspended solids  
or dissolved matter of such character and quantity that unusual  
attention or expense is required to handle such materials at the  
sewage treatment plant.

(i) Any noxious or malodorous gas or substance capable  
of creating a public nuisance.

(j) Any septic tank sludge.

SECTION 2. Interceptors Required. Grease, oil, and sand interceptors shall be provided when, in the opinion of the Inspector appointed by the city or by the Fairfield-Suisun Sewer District government board, that are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand and other harmful ingredients; except that such interceptors shall not be required for buildings used for residential purposes. All interceptors shall be of a type and capacity approved by the Inspector and shall be located as to be readily and accessible for cleaning and inspection.

SECTION 3. Maintenance of Interceptors. All grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.

SECTION 4. Preliminary Treatment of Wastes. The admission into the public sewers of any water or wastes having (a) a 5-day Biochemical Oxygen Demand greater than 300 parts per million by weight, or (b) containing more than 350 parts per million by weight of suspended solids, or (c) containing any quantity of substance having the characteristics described in Section 1 of this Ordinance, (d) having an average daily flow greater than 2% of the average daily sewage flow of the District, shall be subject to the review and approval of the Inspector appointed for the purpose. Where necessary in the opinion of the Inspector, such preliminary treatment as may be necessary to (a) reduce the Biochemical Oxygen Demand to 300 parts per million by weight, or (b) reduce objectionable characteristics or constituents to within the maximum limits provided for in Section 1 of this Ordinance, or (c) control the quantities and rates of discharge of such waters or wastes.

Plans, specifications and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for the approval of the Inspector and of the Water Pollution Control Commission of the State of California and no construction of such facilities shall be commenced until said approvals are obtained in writing.

SECTION 5. Maintenance of Pretreatment Facilities. Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.

SECTION 6. Control Manholes. When required by the city or by the Fairfield-Suisun District the owner of any property served by a side sewer carrying industrial wastes shall install a suitable control manhole into the side sewer to facilitate observation, sampling and measurement of wastes. Such manhole, when required shall be accessible and safely located, and shall be constructed in accordance with plans approved by the engineer of said sewer district. The manhole shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

SECTION 7. Measurement and Tests. All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in Section 1, and 4, hereof shall be determined in accordance with standard methods and shall be determined at the control manhole provided for in Section 6 hereof, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the side sewer is connected.

SECTION 8. Special Agreements. No statement contained in this Ordinance shall be construed as preventing any special agreement or arrangement between the District and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment therefor by the industrial concern and subject to such terms and conditions as might be required by District.

SECTION 9. Swimming Pools. It shall be unlawful for any person to discharge the contents of a swimming pool into a sanitary sewer, without first giving notice to and receiving written permission from the Fairfield-Suisun Sewer District Inspector.

SECTION 10. The Sewer Inspector of the Fairfield-Suisun Sewer District shall be ex-officio Sewer Inspector of the City, and the City Council shall be resolution appoint the incumbent District Sewer Inspector such City Sewer Inspector as often as an incumbent assumes such office. Pending the appointment of such a District Inspector, and during any vacancy in his office, the Superintendent of Streets shall be ex-officio Sewer Inspector of the City.

SECTION 11. This ordinance is for the immediate preservation of the public health and safety, and shall be in full force and effect upon its final passage, and the facts constituting its urgency are the following:

There are no ordinances or regulations governing the discharge of deleterious substances into the public sewer system of and in Suisun City and the said sewer lines and system of the City may be greatly damaged or clogged by such substance before such regulations can become effective and the public thereby exposed to contagious diseases and foul odors.

SECTION 12. This ordinance shall be posted in three of the most public places in the City of Suisun City within fifteen days after its passage there being no newspaper of general circulation printed and published in the said City.

ATTEST: A. D. Upton Harry E. Gamble  
Clerk Mayor

I, A.D. UPTON, City Clerk of the City of Suisun City and ex-officio Clerk of the City Council of said City do hereby certify that the above and foregoing ordinance was regularly introduced at a regular meeting of said City Council held on Tuesday, the 9th day of July, 1957, and regularly passed and adopted by the said City Council at a regular meeting thereof held on Tuesday the 30th day of July, 1957, by the following vote:

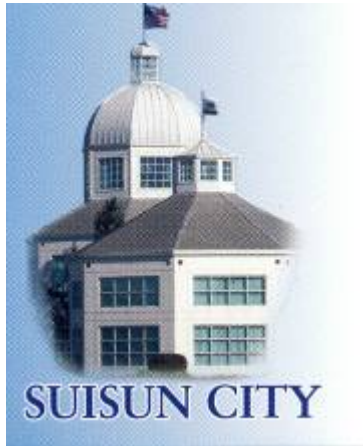
Ayes: Councilmen McFall, Morrison, Sorensen and Gamble

Noes: Councilmen None

ABSENT: Councilmen Engell

WITNESS my hand and the Seal of the Said City this 30th day of July, 1957.

A. D. Upton  
Clerk.  
(Seal )



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix D: Suisun City Ordinance – Title 17 – Subdivisions, Chapter 17.08 Design and Improvements***

**FEBRUARY 2014**

Suisun City, California, Code of Ordinances >> Title 16 - ENVIRONMENT >> Title 17 - SUBDIVISIONS >> DIVISION I. - SUBDIVISIONS >> Chapter 17.08 - DESIGN AND IMPROVEMENTS >>

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## Chapter 17.08 - DESIGN AND IMPROVEMENTS

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### Sections:

[17.08.010 - Lot areas and dimensions.](#)  
[17.08.020 - Blocks.](#)  
[17.08.030 - Easements.](#)  
[17.08.040 - Monumentation.](#)  
[17.08.050 - Extension of existing ways.](#)  
[17.08.060 - Street stubs.](#)  
[17.08.070 - T intersections.](#)  
[17.08.080 - Reserve strips.](#)  
[17.08.090 - Alleys.](#)  
[17.08.100 - Bikeways.](#)  
[17.08.110 - New street names.](#)  
[17.08.120 - Dedication of ways and easements.](#)  
[17.08.130 - Buffers or planting strips.](#)  
[17.08.140 - Street plan and specification conformance.](#)  
[17.08.150 - Planned unit development.](#)  
[17.08.160 - Improvement design.](#)  
[17.08.170 - Improvements required generally.](#)  
[17.08.180 - Utility systems—Fences—Flood facilities.](#)  
[17.08.190 - Grading, erosion control and creekside development.](#)  
[17.08.200 - Improvement plans and inspections.](#)  
[17.08.210 - Undergrounding.](#)  
[17.08.220 - Parks.](#)  
[17.08.230 - Schools.](#)  
[17.08.240 - Public access to public resources.](#)  
[17.08.250 - Deviations from requirements.](#)  
[17.08.260 - Compatibility with existing improvements and landforms.](#)

### **17.08.010 - Lot areas and dimensions.**

Minimum lot areas and dimensions for division of land shall be as set forth in [Title 18](#) of this code. Lot areas and dimensions shall be enlarged to provide for suitable building areas on irregularly shaped lots or lots with unbuildable areas.

(Ord. 456 § 313-1, 1981)

### **17.08.020 - Blocks.**

A block may not be longer than one thousand two hundred feet between an intersecting street. Residential lots other than corner lots, with frontage on more than one street (not including an alley) shall not be permitted unless access to one street has been relinquished and dedicated to

the city. No lot shall be permitted which, by virtue of shape, topography, natural or manmade condition or design causes it to be in substantial part unbuildable.

*(Ord. 456 § 313-2(a), 1981)*

#### **17.08.030 - Easements.**

- A. Easements shall be required on all lots when necessary for public utilities or drainage.
- B. A watercourse shall be shown as an easement dedicated to the public or shown to be adequately provided and protected by private agreement. Storm drains shall be placed in easements when existing public right-of-ways are not adequate. The city engineer may require watercourses to be placed entirely in underground conduits or otherwise improved.

*(Ord. 456 § 313-2(b), (c), 1981)*

#### **17.08.040 - Monumentation.**

Durable metal monuments, as specified in the Land Surveyors Act, whose material consistency, properties, design and information included thereon are approved by the city engineer, shall be installed at or referenced to the following locations:

- A. At intervals of not more than one thousand feet along boundary lines. Any stretch of more than one thousand feet between monuments shall have a monument placed at or near its center;
- B. At the beginning and ending of boundary property line curves, boundary corners and points of intersection;
- C. At lot corners. In addition, a permanent mark shall be set in the sidewalk or curb on the prolongation of lot sidelines. The distance of the prolongation from the nearest lot corner to the mark shall be shown on the map;
- D. On the centerlines of streets and alleys at all intersections, all points of intersection and at the beginning and ending of curves.

*(Ord. 456 § 313-2(d), 1981)*

#### **17.08.050 - Extension of existing ways.**

Existing streets, sidewalks, bikeways and similar facilities shall be extended as required by the city.

*(Ord. 456 § 313-2(e), 1981)*

#### **17.08.060 - Street stubs.**

Street stubs shall be required adjacent to unsubdivided property when the city engineer deems they are necessary for future public circulation or utility service to serve both the division and the adjacent property.

*(Ord. 456 § 313-2(f), 1981)*

#### **17.08.070 - T intersections.**

A "T" intersection may not be located closer than one hundred feet to any other intersection.



(Ord. 456 § 313-2(g), 1981)

#### **17.08.080 - Reserve strips.**

Reserve strips, where required to control access over certain lot lines, over the ends of stub streets, or otherwise when deemed necessary shall be dedicated or deeded to the city.

(Ord. 456 § 313-2(h), 1981)

#### **17.08.090 - Alleys.**

Alleys shall be required only where necessary to provide access to or through blocks.

(Ord. 456 § 313-2(i), 1981)

#### **17.08.100 - Bikeways.**

Bikeways shall be provided in accordance with applicable standards for construction where bikeways are required by the general or specific plan or by the planning commission upon a finding of the necessity thereof to serve users of the division and adjoining land areas.

(Ord. 456 § 313-2(j), 1981)

#### **17.08.110 - New street names.**

Names for proposed new streets shall be approved by the planning commission.

(Ord. 456 § 313-2(k), 1981)

#### **17.08.120 - Dedication of ways and easements.**

Streets, rights-of-ways and easements shall be offered for dedication by a statement on the map or transferred by a separate document. The city may accept or reject any such offer to transfer at its option.

(Ord. 456 § 313-2(l), 1981)

#### **17.08.130 - Buffers or planting strips.**

Where a residential division adjoins a railroad right-of-way, a waterway, an industrial area, a business area or other land use which would have a depreciating effect on the residential use of the property, a fence or buffer planting strip may be required by the planning commission as a condition of approval of the tentative map.

(Ord. 456 § 313-2(m), 1981)

#### **17.08.140 - Street plan and specification conformance.**

Streets shall conform, as to alignment and width, to any applicable general or specific plan for streets and highways of the city, including but not limited to the standard drawings and specifications of the city.

(Ord. 456 § 313-2(n), 1981)

**17.08.150 - Planned unit development.**

When a land divider and the planning commission agree, deviations from the standards of this chapter may be granted if the divider complies with the zoning ordinance establishing requirements of the planned unit development permit and the requirements of the general plan and any specific plan of the city.

*(Ord. 456 § 313-3, 1981)*

**17.08.160 - Improvement design.**

The design and type of improvements shall conform to the city standard details and specifications approved and in use by the city for streets and facilities. No temporary or permanent improvement work shall be commenced until improvement plans and profiles have been approved by the city engineer and permits obtained. Permanent improvements shall be installed to permanent line and grade to the satisfaction of the city engineer in accordance with the standard specifications and other ordinances and regulations in effect at the time of submission of the final map.

*(Ord. 456 § 313-4(a), 1981)*

**17.08.170 - Improvements required generally.**

Improvements to be installed in subdivisions shall include the following:

- A. Paved streets, curbs, gutters, sidewalks and walkways, parking bays, bikeways and equestrian trails;
- B. Water, cable television, gas, electric and other utility services to serve each lot. Each utility shall be extended to the lot line;
- C. Sanitary sewers and laterals to serve each lot, extended to the lot line;
- D. Storm sewers, drains and channel improvements;
- E. Slope planting, retaining walls and any other form of erosion control;
- F. Street trees.

*(Ord. 456 § 313-4(b), 1981)*

**17.08.180 - Utility systems—Fences—Flood facilities.**

The following on-site and off-site improvements are required:

- A. A developed water supply and/or financial contributions for the improvement of any existing source of supply for the construction of transmission lines from that supply to the proposed development;
- B. Development of a sewage disposal facility or financial contributions for the improvement of any existing or planned sewer disposal system or the construction of transmission lines for sewage disposal;
- C. The development of public transportation or access facilities or financial contributions for the improvement of any existing or planned bridge or thoroughfare, bikeway or transit facility;
- D. The development of storm drainage facilities or financial contributions for the improvement of any existing or planned storm drainage facilities or the construction of

transmission or drainage ways for the proposed improvement to a point of natural or manmade disposal of stormwaters;

- E. Fences where necessary to protect the subdivision and its occupants from drainage, canal or river channels, or other steep or precipitous places at which passers-by might fall;
- F. When flood zones have been established by the proper authority, the divider shall comply with the requirements applicable thereto.

*(Ord. 456 § 313-4(c), 1981)*

#### **17.08.190 - Grading, erosion control and creekside development.**

All improvement work and all grading, erosion control and creekside development shall not be commenced until the provisions of [Chapter 15.12](#) are complied with.

*(Ord. 456 § 313-4(d), 1981)*

#### **17.08.200 - Improvement plans and inspections.**

All improvement work, including grading, shall not be commenced until improvement plans for such work have been submitted and approved by the city engineer. All such improvements shall be constructed under the inspection of, and to the satisfaction of, the city engineer. Costs of such inspection shall be paid in advance to the city by the divider and shall be in amounts established by the city council by resolution.

*(Ord. 456 § 313-4(e), 1981)*

#### **17.08.210 - Undergrounding.**

Utility lines, including but not limited to electric, communications, street lighting and cable television shall be placed underground. The divider is responsible for complying with the requirements of this section, and he shall make necessary arrangements and agreements with the utilities for the installation of such facilities. The planning commission may allow appurtenances and associated equipment such as transformers, terminal boxes and meter cabinets to be placed above ground.

*(Ord. 456 § 313-4(f), 1981)*

#### **17.08.220 - Parks.**

The divider shall additionally dedicate such lands as required by the planning commission or pay a fee in lieu of such dedication or provide a combination of such dedication payment for park and recreational purposes as required by ordinance of the city.

*(Ord. 456 § 313-5(a), 1981)*

#### **17.08.230 - Schools.**

The divider shall dedicate any school site determined to be required to serve the area in which the subdivision is located. The method of dedication for school sites shall be in conformity with the provisions of Section 6647.8 of the Subdivision Map Act and shall be located in accordance with the criteria and standards found and expressed in the city's general plan, any specific plan, and upon consultation with the Fairfield-Suisun Unified School District.

*(Ord. 456 § 313-5(b), 1981)*

#### **17.08.240 - Public access to public resources.**

The divider shall dedicate by means of easement in the name of the public at large any and all accesses to public resources through a subdivision where such subdivision is adjacent to public resources. The nature and extent of such public easement shall be determined in conformity with any applicable general or specific plan and the provisions of the Subdivision Map Act, Article 35 commencing with Section 66478.1. In the absence of authoritative standards, such dedications shall be agreed upon in the manner or form as provided by the appropriate public agencies.

*(Ord. 456 § 313-5(c), 1981)*

#### **17.08.250 - Deviations from requirements.**

The planning commission or, on appeal, the city council, may grant deviations from the requirements set forth in this chapter when all of the following conditions are found to apply:

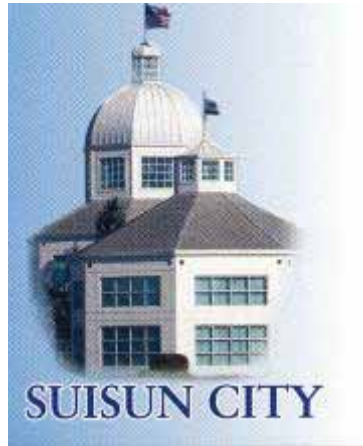
- A. That any deviation granted shall not constitute a grant of special privilege inconsistent with the limitations upon other properties in the same vicinity and of similar circumstance. A deviation granted may be conditioned. Such conditions may make adjustments to assure conformity of the deviations with the intent and purpose of this division or be designed to eliminate any special privilege not so consistent;
- B. That because of special circumstances applicable to the subject property, including size, shape, topography, location or surroundings, the strict literal application of this division is found to deprive the property of privileges enjoyed by other properties in the vicinity.

*(Ord. 456 § 311-7, 1981)*

#### **17.08.260 - Compatibility with existing improvements and landforms.**

The design and improvement of subdivisions shall be approved with consideration and be compatible with present and planned improvements as to dimensions, alignment, configurations, names, street numbers and similar existing characteristics of the city. Existing trees, native land cover, natural watercourses, topography, geologic phenomena and unique environmental settings and considerations shall be respected in the design of the land division and the divisions shall be so designed and improved to prevent excessive grading, scarring and undue dislocations of soil and features of the landscape.

*(Ord. 456 § 311-8, 1981)*



# **City of Suisun City**

## **Sewer System Management Plan**

***Appendix E: State Water Resources Control  
Board Order No. WQ 2013-0058-EXEC***

***Statewide General Waste Discharge  
Requirements for Sanitary Systems***

**FEBRUARY 2014**

**STATE WATER RESOURCES CONTROL BOARD**  
**ORDER NO. WQ 2013-0058-EXEC**  
**STATEWIDE GENERAL WASTE DISCHARGE**  
**REQUIREMENTS FOR SANITARY SYSTEMS**



STATE OF CALIFORNIA  
WATER RESOURCES CONTROL BOARD  
ORDER NO. WQ 2013-0058-EXEC

AMENDING MONITORING AND REPORTING PROGRAM  
FOR  
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR  
SANITARY SEWER SYSTEMS

The State of California, Water Resources Control Board (hereafter State Water Board) finds:

1. The State Water Board is authorized to prescribe statewide general Waste Discharge Requirements (WDRs) for categories of discharges that involve the same or similar operations and the same or similar types of waste pursuant to Water Code section 13263(i).
2. Water Code section 13193 *et seq.* requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) to gather Sanitary Sewer Overflow (SSO) information and make this information available to the public, including but not limited to, SSO cause, estimated volume, location, date, time, duration, whether or not the SSO reached or may have reached waters of the state, response and corrective action taken, and an enrollee's contact information for each SSO event. An enrollee is defined as the public entity having legal authority over the operation and maintenance of, or capital improvements to, a sanitary sewer system greater than one mile in length.
3. Water Code section 13271, *et seq.* requires notification to the California Office of Emergency Services (Cal OES), formerly the California Emergency Management Agency, for certain unauthorized discharges, including SSOs.
4. On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ, "Statewide Waste Discharge Requirements for Sanitary Sewer Systems"<sup>1</sup> (hereafter SSS WDRs) to comply with Water Code section 13193 and to establish the framework for the statewide SSO Reduction Program.
5. Subsection G.2 of the SSS WDRs and the Monitoring and Reporting Program (MRP) provide that the Executive Director may modify the terms of the MRP at any time.
6. On February 20, 2008, the State Water Board Executive Director adopted a revised MRP for the SSS WDRs to rectify early notification deficiencies and ensure that first responders are notified in a timely manner of SSOs discharged into waters of the state.
7. When notified of an SSO that reaches a drainage channel or surface water of the state, Cal OES, pursuant to Water Code section 13271(a)(3), forwards the SSO notification information<sup>2</sup> to local government agencies and first responders including local public health officials and the applicable Regional Water Board. Receipt of notifications for a single SSO event from both the SSO reporter

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<sup>1</sup> Available for download at:

[http://www.waterboards.ca.gov/board\\_decisions/adopted\\_orders/water\\_quality/2006/wqo/wqo2006\\_0003.pdf](http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf)

<sup>2</sup> Cal OES Hazardous Materials Spill Reports available Online at:

[http://w3.calema.ca.gov/operational/mal haz.nsf/\\$defaultview](http://w3.calema.ca.gov/operational/mal haz.nsf/$defaultview) and <http://w3.calema.ca.gov/operational/mal haz.nsf>

and Cal OES is duplicative. To address this, the SSO notification requirements added by the February 20, 2008 MRP revision are being removed in this MRP revision.

8. In the February 28, 2008 Memorandum of Agreement between the State Water Board and the California Water and Environment Association (CWEA), the State Water Board committed to re-designing the CIWQS<sup>3</sup> Online SSO Database to allow "event" based SSO reporting versus the original "location" based reporting. Revisions to this MRP and accompanying changes to the CIWQS Online SSO Database will implement this change by allowing for multiple SSO appearance points to be associated with each SSO event caused by a single asset failure.
9. Based on stakeholder input and Water Board staff experience implementing the SSO Reduction Program, SSO categories have been revised in this MRP. In the prior version of the MRP, SSOs have been categorized as Category 1 or Category 2. This MRP implements changes to SSO categories by adding a Category 3 SSO type. This change will improve data management to further assist Water Board staff with evaluation of high threat and low threat SSOs by placing them in unique categories (i.e., Category 1 and Category 3, respectively). This change will also assist enrollees in identifying SSOs that require Cal OES notification.
10. Based on over six years of implementation of the SSS WDRs, the State Water Board concludes that the February 20, 2008 MRP must be updated to better advance the SSO Reduction Program<sup>4</sup> objectives, assess compliance, and enforce the requirements of the SSS WDRs.

**IT IS HEREBY ORDERED THAT:**

Pursuant to the authority delegated by Water Code section 13267(f), Resolution 2002-0104, and Order 2006-0003-DWQ, the MRP for the SSS WDRs (Order 2006-0003-DWQ) is hereby amended as shown in Attachment A and shall be effective on September 9, 2013.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Thomas Howard  
Executive Director

<sup>3</sup> California Integrated Water Quality System (CIWQS) publicly available at  
<http://www.waterboards.ca.gov/ciwqs/publicreports.shtml>

<sup>4</sup> Statewide Sanitary Sewer Overflow Reduction Program information is available at:  
[http://www.waterboards.ca.gov/water\\_issues/programs/ssol/](http://www.waterboards.ca.gov/water_issues/programs/ssol/)



## ATTACHMENT A

### STATE WATER RESOURCES CONTROL BOARD ORDER NO. WQ 2013-0058-EXEC

#### AMENDING MONITORING AND REPORTING PROGRAM FOR STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS

This Monitoring and Reporting Program (MRP) establishes monitoring, record keeping, reporting and public notification requirements for Order 2006-0003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems" (SSS WDRs). This MRP shall be effective from September 9, 2013 until it is rescinded. The Executive Director may make revisions to this MRP at any time. These revisions may include a reduction or increase in the monitoring and reporting requirements. All site specific records and data developed pursuant to the SSS WDRs and this MRP shall be complete, accurate, and justified by evidence maintained by the enrollee. Failure to comply with this MRP may subject an enrollee to civil liabilities of up to \$5,000 a day per violation pursuant to Water Code section 13350; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. The State Water Resources Control Board (State Water Board) reserves the right to take any further enforcement action authorized by law.

#### A. SUMMARY OF MRP REQUIREMENTS

Table 1 – Spill Categories and Definitions

CATEGORIES	DEFINITIONS [see Section A on page 5 of Order 2006-0003-DWQ, for Sanitary Sewer Overflow (SSO) definition]
CATEGORY 1	Discharges of untreated or partially treated wastewater of <u>any volume</u> resulting from an enrollee's sanitary sewer system failure or flow condition that: <ul style="list-style-type: none"><li>• Reach surface water and/or reach a drainage channel tributary to a surface water; or</li><li>• Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).</li></ul>
CATEGORY 2	Discharges of untreated or partially treated wastewater of <u>1,000 gallons or greater</u> resulting from an enrollee's sanitary sewer system failure or flow condition that <u>do not</u> reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
CATEGORY 3	All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.
PRIVATE LATERAL SEWAGE DISCHARGE (PLSD)	Discharges of untreated or partially treated wastewater resulting from blockages or other problems <u>within a privately owned sewer lateral</u> connected to the enrollee's sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be <u>voluntarily</u> reported to the California Integrated Water Quality System (CIWQS) Online SSO Database.



Table 2 – Notification, Reporting, Monitoring, and Record Keeping Requirements

ELEMENT	REQUIREMENT	METHOD
<b>NOTIFICATION</b> (see section B of MRP)	<ul style="list-style-type: none"> <li>Within two hours of becoming aware of any Category 1 SSO <u>greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water</u>, notify the California Office of Emergency Services (Cal OES) and obtain a notification control number.</li> </ul>	Call Cal OES at: (800) 852-7550
<b>REPORTING</b> (see section C of MRP)	<ul style="list-style-type: none"> <li>Category 1 SSO: Submit draft report within three business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date.</li> <li>Category 2 SSO: Submit draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of the SSO end date.</li> <li>Category 3 SSO: Submit certified report within 30 calendar days of the end of month in which SSO the occurred.</li> <li>SSO Technical Report: Submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters.</li> <li>"No Spill" Certification: Certify that no SSOs occurred within 30 calendar days of the end of the month or, if reporting quarterly, the quarter in which no SSOs occurred.</li> <li>Collection System Questionnaire: Update and certify every 12 months.</li> </ul>	Enter data into the CIWQS Online SSO Database ( <a href="http://ciwqs.waterboards.ca.gov/">http://ciwqs.waterboards.ca.gov/</a> ), certified by enrollee's Legally Responsible Official(s).
<b>WATER QUALITY MONITORING</b> (see section D of MRP)	<ul style="list-style-type: none"> <li>Conduct water quality sampling <u>within 48 hours</u> after initial SSO notification for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.</li> </ul>	Water quality results are required to be uploaded into CIWQS for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.
<b>RECORD KEEPING</b> (see section E of MRP)	<ul style="list-style-type: none"> <li>SSO event records.</li> <li>Records documenting Sanitary Sewer Management Plan (SSMP) implementation and changes/updates to the SSMP.</li> <li>Records to document Water Quality Monitoring for SSOs of 50,000 gallons or greater spilled to surface waters.</li> <li>Collection system telemetry records if relied upon to document and/or estimate SSO Volume.</li> </ul>	Self-maintained records shall be available during inspections or upon request.



## **B. NOTIFICATION REQUIREMENTS**

Although Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) staff do not have duties as first responders, this MRP is an appropriate mechanism to ensure that the agencies that have first responder duties are notified in a timely manner in order to protect public health and beneficial uses.

1. For any Category 1 SSO greater than or equal to 1,000 gallons that results in a discharge to a surface water or spilled in a location where it probably will be discharged to surface water, either directly or by way of a drainage channel or MS4, the enrollee shall, as soon as possible, but not later than two (2) hours after (A) the enrollee has knowledge of the discharge, (B) notification is possible, and (C) notification can be provided without substantially impeding cleanup or other emergency measures, notify the Cal OES and obtain a notification control number.
2. To satisfy notification requirements for each applicable SSO, the enrollee shall provide the information requested by Cal OES before receiving a control number. Spill information requested by Cal OES may include:
  - i. Name of person notifying Cal OES and direct return phone number.
  - ii. Estimated SSO volume discharged (gallons).
  - iii. If ongoing, estimated SSO discharge rate (gallons per minute).
  - iv. SSO Incident Description:
    - a. Brief narrative.
    - b. On-scene point of contact for additional information (name and cell phone number).
    - c. Date and time enrollee became aware of the SSO.
    - d. Name of sanitary sewer system agency causing the SSO.
    - e. SSO cause (if known).
  - v. Indication of whether the SSO has been contained.
  - vi. Indication of whether surface water is impacted.
  - vii. Name of surface water impacted by the SSO, if applicable.
  - viii. Indication of whether a drinking water supply is or may be impacted by the SSO.
  - ix. Any other known SSO impacts.
  - x. SSO incident location (address, city, state, and zip code).
3. Following the initial notification to Cal OES and until such time that an enrollee certifies the SSO report in the CIWQS Online SSO Database, the enrollee shall provide updates to Cal OES regarding substantial changes to the estimated volume of untreated or partially treated sewage discharged and any substantial change(s) to known impact(s).
4. PLSDs: The enrollee is strongly encouraged to notify Cal OES of discharges greater than or equal to 1,000 gallons of untreated or partially treated wastewater that result or may result in a discharge to surface water resulting from failures or flow conditions within a privately owned sewer lateral or from other private sewer asset(s) if the enrollee becomes aware of the PLSD.



### C. REPORTING REQUIREMENTS

1. **CIWQS Online SSO Database Account:** All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS. These accounts allow controlled and secure entry into the CIWQS Online SSO Database.
2. **SSO Mandatory Reporting Information:** For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.
3. **SSO Categories**
  - i. **Category 1** – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:
    - a. Reach surface water and/or reach a drainage channel tributary to a surface water; or
    - b. Reach a MS4 and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
  - ii. **Category 2** – Discharges of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from an enrollee's sanitary sewer system failure or flow condition that does not reach a surface water, a drainage channel, or the MS4 unless the entire SSO volume discharged to the storm drain system is fully recovered and disposed of properly.
  - iii. **Category 3** – All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.
4. **Sanitary Sewer Overflow Reporting to CIWQS - Timeframes**
  - i. **Category 1 and Category 2 SSOs** – All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported to the CIWQS Online SSO Database:
    - a. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database within three (3) business days of the enrollee becoming aware of the SSO. Minimum information that shall be reported in a draft Category 1 SSO report shall include all information identified in section 8.i.a. below. Minimum information that shall be reported in a Category 2 SSO draft report shall include all information identified in section 8.i.c below.
    - b. A final Category 1 or Category 2 SSO report shall be certified through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO. Minimum information that shall be certified in the final Category 1 SSO report shall include all information identified in section 8.i.b below. Minimum information that shall be certified in a final Category 2 SSO report shall include all information identified in section 8.i.d below.



- ii. **Category 3 SSOs** – All SSOs that meet the above criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30). Minimum information that shall be certified in a final Category 3 SSO report shall include all information identified in section 8.i.e below.
- iii. **“No Spill” Certification** – If there are no SSOs during the calendar month, the enrollee shall either 1) certify, within 30 calendar days after the end of each calendar month, a “No Spill” certification statement in the CIWQS Online SSO Database certifying that there were no SSOs for the designated month, or 2) certify, quarterly within 30 calendar days after the end of each quarter, “No Spill” certification statements in the CIWQS Online SSO Database certifying that there were no SSOs for each month in the quarter being reported on. For quarterly reporting, the quarters are Q1 - January/ February/ March, Q2 - April/May/June, Q3 - July/August/September, and Q4 - October/November/December.  
  
If there are no SSOs during a calendar month but the enrollee reported a PLSD, the enrollee shall still certify a “No Spill” certification statement for that month.
- iv. **Amended SSO Reports** – The enrollee may update or add additional information to a certified SSO report within 120 calendar days after the SSO end date by amending the report or by adding an attachment to the SSO report in the CIWQS Online SSO Database. SSO reports certified in the CIWQS Online SSO Database prior to the adoption date of this MRP may only be amended up to 120 days after the effective date of this MRP. After 120 days, the enrollee may contact the SSO Program Manager to request to amend an SSO report if the enrollee also submits justification for why the additional information was not available prior to the end of the 120 days.

## 5. **SSO Technical Report**

The enrollee shall submit an SSO Technical Report in the CIWQS Online SSO Database within 45 calendar days of the SSO end date for any SSO in which 50,000 gallons or greater are spilled to surface waters. This report, which does not preclude the Water Boards from requiring more detailed analyses if requested, shall include at a minimum, the following:

### i. **Causes and Circumstances of the SSO:**

- a. Complete and detailed explanation of how and when the SSO was discovered.
- b. Diagram showing the SSO failure point, appearance point(s), and final destination(s).
- c. Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.
- d. Detailed description of the cause(s) of the SSO.
- e. Copies of original field crew records used to document the SSO.
- f. Historical maintenance records for the failure location.

### ii. **Enrollee’s Response to SSO:**

- a. Chronological narrative description of all actions taken by enrollee to terminate the spill.
- b. Explanation of how the SSMP Overflow Emergency Response plan was implemented to respond to and mitigate the SSO.



- c. Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.

iii. **Water Quality Monitoring:**

- a. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.
- b. Detailed location map illustrating all water quality sampling points.

6. **PLSDs**

Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sanitary sewer system assets may be voluntarily reported to the CIWQS Online SSO Database.

- i. The enrollee is also encouraged to provide notification to Cal OES per section B above when a PLSD greater than or equal to 1,000 gallons has or may result in a discharge to surface water. For any PLSD greater than or equal to 1,000 gallons regardless of the spill destination, the enrollee is also encouraged to file a spill report as required by Health and Safety Code section 5410 et. seq. and Water Code section 13271, or notify the responsible party that notification and reporting should be completed as specified above and required by State law.
- ii. If a PLSD is recorded in the CIWQS Online SSO Database, the enrollee must identify the sewage discharge as occurring and caused by a private sanitary sewer system asset and should identify a responsible party (other than the enrollee), if known. Certification of PLSD reports by enrollees is not required.

7. **CIWQS Online SSO Database Unavailability**

In the event that the CIWQS Online SSO Database is not available, the enrollee must fax or e-mail all required information to the appropriate Regional Water Board office in accordance with the time schedules identified herein. In such event, the enrollee must also enter all required information into the CIWQS Online SSO Database when the database becomes available.

8. **Mandatory Information to be Included in CIWQS Online SSO Reporting**

All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS which can be reached at [CIWQS@waterboards.ca.gov](mailto:CIWQS@waterboards.ca.gov) or by calling (866) 792-4977, M-F, 8 A.M. to 5 P.M. These accounts will allow controlled and secure entry into the CIWQS Online SSO Database. Additionally, within thirty (30) days of initial enrollment and prior to recording SSOs into the CIWQS Online SSO Database, all enrollees must complete a Collection System Questionnaire (Questionnaire). The Questionnaire shall be updated at least once every 12 months.

i. **SSO Reports**

At a minimum, the following mandatory information shall be reported prior to finalizing and certifying an SSO report for each category of SSO:



- a. **Draft Category 1 SSOs:** At a minimum, the following mandatory information shall be reported for a draft Category 1 SSO report:
1. SSO Contact Information: Name and telephone number of enrollee contact person who can answer specific questions about the SSO being reported.
  2. SSO Location Name.
  3. Location of the overflow event (SSO) by entering GPS coordinates. If a single overflow event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the SSO appearance point explanation field.
  4. Whether or not the SSO reached surface water, a drainage channel, or entered and was discharged from a drainage structure.
  5. Whether or not the SSO reached a municipal separate storm drain system.
  6. Whether or not the total SSO volume that reached a municipal separate storm drain system was fully recovered.
  7. Estimate of the SSO volume, inclusive of all discharge point(s).
  8. Estimate of the SSO volume that reached surface water, a drainage channel, or was not recovered from a storm drain.
  9. Estimate of the SSO volume recovered (if applicable).
  10. Number of SSO appearance point(s).
  11. Description and location of SSO appearance point(s). If a single sanitary sewer system failure results in multiple SSO appearance points, each appearance point must be described.
  12. SSO start date and time.
  13. Date and time the enrollee was notified of, or self-discovered, the SSO.
  14. Estimated operator arrival time.
  15. For spills greater than or equal to 1,000 gallons, the date and time Cal OES was called.
  16. For spills greater than or equal to 1,000 gallons, the Cal OES control number.
- b. **Certified Category 1 SSOs:** At a minimum, the following mandatory information shall be reported for a certified Category 1 SSO report, in addition to all fields in section 8.i.a :
1. Description of SSO destination(s).
  2. SSO end date and time.
  3. SSO causes (mainline blockage, roots, etc.).
  4. SSO failure point (main, lateral, etc.).
  5. Whether or not the spill was associated with a storm event.
  6. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the overflow; and a schedule of major milestones for those steps.
  7. Description of spill response activities.
  8. Spill response completion date.
  9. Whether or not there is an ongoing investigation, the reasons for the investigation and the expected date of completion.



10. Whether or not a beach closure occurred or may have occurred as a result of the SSO.
  11. Whether or not health warnings were posted as a result of the SSO.
  12. Name of beach(es) closed and/or impacted. If no beach was impacted, NA shall be selected.
  13. Name of surface water(s) impacted.
  14. If water quality samples were collected, identify parameters the water quality samples were analyzed for. If no samples were taken, NA shall be selected.
  15. If water quality samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA shall be selected.
  16. Description of methodology(ies) and type of data relied upon for estimations of the SSO volume discharged and recovered.
  17. SSO Certification: Upon SSO Certification, the CIWQS Online SSO Database will issue a final SSO identification (ID) number.
- c. **Draft Category 2 SSOs:** At a minimum, the following mandatory information shall be reported for a draft Category 2 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO.
- d. **Certified Category 2 SSOs:** At a minimum, the following mandatory information shall be reported for a certified Category 2 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-9, and 17 in section 8.i.b above for Certified Category 1 SSO.
- e. **Certified Category 3 SSOs:** At a minimum, the following mandatory information shall be reported for a certified Category 3 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-5, and 17 in section 8.i.b above for Certified Category 1 SSO.
- ii. **Reporting SSOs to Other Regulatory Agencies**
- These reporting requirements do not preclude an enrollee from reporting SSOs to other regulatory agencies pursuant to state law. In addition, these reporting requirements do not replace other Regional Water Board notification and reporting requirements for SSOs.
- iii. **Collection System Questionnaire**
- The required Questionnaire (see subsection G of the SSS WDRs) provides the Water Boards with site-specific information related to the enrollee's sanitary sewer system. The enrollee shall complete and certify the Questionnaire at least every 12 months to facilitate program implementation, compliance assessment, and enforcement response.
- iv. **SSMP Availability**
- The enrollee shall provide the publicly available internet web site address to the CIWQS Online SSO Database where a downloadable copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP is posted. If all of the SSMP documentation listed in this subsection is not publicly available on the Internet, the enrollee shall comply with the following procedure:



- a. Submit an **electronic** copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP to the State Water Board, within 30 days of that approval and within 30 days of any subsequent SSMP re-certifications, to the following mailing address:

State Water Resources Control Board  
Division of Water Quality  
Attn: SSO Program Manager  
1001 I Street, 15<sup>th</sup> Floor, Sacramento, CA 95814

**D. WATER QUALITY MONITORING REQUIREMENTS:**

To comply with subsection D.7(v) of the SSS WDRs, the enrollee shall develop and implement an SSO Water Quality Monitoring Program to assess impacts from SSOs to surface waters in which 50,000 gallons or greater are spilled to surface waters. The SSO Water Quality Monitoring Program, shall, at a minimum:

1. Contain protocols for water quality monitoring.
2. Account for spill travel time in the surface water and scenarios where monitoring may not be possible (e.g. safety, access restrictions, etc.).
3. Require water quality analyses for ammonia and bacterial indicators to be performed by an accredited or certified laboratory.
4. Require monitoring instruments and devices used to implement the SSO Water Quality Monitoring Program to be properly maintained and calibrated, including any records to document maintenance and calibration, as necessary, to ensure their continued accuracy.
5. Within 48 hours of the enrollee becoming aware of the SSO, require water quality sampling for, at a minimum, the following constituents:
  - i. Ammonia
  - ii. Appropriate Bacterial indicator(s) per the applicable Basin Plan water quality objective or Regional Board direction which may include total and fecal coliform, enterococcus, and e-coli.

**E. RECORD KEEPING REQUIREMENTS:**

The following records shall be maintained by the enrollee for a minimum of five (5) years and shall be made available for review by the Water Boards during an onsite inspection or through an information request:

1. General Records: The enrollee shall maintain records to document compliance with all provisions of the SSS WDRs and this MRP for each sanitary sewer system owned including any required records generated by an enrollee's sanitary sewer system contractor(s).
2. SSO Records: The enrollee shall maintain records for each SSO event, including but not limited to:
  - i. Complaint records documenting how the enrollee responded to all notifications of possible or actual SSOs, both during and after business hours, including complaints that do not

result in SSOs. Each complaint record shall, at a minimum, include the following information:

- a. Date, time, and method of notification.
  - b. Date and time the complainant or informant first noticed the SSO.
  - c. Narrative description of the complaint, including any information the caller can provide regarding whether or not the complainant or informant reporting the potential SSO knows if the SSO has reached surface waters, drainage channels or storm drains.
  - d. Follow-up return contact information for complainant or informant for each complaint received, if not reported anonymously.
  - e. Final resolution of the complaint.
- ii. Records documenting steps and/or remedial actions undertaken by enrollee, using all available information, to comply with section D.7 of the SSS WDRs.
  - iii. Records documenting how all estimate(s) of volume(s) discharged and, if applicable, volume(s) recovered were calculated.
3. Records documenting all changes made to the SSMP since its last certification indicating when a subsection(s) of the SSMP was changed and/or updated and who authorized the change or update. These records shall be attached to the SSMP.
  4. Electronic monitoring records relied upon for documenting SSO events and/or estimating the SSO volume discharged, including, but not limited to records from:
    - i. Supervisory Control and Data Acquisition (SCADA) systems
    - ii. Alarm system(s)
    - iii. Flow monitoring device(s) or other instrument(s) used to estimate wastewater levels, flow rates and/or volumes.

#### **F. CERTIFICATION**

1. All information required to be reported into the CIWQS Online SSO Database shall be certified by a person designated as described in subsection J of the SSS WDRs. This designated person is also known as a Legally Responsible Official (LRO). An enrollee may have more than one LRO.
2. Any designated person (i.e. an LRO) shall be registered with the State Water Board to certify reports in accordance with the CIWQS protocols for reporting.
3. Data Submitter (DS): Any enrollee employee or contractor may enter draft data into the CIWQS Online SSO Database on behalf of the enrollee if authorized by the LRO and registered with the State Water Board. However, only LROs may certify reports in CIWQS.
4. The enrollee shall maintain continuous coverage by an LRO. Any change of a registered LRO or DS (e.g., retired staff), including deactivation or a change to the LRO's or DS's contact information, shall be submitted by the enrollee to the State Water Board within 30 days of the change by calling (866) 792-4977 or e-mailing [help@ciwqs.waterboards.ca.gov](mailto:help@ciwqs.waterboards.ca.gov).



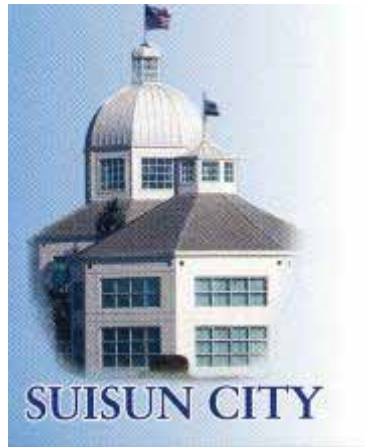
5. A registered designated person (i.e., an LRO) shall certify all required reports under penalty of perjury laws of the state as stated in the CIWQS Online SSO Database at the time of certification.

#### **CERTIFICATION**

The undersigned Clerk to the Board does hereby certify that the foregoing is a full, true, and correct copy of an order amended by the Executive Director of the State Water Resources Control Board.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeanine Townsend  
Clerk to the Board



# **City of Suisun City**

## **Sewer System Management Plan**

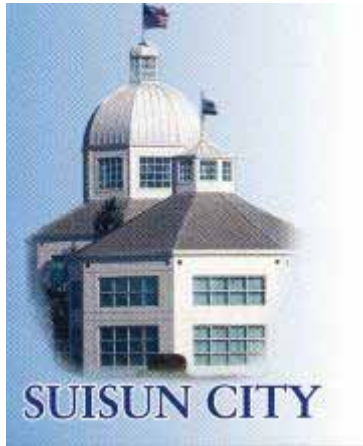
### ***Appendix F: OERP – Contacts: City of Suisun City***

**FEBRUARY 2014**

## OERP – Contacts

### City of Suisun City

Agency/ Company	Department/Title	Contact Name	Cell Phone	Office Phone	Home Phone
Fairfield-Suisun Sewer District	General Manager	Greg Baatrup	925-759-8011	707-428-9162	925-757-1194
	Assistant General Manager	Talyon Sortor	530-219-8175	707-428-9151	530-759-1181
	Director of Operations & Maintenance	Richard Althouse	916-956-3621	707-428-9106	--
	Collection System Supervisor	Shane Errecart	707-372-9542	707-428-9180	
	Senior Environmental Engineer	Marcie Bodeaux	707-688-8343	707-428-9139	
	Senior Environmental Engineer	Kevin Cullen	707-688-8895	707-428-9129	
	Environmental Compliance Engineer	Meg Herston	925-978-6358	707-428-9109	
	Regulatory Specialist/Safety Officer	Rich Sponholz	707-494-1000	707-428-9124	--
	GIS Technician	Nellie Dimalanta	925-818-5331	707-428-9140	--
	Maintenance Manager	Jeff Woods	559-786-1544	707-428-9103	--
	Operations Manager	Brian Hawley	916-838-1233	707-428-9118	--
	Lead Operator, 24/7	Shift	707-631-9028	--	--
	Second Operator, 24/7	Shift	707-631-8050	--	--
	Lab Manager	Giti Heravian	707-386-3170	707-428-9153	--
City of Fairfield	Public Works Supervisor	Pete Pierce	707-249-1257	707-428-7054	--
	Public Works Supervisor	Richard Vasquez	707-249-3834	707-428-7057	707-452-9588
	Water and Sewer Division Manager	George Shimboff	707 249-1253	707-428-7415	
	Operations Superintendent	John Pederson	707-249-6018	707-428-7410	707-451-3314
	Public Works Director	George Hicks	707-580-4722	707-428-7493	707-421-1501
	<b>Public Works After Hours Dispatch</b>	<b>Police Non-Emergency</b>	--	707-428-7300	--
City of Suisun City	Corporation Yard Dispatch	Gemma Geluz	--	707-421-7349	--
	Public Works Superintendent	Jeff Penrod	707-580-0628	707-421-7349	707-864-5039
	Street Supervisor	David Martinez	707-580-0618	707-421-7349	707-688-9177
	<b>Public Works After Hours Dispatch</b>	<b>Police Non-Emergency</b>	--	707-421-7373	--



# **City of Suisun City**

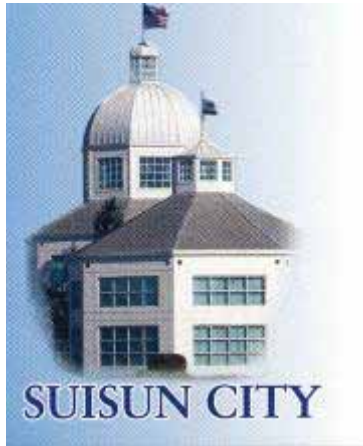
## **Sewer System Management Plan**

### ***Appendix G: FSSD OERP – Contacts***

**FEBRUARY 2014**

## FSSD OERP – Contacts

Agency/ Company	Department/Title	Contact Name	Cell Phone	Office Phone	Home Phone
Fairfield-Suisun Sewer District	General Manager	Greg Baatrup	925-759-8011	707-428-9162	925-757-1194
	Assistant General Manager	Talyon Sortor	530-219-8175	707-428-9151	530-759-1181
	Director of Operations & Maintenance	Richard Althouse	916-956-3621	707-428-9106	--
	Collection System Supervisor	Shane Errecart	707-372-9542	707-428-9180	
	Senior Environmental Engineer	Marcie Bodeaux	707-688-8343	707-428-9139	
	Senior Environmental Engineer	Kevin Cullen	707-688-8895	707-428-9129	
	Environmental Compliance Engineer	Meg Herston	925-978-6358	707-428-9109	
	Regulatory Specialist/Safety Officer	Rich Sponholz	707-494-1000	707-428-9124	--
	GIS Technician	Nellie Dimalanta	925-818-5331	707-428-9140	--
	Maintenance Manager	Jeff Woods	559-786-1544	707-428-9103	--
	Operations Manager	Brian Hawley	916-838-1233	707-428-9118	--
	Lead Operator, 24/7	Shift	707-631-9028	--	--
	Second Operator, 24/7	Shift	707-631-8050	--	--
	Lab Manager	Giti Heravian	707-386-3170	707-428-9153	--
City of Fairfield	Public Works Supervisor	Pete Pierce	707-249-1257	707-428-7054	--
	Public Works Supervisor	Richard Vasquez	707-249-3834	707-428-7057	707-452-9588
	Water and Sewer Division Manager	George Shimboff	707 249-1253	707-428-7415	
	Operations Superintendent	John Pederson	707-249-6018	707-428-7410	707-451-3314
	Public Works Director	George Hicks	707-580-4722	707-428-7493	707-421-1501
	<b>Public Works After Hours Dispatch</b>	<b>Police Non-Emergency</b>	--	707-428-7300	--
City of Suisun City	Corporation Yard Dispatch	Gemma Geluz	--	707-421-7349	--
	Public Works Superintendent	Jeff Penrod	707-580-0628	707-421-7349	707-864-5039
	Street Supervisor	David Martinez	707-580-0618	707-421-7349	707-688-9177
	<b>Public Works After Hours Dispatch</b>	<b>Police Non-Emergency</b>	--	707-421-7373	--



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix H: Internal Complaint Report Form***

**FEBRUARY 2014**



# CITY OF SUISUN CITY

## Complaint Form

**Always Make Verbal Contact with the Listed Responders:**

Problem /  
Responders: ☐ ☐ Odor Complaint scan & e-mail initial info  
☐ ☐ Spill  
☐ ☐ Construction Related  
☐ ☐ Sewer Overflow / FSSD SSO  
☐ ☐ Sewer Overflow / Non-FSSD  
☐ ☐ Illegal Dumping  
☐ ☐ Other \_\_\_\_\_

Routing: ☐ \_\_\_\_\_  
☐ \_\_\_\_\_  
☐ \_\_\_\_\_  
☐ GG  
☐ DM  
☐ JP

Date: \_\_\_\_\_ Time of Call: \_\_\_\_\_ AM/PM Voice Mail \_\_\_\_\_ Call Taker: \_\_\_\_\_

### SECTION A: Caller Information

☐ Anonymous Caller ☐ Caller Requests Contact  
☐ Caller Wishes to Remain Confidential ☐ Caller Does Not Request Contact

Name: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Address: \_\_\_\_\_

(Include Cross-Street)

What is the complaint? \_\_\_\_\_

When did it occur? \_\_\_\_\_

(Date & Time)

Where did it occur? \_\_\_\_\_

(Geocode field – include site address or intersection)

Any other witnesses? \_\_\_\_\_

### SECTION B: Suspect Information (Complete as much information as possible)

☐ Suspect is known by caller ☐ Suspect is not known by caller

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair Color: \_\_\_\_\_

Hair Length: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Build: \_\_\_\_\_

Clothing Description: \_\_\_\_\_

Vehicle License Plate: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle Description: \_\_\_\_\_

Other Information: \_\_\_\_\_

### SECTION C: Summarize the Follow-up

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Owning Collection System Agency Telephone Numbers (make verbal contact)

Fairfield: Business hours: Corporation Yard 707-428-7407

Suisun City: Gemma Geluz 707-421-7349

If no answer, call:

Jeff Penrod 707-580-0628

Pete Pierce (PW Supervisor) 707-249-1257

After Hours/Weekends call Suisun Police Dept 707-421-7373

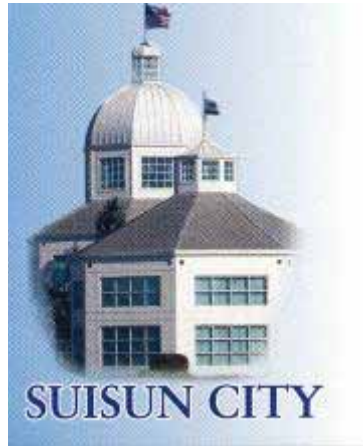
Richard Vasquez (PW Supervisor) 707-249-3834

George Shimboff (Division Mgr) 707-249-1253

After Hours/Weekends call Fairfield Police Dept 707-428-7300

If no answer, proceed to names above.

Use back of form if necessary to provide additional information



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix I: Category 1 and Category 2 SSO Forms***

**FEBRUARY 2014**

## CITY OF SUISUN CITY / PUBLIC WORKS DEPARTMENT

### CATEGORY 1 & 2 SPILL REPORT FORM

*(TAKE REQUIRED PHOTOS ASAP SEE QUESTION 47)*

#### CATEGORY 1

Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:

- Reach surface water and/or reach a drainage channel tributary to a surface water; or
- Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).

**ANSWER QUESTIONS 1- 9 WITHIN 90 MINUTES OF BECOMING AWARE OF SSO. THIS INFORMATION WILL BE REQUESTED BY CAL OES FOR THE 2 HOUR REPORTING REQUIREMENTS. IF ANY OF THE QUESTIONS ARE UNKNOWN PLEASE REPORT AS SUCH. WE WILL UPDATE CAL OES UPON RECEIVING INFORMATION. COMPLETE REMAINDER OF FORM AS SOON AS POSSIBLE WITHOUT AFFECTING RESPONSE AND CLEAN UP TO SPILL.**

#### CATEGORY 2

Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water or drainage channel.

***Complete form as soon as possible without affecting response and cleanup to spill. Form must be completed same day or night. Do not wait for following day to complete form. No 2 hour notification required.***

Items With \* will be completed by the supervisor

1. Name of person notifying CAL OES and direct return phone number \_\_\_\_\_
2. Estimated SSO Volume discharged (gallons) \_\_\_\_\_

3. If ongoing, estimated SSO discharge rate (GPM) \_\_\_\_\_

4. SSO incident description:

a) Brief narrative

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b) On-scene point of contact for additional information (name and cell phone number)

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c) Date and Time became aware of SSO: Date \_\_\_\_\_ Time (24 hour) \_\_\_\_\_

d) Name of sanitary sewer agency: City of Fairfield

e) SSO cause (if known) \_\_\_\_\_

5. Is SSO contained (Circle One): Yes No

6. Is surface water impacted (Circle One): Yes No

If yes, name or description of receiving waters \_\_\_\_\_

7. Is drinking water supply impacted (Circle One) Yes No

8. Any other known impacts? \_\_\_\_\_

9. SSO incident location (address) \_\_\_\_\_

10. This report is (Circle One): Preliminary Final Revised Final

11. Work Order # \_\_\_\_\_

12. Name of Person Completing this Form: \_\_\_\_\_

13. Reported to City by:

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

Telephone: \_\_\_\_\_

14. Reported to City: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy) Time: \_\_\_\_\_ (24 hour)

15. Caller Contacted: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy) Time: \_\_\_\_\_ (24 hour)

16. Overflow Started: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy) Time: \_\_\_\_\_ (24 hour)

17. First Responder at Site: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy) Time: \_\_\_\_\_ (24 hour)

18. Overflow Ended: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy) Time: \_\_\_\_\_ (24 hour)

19. Overflow Duration: \_\_\_\_\_ (Decimal Hours)

20. Sewer Agency (Circle All that Apply): FSSD Fairfield Suisun City

21. Weather Conditions (Circle One): Sunny Cloudy Rainy Raining Several Days

Additional Information: \_\_\_\_\_

22. Was overflow associated with a storm event? \_\_\_\_\_ (Yes or No)

23. Estimated Overflow Flow Rate: \_\_\_\_\_ (Gallons per Minute)

Method Used to Estimate: \_\_\_\_\_

24. Estimated Overflow Volume: \_\_\_\_\_ (Gallons)

Method Used to Estimate: \_\_\_\_\_

25. Overflow Volume Recovered: \_\_\_\_\_ (Gallons)



26. Overflow Volume Released: \_\_\_\_\_ (Gallons)

27. Any Fish Kill? \_\_\_\_\_ (Y or N)

**SANITARY SEWER OVERFLOW LOCATION AND DESCRIPTION:**

28. Street Address: \_\_\_\_\_

29. Cross Street: \_\_\_\_\_

\_\_\_\_\_

30. City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

31. County: Solano

32. \* Longitude (Decimal Degrees): \_\_\_\_\_

33. \* Latitude (Decimal Degrees): \_\_\_\_\_

34. Sewer Facility that Overflowed (Circle One):

Manhole      Pipe      Cleanout      Pump Station      Other: \_\_\_\_\_

35. Total number of appearance points \_\_\_\_\_

36. Describe each appearance point

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

---

37. If the Facility was a Pump Station, Specify the Name: \_\_\_\_\_

38. If the Facility was a Pipe, Manhole, or Cleanout, Complete the Following:

	Number	MAP Book Page/Grid
Overflowing MH #:	_____	_____
Upstream MH #:	_____	_____
Downstream MH #:	_____	_____
Cleanout Address:	_____	_____
Pipe Size:	_____	(inches)
Pipe Material:	_____	
Easement Main:	_____	(Y or N)
Private Lateral:	_____	(Y or N)

39. \* Number of Prior Overflows At/Near this Location: \_\_\_\_\_

40. \* Dates of Prior Overflows (attach copies of reports)

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41. Overflow Cause (Circle All that Apply):

Roots	Vandalism	Line Break	High Flow (Surcharge)
Grease	Power Failure	Manhole Failure	Pump Station Failure

Debris                      Construction                      Flood Damage                      Private Lateral

Unknown                      Other (Specify) \_\_\_\_\_

42. Detailed Description of Cause: \_\_\_\_\_

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43. Detailed Description of Actions Taken: \_\_\_\_\_

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44. \* Description of Corrective Measures Taken or Planned: \_\_\_\_\_

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45. List All Personnel Responding To Spill:

I.    Name: \_\_\_\_\_ Title \_\_\_\_\_

II.   Name: \_\_\_\_\_ Title \_\_\_\_\_



III. Name: \_\_\_\_\_ Title \_\_\_\_\_

IV. Name: \_\_\_\_\_ Title \_\_\_\_\_

V. Name: \_\_\_\_\_ Title \_\_\_\_\_

VI. Name: \_\_\_\_\_ Title \_\_\_\_\_

46. Were Disinfection Actions Taken? \_\_\_\_\_ (Y or N)

**47. Required pictures taken (check off):**

- a) Appearance point ☐
- b) Containment ☐
- c) Overflow entering storm drain (if applicable) ☐
- d) Receiving waters (if applicable) ☐
- e) Postings (if applicable) ☐

48. Did the Sanitary Sewer Overflow Enter a Storm Drain? \_\_\_\_\_ (Y or N)

49. Did the Sanitary Sewer Overflow Reach Surface Waters Other Than a Storm Drain? \_\_\_\_ (Y or N)

50. Name or Description of Initial Receiving Waters (If None, State None): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

51. Final Spill Destination (Circle One):

Storm Drain	Captured in Storm Drain
Building/Structure	Yard/Land
Street/Curb & Gutter	Surface Water Impact
Ground Water	No Water Involved
Unknown	

52. \* Name or Description of Final Receiving Waters (If None, State None): \_\_\_\_\_

\_\_\_\_\_

53. Visual Inspection Result of Receiving Waters: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

54. \* Were Receiving Waters State Waters? \_\_\_\_\_ (Y or N)

55. Were Water Samples Taken? (samples must be taken for any volume **50,000 gallons** or greater)  
\_\_\_\_\_ (Y or N) If yes, required samples to be taken are Ammonia and fecal coliform

56. If Yes, Who Took the Samples? \_\_\_\_\_

57. \* If Yes, Describe the Sampling Results: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

58. If the Sanitary Sewer Overflow Did Not Reach Surface Waters, Describe the Final Destination of Sewage:

\_\_\_\_\_

\_\_\_\_\_

59. If there is an Ongoing Investigation: Completion Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy)

Status:                      Open/Active                      Open Enforcement                      Closed

## INITIAL NOTIFICATION

60. Agencies Notified (Check All Notified):

☐ CAL OES

Control Number \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy) Time: \_\_\_\_\_ (24 hour)

61. Name of Person Making Notifications: \_\_\_\_\_

62. Other agencies Notified (Specify):

\_\_\_\_\_  
\_\_\_\_\_

## PUBLIC WARNING

63. Were Signs Posted to Warn of Contamination? \_\_\_\_\_ (Y or N)

64. Number of Signs Posted: \_\_\_\_\_

65. Number of Barricades Placed: \_\_\_\_\_

66. Location of Posting (If Posted): \_\_\_\_\_

67. How Many Days were the Warning Signs Posted? \_\_\_\_\_

## FURTHER INFORMATION

68. \* Debrief Information: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (mm/dd/yy) Time: \_\_\_\_ (24 hour)

69. \* Debrief Participants: \_\_\_\_\_

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70. \* Debrief Results/Action Items: \_\_\_\_\_

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71. \* Results of CCTV Inspection: \_\_\_\_\_

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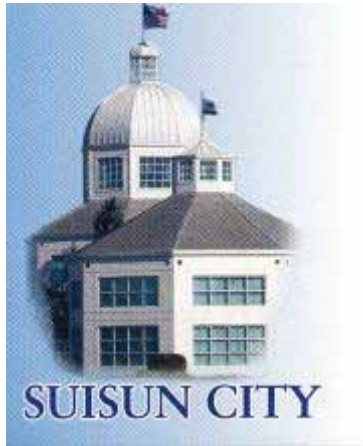
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72. Additional Comments: \_\_\_\_\_

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73. Sketch/Map of the Area of the Spill



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix J: Regional Water Quality Control Board***

#### ***Category 3: 2-Hour Notification Form***

**FEBRUARY 2014**

# CITY OF Suisun City

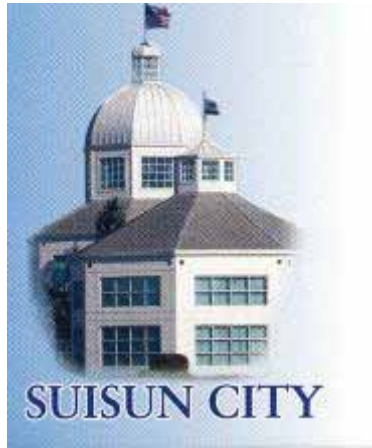
## CATEGORY 3 SEWER OVERFLOW REPORT

### DEFINITION OF CATERGORY 3-

All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.

**Important Note:** If the SSO is greater than 1000 gallons, imminently and substantially endangers human health, reaches surface waters, causes a fish kill or is not fully recovered, contact your supervisor or manager immediately and document SSO on long form.

Agency (check one):	<input type="checkbox"/> Suisun City	<input type="checkbox"/> FSSD	<input type="checkbox"/> Private	MMS WO #	
Person completing form (legible please):					
Reported by (legible please):	Name:			Contact Number:	
Nearest street address to SSO location:	Street Address:			Cross Street:	
When was SSO reported?	Time (24 Hour)		Date	<input type="checkbox"/> Lateral	
Arrival Time?	Time (24 Hour)		Date	<input type="checkbox"/> Main	
When did SSO stop?	Time (24 Hour)		Date		
Estimate total quantity of SSO (actual):	Gallons:		Estimate volume returned to sewer system:	Gallons	
Estimate overflow not recovered	Gallons:				
Number of overflow appearance points (describe all apearence points on work order)					
Where did SSO go? (check one)	<input type="checkbox"/> Street	<input type="checkbox"/> Gutter	<input type="checkbox"/> Storm Drain	<input type="checkbox"/> Other (describe)	
What caused SSO?	<input type="checkbox"/> Roots	<input type="checkbox"/> Grease	<input type="checkbox"/> Debris (paper)	<input type="checkbox"/> Infrastructure (pipe collapse)	
	<input type="checkbox"/> Other (describe):				
How large of area did SSO cover? (Square Feet)					
Pictures Taken	<input type="checkbox"/> Yes	<input type="checkbox"/> NO	If no, explain:		
Did you see any effects caused by SSO? (i.e. fish kill, danger to human health, etc.)	<input type="checkbox"/> Yes		If yes, explain:		
	<input type="checkbox"/> No				
System changes that would prevent SSO in the future?	<input type="checkbox"/> Yes		If yes, explain:		
	<input type="checkbox"/> No				
Please use this area to show math and back of sheet for any additional comments or illistrations:					
Show Math here:					



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix K: Spill Volume Estimation Methods and San Diego Manhole Spill Rate Chart***

**FEBRUARY 2014**



## Appendix K: Spill Volume Estimation Methods & San Diego Manhole Spill Rate Chart

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A variety of approaches exist for estimating the volume of a sanitary sewer spill. This appendix documents the three methods that are most often employed. The person preparing the estimate should use the method most appropriate to the sewer overflow in question and use the best information available.

### **1. Method I: Eyeball Estimate**

The volume of small spills can be estimated using an “eyeball estimate”. To use this method imagine the amount of water that would spill from a bucket or a barrel. A bucket contains 5 gallons and a barrel contains 50 gallons. If the spill is larger than 50 gallons, try to break the standing water into barrels and then multiply by 50 gallons. This method is useful for contained spills up to approximately 200 gallons.

### **2. Method II: Measured Volume**

The volume of most small spills that have been contained can be estimated using this method. The shape, dimensions, and the depth of the contained wastewater are needed. The shape and dimensions are used to calculate the area of the spills and the depth is used to calculate the volume.

Step 1 Sketch the shape of the contained sewage (see Figure C1).

Step 2 Measure or pace off the dimensions.

Step 3 Measure the depth at several locations and select an average.

Step 4 Convert the dimensions, including depth, to feet.

Step 5 Calculate the area in square feet using the following formulas:

Rectangle:       $\text{Area} = \text{length (feet)} \times \text{width (feet)}$

Circle:           $\text{Area} = \text{diameter (feet)} \times \text{diameter (feet)} \times 3.14$

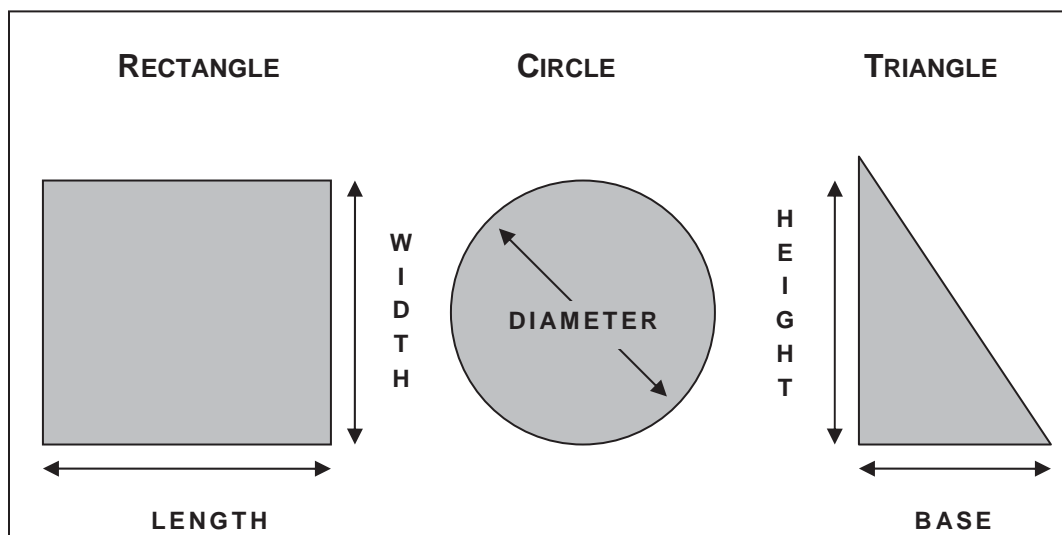
Triangle:         $\text{Area} = \text{base (feet)} \times \text{height (feet)} \times 0.5$

Step 6 Multiply the area (square feet) times the depth (in feet) to obtain the volume in cubic feet.

Step 7 Multiply the volume in cubic feet by 7.5 to convert it to gallons



Figure E-1: Common Shapes and Dimensions



### 3. Method III: Duration and Flowrate

Calculating the volume of larger spills, where it is difficult or impossible to measure the area and depth, requires a different approach. In this method, the separate estimates are made of the duration of the spill and the flowrate. The methods of estimating duration and flowrate are:

**Duration:** The duration is the elapsed time from the time the spill started to the time that the flow was restored.

**Start time:** The start time is sometimes difficult to establish. Here are some approaches:

- Local residents can be used to establish start time. Inquire as to their observations. Spills that occur in rights-of-way are usually observed and reported promptly. Spills that occur out of the public view can go on longer. Sometimes observations like odors or sounds (e.g. water running in a normally dry creek bed) can be used to estimate the start time.
- Changes in flow on a downstream flowmeter can be used to establish the start time. Typically the daily flow peaks are “cut off” or flattened by the loss of flow. This can be identified by comparing hourly flow data during the spill event with flow data from prior days.
- Conditions at the spill site change over time. Initially there will be limited deposits of toilet paper and other sewage solids. After a few days to a week, the sewage solids form a light-colored residue. After a few weeks to a month, the sewage solids turn dark. The quantity of toilet paper and other materials of sewage origin increase over time. These observations can be used to estimate the start time in the absence of other information. Taking photographs to document the observations can be helpful if questions arise later in the process.
- It is important to remember that spills may not be continuous. Blockages are not usually complete (some flow continues). In this case the spill would occur during the peak flow

periods (typically 10:00 to 12:00 and 13:00 to 16:00 each day). Spills that occur due to peak flows in excess of capacity will occur only during, and for a short period after, heavy rainfall.

**End time:** The end time is usually much easier to establish. Field crews on-site observe the “blow down” that occurs when the blockage has been removed. The “blow down” can also be observed in downstream flowmeters.

**Flow Rate:** The flowrate is the average flow that left the sewer system during the time of the spill. There are three common ways to estimate the flowrate:

- The San Diego Manhole Flowrate Chart: This chart, included as Appendix VII-G, shows sewage flowing from manhole covers at a variety of flowrates. The observations of the field crew can be used to select the appropriate flowrate from the chart. If possible, photographs are useful in documenting basis for the flowrate estimate.
- Flowmeter: Changes in flows in downstream flowmeters can be used to estimate the flowrate during the spill.
- Counting Connections: Once the location of the spill is known, the number of upstream connections can be determined from the sewer maps. Multiply the number of connections by 200 to 250 gallons per day per connection or 8 to 10 gallons per hour per connection.


For example: 22 upstream connections x 9 gallons per hour per connection  
                   = 198 gallons per hour / 60 minutes per hour  
                   = 3.3 gallons per minute

**Spill Volume:** Once duration and flowrate have been estimated, the volume of the spill is the product of the duration in hours or days and the flowrate in gallons per hour or gallons per day.

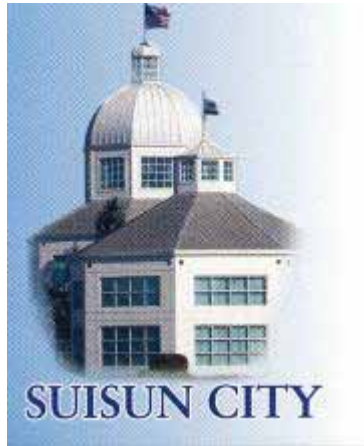
For example:

Spill start time = 11:00  
 Spill end time = 14:00  
 Spill duration = 3 hours  
 3.3 gallons per minute X 3 hours X 60 minutes per hour  
 = 594 gallons

# Manhole Overflow Flowrate Guide

 City of San Diego Metropolitan Wastewater Department	 5 gpm	 25 gpm	 Wastewater Collection Division (619) 654-4160	 50 gpm
 100 gpm	 150 gpm	 200 gpm		
 225 gpm	 250 gpm	 275 gpm		

All photos were taken during a demonstration using metered water from a hydrant in cooperation with the City of San Diego's Water Department.



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix L: Sample Spill Warning Sign***

**FEBRUARY 2014**

**WARNING**  
**SEWAGE SPILL**  
**AREA CLOSED**  
**NO ENTRY**

## **Contaminated Water**

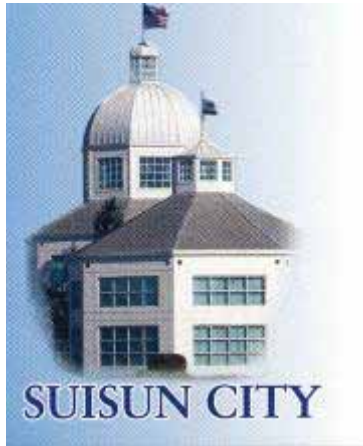
**DO NOT** ingest, wade, swim,  
fish or come into contact.

**Keep children and pets**  
**out of the area.**

Questions concerning exposure, posting and  
clean-up should be directed to:

**City of Suisun City**  
**(707) 421-7349**

**Monday through Friday 8:00 AM – 4:00 PM**



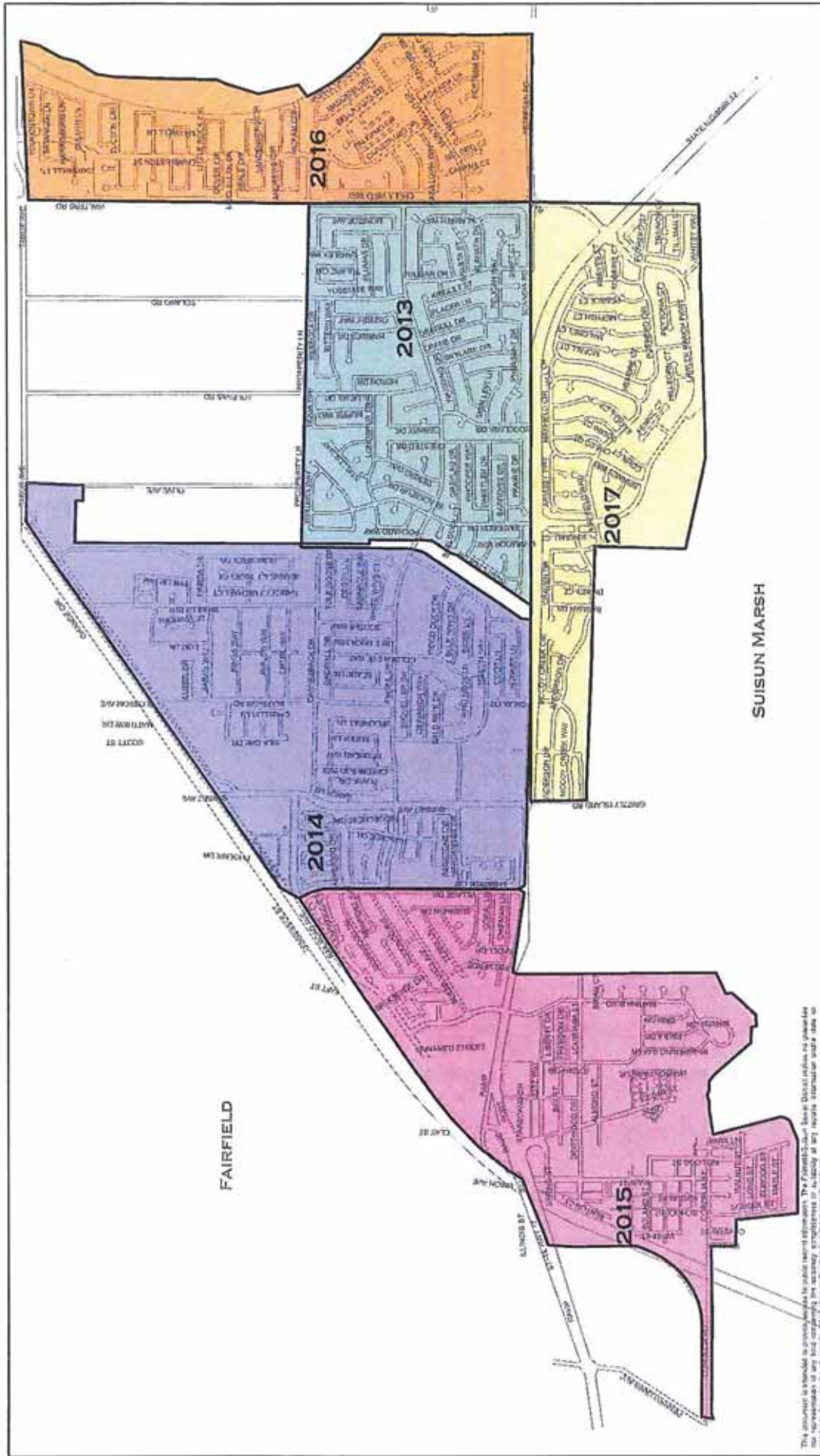
# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix M: Yearly Video Schedule Map – Suisun***

**FEBRUARY 2014**





# **YEARLY VIDEO SCHEDULE MAP - SUISUN**

Revised: April 2013

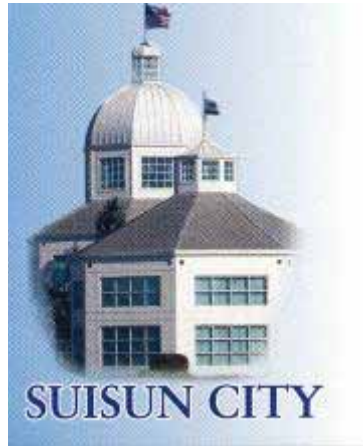
701 Civic Center Boulevard

Suisun City, Solano County, California 94585



The document is intended to provide a general overview of the video schedule. The information is subject to change without notice. The information is provided for informational purposes only and is not intended to be used for any other purpose. The information is provided for informational purposes only and is not intended to be used for any other purpose.

FILE: SC CCTV SCHEDULE.MXD  
LAST UPDATED: 4/10/2013



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix N: Sewer Manhole Inspection Form***

**FEBRUARY 2014**



**FAIRFIELD-SUISUN  
SEWER DISTRICT**

**MANHOLE INSPECTION FORM**

707-435-1790 Fax 707-4291280

DATE \_\_\_\_\_ TIME \_\_\_\_\_ Contractor \_\_\_\_\_

MANHOLE NUMBER \_\_\_\_\_ Foreman \_\_\_\_\_

STREET \_\_\_\_\_ CROSS ST 1 \_\_\_\_\_

EASEMENT (Y/N) \_\_\_\_\_ MATERIAL \_\_\_\_\_ CROSS ST 2 \_\_\_\_\_

MANHOLE COVER DIA \_\_\_\_\_ inches FLOW SPLIT (Y/N) \_\_\_\_\_

WEIR MANHOLE (Y/N) \_\_\_\_\_ DROP CONNECTION MH (Y/N) \_\_\_\_\_

**PHYSICAL DATA**

STORM DRAINAGE (Y/N)	_____	SURFACE AT MH CRACKED (Y/N)	_____
SUBJECT TO RUNOFF (Y/N)	_____	SURFACE MATERIAL (A/C/D/G/T/O)	_____
# OF HOLES THRU COVER	_____	MH BARREL DIA (inches)	_____
DEPTH TO INVERT (FT)	_____	GAS PRESENT (Y/N)	_____
SURCHARGE (Y/N/E)	_____	SURCAHRGE DEPTH (FT)	_____
H2S (Y/N)	_____	H2S LEVEL (PPM)	_____
STEPS (Y/N)	_____	ODOR (Y/N)	_____
MANHOLE BURIED (Y/N)	_____	FLOW MONITOR DEVICE (Y/N)	_____

**MANHOLE STRUCTURAL CONDITION**

FRAME MISALINGNED (Y/N)	_____	FRAME SEALED (Y/N)	_____
FRAME	RISERS	CONE	BARREL
PLATFORM	INVERT	(None/Good/Damaged)	

**DEBRIS:** (None/Light/Medium/Heavy)

SEDIMENT \_\_\_\_\_ ORGANIC \_\_\_\_\_ GREASE \_\_\_\_\_ ROOTS \_\_\_\_\_

**INFILTRATION**

VISIBLE \_\_\_\_\_ EVIDENCE \_\_\_\_\_ (None/Light/Medium/Heavy)

LOCATION \_\_\_\_\_ (Frame/Riser/Cone/Barrel/Bench/Invert)

**VECTOR CONTROL**

CAUSE (R/I) \_\_\_\_\_ BATED (Y/N) \_\_\_\_\_

**PHOTOS**

PICTURES TAKEN (Y/N) \_\_\_\_\_

**COMMENTS**

PICTURE NO. \_\_\_\_\_

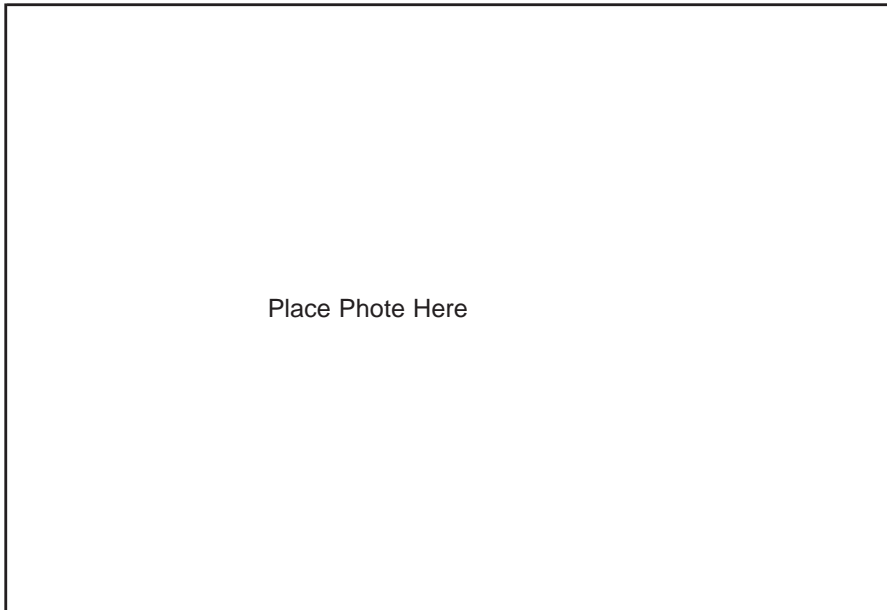
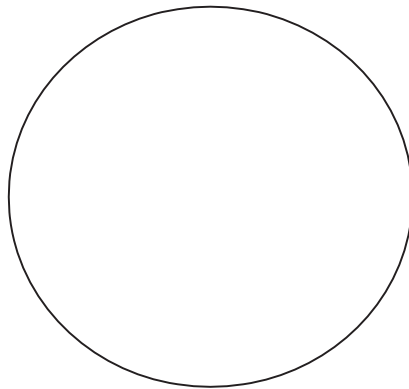
<input type="checkbox"/>	SEAL MH COVER	_____
<input type="checkbox"/>	RAISE MH	_____
<input type="checkbox"/>	BAIT MH	_____
<input type="checkbox"/>	REPAIR MH	_____
	DATE	_____

MATERIALS	SURFACE MATERIALS
BRI - BRICK	A - ASPHALT
BRM - BRICK MORTAR	C - CONCRETE
PRC - PRECAST CONCRETE	D - DIRT
EPX - EPOXY RESIN	G - GRAVEL
FBG - FIBERGLASS	T - TURF
OTH - OTHER	O - OTHER

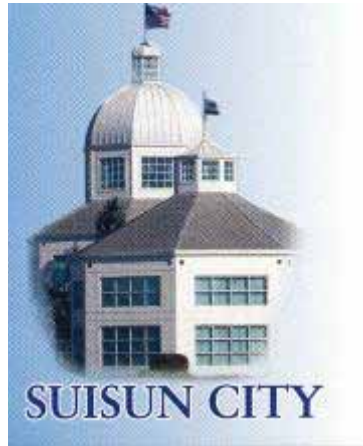
# MANHOLE INSPECTION FORM

MANHOLE NUMBER \_\_\_\_\_

PIPE	SIZE	MATERIAL	DEPTH TO INVERT (ft)	FLOW DEPTH (in)	DEBRIS DEPTH (in)	DROP CONNECTION	COMMENTS



PICTURE NO \_\_\_\_\_



# **City of Suisun City**

## **Sewer System Management Plan**

### ***Appendix O: Sanitary Sewer Master Plan Audit Form***

**FEBRUARY 2014**

Section	Title	Requirement	SSMP Meets Current Requirements?	SSMP Current?	SSMP Implemented?
I	Goals	Reduce, prevent, and mitigate SSOs			
II	Organization	Designate Legally Responsible Official (LRO)			
		Names and phone numbers for key management personnel			
		Names and phone numbers for key administrative personnel			
		Names and phone numbers for key maintenance personnel			
		Chain of communication for reporting SSOs			
III	Legal Authority	Prevent illicit discharges to sanitary sewer system			
		Require sewers and connection be properly designed and constructed			
		Ensure access for inspection, maintenance, and repairs			
		Limit discharge of FOG and debris that may cause blockages			
		Require the installation of grease removal devices			
		Ability to inspect FOG producing facilities			
		Enforce violations of the City ordinances			
IV	O&M Program	Maintain up-to-date maps of the sanitary sewer system			
		Describe routine preventive maintenance program			
		Document completed preventive maintenance using system such as work orders			
		Rehabilitation and replacement plan that identifies and prioritizes sanitary sewer system defects			

Section	Title	Requirement	SSMP Meets Current Requirements?	SSMP Current?	SSMP Implemented?
		Provide regular technical training for sewer system staff			
	<b>O&amp;M Program (cont'd)</b>	Require contractors to provide training for their workers who work in the City's sewer system facilities			
		Maintain equipment inventory			
		Maintain critical spare part inventory			
<b>V</b>	<b>Design and Performance Provisions</b>	Design and construction standards for new sanitary sewer system facilities			
		Design and construction standards for repair and rehabilitation of existing sanitary sewer system facilities			
		Procedures for the inspection and acceptance of new sanitary sewer system facilities			
		Procedures for the inspection and acceptance of repaired and rehabilitated sanitary sewer system facilities			
<b>VI</b>	<b>Overflow Emergency Response Procedures (OERP)</b>	Procedures for the notification of primary responders			
		Procedures for the notification of regulatory agencies			
		Program to ensure appropriate response to all SSOs			
		Proper reporting of all SSOs			
		Procedure to ensure City staff are aware of and follow OERP			
		Procedure to ensure City staff are trained in the OERP procedures			

Section	Title	Requirement	SSMP Meets Current Requirements?	SSMP Current?	SSMP Implemented?
		Procedure to ensure contractor personnel are aware of and follow OERP			
	<b>OERP (cont'd)</b>	Procedure to ensure contractor personnel are trained in the OERP procedures			
		Procedures to address emergency operations such as traffic and crowd control			
		Program to prevent the discharge of sewage to surface waters			
		Program to minimize or correct the impacts of any SSOs that occur			
		Program of accelerated monitoring to determine the impacts of any SSOs that occur			
<b>VII</b>	<b>FOG Control Program</b>	Public outreach program that promotes the proper disposal of FOG			
		Plan for the disposal of FOG generated within the City's service area			
		Demonstrate that the City has allocated adequate resources for FOG control			
		Identification of sanitary sewer system facilities that have FOG-related problems			
		Program of preventive maintenance for sanitary sewer system facilities that have FOG-related problems			
<b>VIII</b>	<b>System Evaluation and Capacity Assurance Program (SECAP)</b>	Identification of elements of the sanitary sewer system that experience or contribute to SSOs caused by hydraulic deficiencies			
		Established design criteria that provide adequate capacity			
		Short term CIP that addressed known hydraulic deficiencies			



Section	Title	Requirement	SSMP Meets Current Requirements?	SSMP Current?	SSMP Implemented?
		Long term CIP that addressed known hydraulic deficiencies			
	<b>SECAP (cont'd)</b>	Procedures that provide for the analysis, evaluation, and prioritization of hydraulic deficiencies			
		The short and long term CIPs include schedules for the correction of each identified hydraulic deficiency			
<b>IX</b>	<b>Monitoring, Measurement, and Program Modifications</b>	Maintain relevant information to establish, evaluate, and prioritize SSMP activities			
		Monitor implementation of the SSMP			
		Measure, where appropriate, performance of the elements of the SSMP			
		Assess success of the preventive maintenance program			
		Update SSMP program elements based on monitoring or performance			
		Identify and illustrate SSO trends			
<b>X</b>	<b>SSMP Program Audits</b>	Conduct periodic audits			
		Record the results of the audit in a report			
		Record the changes made and/or corrective actions taken			
<b>XI</b>	<b>Communications Program</b>	Communicate with the public regarding the preparation of the SSMP			
		Communicate the public regarding the performance of the SSMP			
		Communicate with tributary or satellite sewer systems			