



**BUILDING AND DEVELOPMENT
SERVICES DEPARTMENT**

411 Main Street – 2nd Floor
P.O. Box 3420
Chico, CA 95927
<http://www.ci.chico.ca.us>

BUILDING
(530) 879-6700
Fax (530) 895-4726

ENGINEERING
(530) 879-6900
Fax (530) 895-4899

DEVELOPMENT ENGINEERING QUARTERLY NEWSLETTER
OCTOBER 2008

Welcome to the 8th edition of the Development Engineering Newsletter! Development Engineering is a division within the Building and Development Services Department (BDS) and creates these bulletins to keep local consultants up-to-date on changes and improvements the City is making within the sphere of development. The next newsletter is scheduled for the end of September.

Keep Chico Clean

In the past few years, larger developments have been the focus for preventing polluted rainfall from leaving construction sites. It is important that smaller scale projects (property owners and contractors) also do their part in the prevention of polluted rainfall from project sites. The City of Chico Sewer and Storm Water Division has a brochure particularly appropriate for small development property owners, and their contractors. Please visit the "Keep Chico Clean" website to access this brochure: <http://www.keepchicoclean.org/nodes/howto/>

City of Chico Leaf Pick-up Program

The City's Leaf Pick-Up Program has not yet started and leaves placed in the street at this time are a violation of the Chico Municipal Code. The City of Chico General Services Department (GSD) will provide notification when the program officially begins. Depending on weather and leaf drop conditions, the start of the Leaf Pick-Up Program is mid to late October and ends in January. Look for this notification in the local newspapers, the City's website, and TV/radio news broadcasts. Please pass on the word and questions can be directed to GSD at 894-4200.

Miscellaneous Design Standards & Policies

• *Storm Water Pollution Prevention Plan Inspections*

The City's National Pollutant Discharge Elimination System (NPDES) Phase II General Permit declares the City of Chico responsible for reductions and/or eliminations of sediment and pollution entering into the storm drainage system. City construction inspectors regularly monitor and inspect the conditions of all projects for compliance. Recently, request was made from the local developers to transfer weekly inspections from the City inspectors to the developer. There have been agreements made on both sides and as a result, the City has prepared a City Storm Water Pollution Prevention Plan Inspection Reporting worksheet for review and discussion. The document is included as Attachment A of this newsletter and a meeting has been scheduled for consideration. Refer to the "Next Scheduled Meeting" section of this newsletter for additional details.

• *CODE CHANGE – Chapter 15.50, Storm Water Management and Discharge Controls*

The City Council adopted this ordinance on October 7, 2008. It will go into effect on November 6, 2008 and will be available online, as part of the Chico Municipal Code. For those of you that didn't see the draft ordinance in the March 2008 newsletter, we will make copies available during the October 27th SWPPP Inspections meeting.

• *Benchmarks*

Be aware when using benchmarks to obtain vertical datum consistent with the City of Chico. If there is no elevation stamped on the benchmark, then the marker has not been tied into the City's datum. This is especially true with recently set control.

• *Call Before You Dig*

Make sure you are using the correct phone numbers on improvement plans within the City of Chico. Use the City of Chico Municipal Service Center General phone number (530)894-4200 at least 72 hours in advance of starting work to allow the marking of City owned facilities (sewer and storm drain). For all other utilities, call the USA North hotline at 1-800-227-2600 a minimum of 48 hours prior to excavation.

• *August Meeting Results – Street Lights and New Plan Requirements*

Thanks to those of you who participated in the meeting on August 4th. There were several items that came out of the discussion. One of which is the importance for getting the design bulletins back on line. While the City is working on the new Design Improvement Standards, the design bulletins will provide a way to maintain consistent design information and requirements that are not found in Title 18R of the Chico Municipal Code. Development Engineering has been updating the design bulletins and many of them are now accessible online at: http://www.ci.chico.ca.us/Building_Development_Services/DevEng/Design_Bulletin.asp

More specifically, view the Design Bulletins 3.1.2 (New Construction Notes), 3.5.3 (Truncated Domes), and 3.6.1 (Street Lights) that resulted from the meeting and contain information that can't be found in Title 18.R.

General Plan Update

- *Land Use Alternatives*

The Planning Commission finalized its recommendation to Council on a preferred Land Use Alternative at its September 18th meeting. The Commission's recommendation will be presented to Council at its October 7th meeting with input from City staff and the General Plan consultant. At the October 7th meeting, the Council is scheduled to conduct a public hearing, consider the Planning Commission recommendation, and ultimately select a preferred Land Use Alternative for further analysis through the General Plan Update, environmental analysis, and Public Facilities Finance Plan. It is anticipated that there will be a need for a subsequent meeting to finalize Council's decision, which will be held on October 21st.

- *General Plan Advisory Council (GPAC)*

GPAC meetings will resume on October 22nd following Council selection of a preferred Alternative. The GPAC will consider key General Plan policy questions, and provide guidance to the General Plan Team in developing draft policies.

- *Housing Element*

The Housing and Neighborhood Services Department continues to sponsor symposiums on specific housing strategies throughout the fall as the Housing Element is prepared. The next symposium is scheduled for November 10th, "Inclusionary Housing" from noon until 1:30 in CR 1 of the Council Chambers.

All of the meeting notes and documents related to the General Plan Update area available on the General Plan website: <http://www.chicogeneralplan.com>. For questions, contact Principal Planner Brendan Vieg at 879-6806.

New Assistant City Manager

City Manager Dave Burkland has announced the selection of John Rucker for the position of Assistant City Manager, subject to confirmation by the City Council on October 21st. Mr. Rucker has been with the City of Chico for the past 20 years; most recently as a Captain in the Chico Police Department. As Police Captain, he helped manage the \$22 million police department budget and is responsible for managing numerous personnel within the police department. Mr. Rucker has a Masters Degree in Public Administration from CSU, Chico and is currently working part-time as an instructor in the University's Political Science Department.

Next Scheduled Meeting - SWPPP

****ATTENTION LOCAL DEVELOPERS AND ENGINEERS****

Please attend an important discussion regarding storm water pollution prevention plans and City requirements for in place BMP's and inspection reporting. The meeting is scheduled for October 27th in Conference Room 2 of the City Council Chambers from 2:30 to 4:00 pm. For questions, email Amie McAllister at amcallis@ci.chico.ca.us.

Future Meetings

If you have any suggestions on a topic for a future meeting please let us know! Contact Amie McAllister at 879-6911 or amcallis@ci.chico.ca.us for suggestions.

Attachments:

Attachment A – Draft City Storm Water Pollution Prevention Plan (SWPPP) Inspection Reporting

**CITY STORM WATER POLLUTION PREVENTION PLAN (SWPPP)
INSPECTION REPORTING**

State mandate ...

The City's *State of California National Pollutant Discharge Elimination System (NPDES) Phase II General Permit* declares the City of Chico responsible for reductions in and/or elimination of sediment and pollution entering into the City's storm drain system.

City will require ...

Beginning October 15, 2008, the City will require a copy of the Storm Water Pollution Prevention Plan (SWPPP) inspection log for the previous week's activities.

Does this apply to my project ...

An inspection log is required for all projects that require a SWPPP or have been issued a Waste Discharge Identification number. Preparation and weekly deliveries of inspection logs to the City will continue until the project is issued a Notice of Termination.

Who is qualified to do inspections ...

At this time the Property Owner(s) or their Designee are qualified to perform inspections.

Developer benefits ...

Although City Construction Inspector staff will continue to perform spot inspections on projects prior to and during storm events, it is intended that these weekly inspection logs will reduce City billings by not requiring City Construction Inspector staff to make weekly site visits to review the SWPPP.

How do I comply ...

Follow the 4 Easy Steps.

STEP #1 - MONITOR ...

The City's Best Management Practices (BMP) detail measures intended to reduce and/or eliminate sediment and pollutants from entering into the City's storm drain system. Monitoring consists of visual inspection to ensure that BMPs are implemented and maintained in accordance with the SWPPP. Regular inspections would include but are not limited to the following:

General Items

- Note the location of activity (e.g., outdoor vs. indoor, concrete vs. grass).
- Verify the use of employee education programs for the various activities.
- BMPs for any chemicals or fuels not addressed in the SWPPP must be developed.
- Verify waste disposal practices (e.g., recycle vs. hazardous waste bins).
- Verify the adequacy of trash receptacles.
- Examine the integrity and use of containment structures.
- Look for evidence of spills and any resulting clean-up efforts (e.g., supplies of spill cleanup materials).

Specific Erosion/Sediment BMPs

- *Are BMP control devices constructed and installed properly?* The SWPPP should include references and/or detailing the construction and installation of BMPs for structural erosion, vegetative erosion, and sediment control devices. Have BMPs been constructed and installed in compliance with the SWPPP?
- *Are BMP control devices properly located?* The SWPPP shows specific locations for the BMPs to be installed. Have BMPs been installed at location(s) in accordance with the SWPPP? Erosion controls should be installed as soon as practical after an area becomes inactive, and before the onset of a storm event.
- *Are BMPs being properly maintained?* Maintenance of erosion and sediment control BMPs is critical. The capacity of sediment control devices must be restored prior to the next storm event.
- *Are inspections being made during storm events?* Actual observations during storm events provide clear evidence as to whether the BMPs are operating as planned.
- *Are the BMPs effective?* Are sediments present behind or within the control devices as opposed to downstream of the BMPs or project site? Has erosion occurred in stabilized areas as a result of a storm event?
- *Are all releases or spills being documented?* It is essential to record any releases or spills as these incidents or a history of recurring incidents may provide valuable insight into necessary BMP modifications.
- *Are BMPs being modified to improve their effectiveness and/or correct problems?* It is important to understand that BMPs and SWPPP do not always remain static as original proposed. BMPs and SWPPP can adapt and evolve with the goal of reductions in and/or elimination of sediment and pollution entering into the City's storm drain system.
- *Are site drainage patterns being changed?* If the site has undergone additional grading which results in changes to drainage patterns, will changes necessitate either adjustments to or reconfiguration of existing BMPs? Are new and/or additional BMP's needed?
- *Are disturbed areas being stabilized as quickly as possible after completion of construction activities?* All disturbed areas, either active or inactive construction areas, are to be stabilized as soon as practical. Inactive areas are defined as those areas in which no planned construction activities are planned for periods of 30 days or longer. If however, construction, climatological, or other site conditions do not allow stabilization, the SWPPP should define alternative approaches. Are there areas in need of stabilization?

STEP #2 - MAINTENANCE ...

The site shall be inspected on a regular basis as well as both during and after any storm event which generates stormwater runoff to determine the general condition of the BMPs and maintenance requirements. The City may also inspect the site on a routine basis to verify the maintenance performed on the systems. Any and all maintenance related to a storm event should be completed within 48 hours of that storm event. Regular maintenance activities should include but are not limited to the following:

- Removal of sediment from barriers and sedimentation devices.
- Repair/replace worn or damaged silt fence fabrics.
- Repair/replace damaged structural controls.
- Repair damaged soil stabilization measures.
- Control maintenance as defined in BMP fact sheet.

STEP #3 - DOCUMENT ...

Inspection logs are the accepted means by which an inspector documents ongoing monitoring and maintenance activities. While written documentation is considered acceptable, the addition of photographs can be an effective means of providing further illustration to the inspection logs. In addition, records of normal maintenance activities, general Good Housekeeping activities, and any other actions taken may provide the only evidence that the inspector has implemented BMPs to fulfill City/State obligations.

STEP #4 - SUBMIT INSPECTION LOGS ...

On a weekly basis, deliver a copy previous week's inspection log to the City Building and Development Services Department (2nd Floor, City Hall, 411 Main Street) or to a City Construction Inspector Staff member.

Questions ...

Procedural questions, call Matt Johnson at 879-6910. Technical questions, call Richard Burgi at 879-6950.