

# MENDOCINO COUNTY ENCROACHMENT PERMIT WATER POLLUTION CONTROL PLAN TEMPLATE

## INTRODUCTION

In compliance with the Mendocino County Stormwater Runoff Pollution Prevention Procedure (County Ordinance No. 4313) (Mendocino County Code 16.30 et. seq.), and the State Water Resources Control Board Phase II Small Municipal Separate Storm Sewer System (MS4) General Permit, the Mendocino County Department of Transportation requires Encroachment Permit Applicants to complete and submit a Water Pollution Control Plan (WPCP) for all projects located within the MS4 Permit area of Ukiah or Fort Bragg. The Department of Transportation may require Encroachment Permit Applicants to submit a WPCP for any project within the County right of way which will or may result in pollutants entering the storm drainage system or Waters of the U.S.

The following template has been provided to aid Encroachment Permit Applicants in the preparation of a WPCP and to ensure that all WPCPs prepared and submitted to the Department of Transportation are consistent. Please provide information for the following sections and submit the completed WPCP with a completed Encroachment Permit Application.

## A. PROJECT CONTACT INFORMATION

### Instructions

Provide the following contact information.

1. Project Name: \_\_\_\_\_  
 Project Site Address: \_\_\_\_\_  
 Project Contact Name: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Emergency Phone Number: \_\_\_\_\_
  
2. WPCP Prepared For:  
 Agency Name: County of Mendocino Department of Transportation  
 Mailing Address: 340 Lake Mendocino Drive, Ukiah, CA 95482  
 Contact Name: James Linderman Telephone: 707-463-4075
  
3. WPCP Submitted By:  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_
  
4. WPCP Prepared By:  
 Business Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_
  
5. WPCP Preparation Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

FOR OFFICIAL USE ONLY (To be completed by County Personnel)		
Submittal Date	Encroachment Permit No.	MS4 AREA: Ukiah Fort Bragg
Received by		Date

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## B. PROJECT DESCRIPTION

### Instructions

Provide the following project information.

1. Detailed Project Description: Indicate type(s) of work to be performed and equipment that will be used.

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2. Schedule of Construction Activities:

Estimated Project Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Number of Work Days: \_\_\_\_\_

Estimated Project Completion Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

***NOTE: Please be aware that the Department of Transportation may restrict projects that involve soil disturbance to the dry season (April 15<sup>th</sup> to October 15<sup>th</sup>)***

3. Identify all **potential** pollutants related to project activities: (check all that apply)

<input type="checkbox"/> Sediment	<input type="checkbox"/> Organic Compounds
<input type="checkbox"/> Concrete/Asphalt	<input type="checkbox"/> Trash/Debris
<input type="checkbox"/> Hydrocarbons/Metals	<input type="checkbox"/> Other: _____

4. Identify how storm water runoff will leave the project site: (check all that apply)

Remain on-site, or flow indirectly to waters of the U.S.

Storm Drain System

Directly to waters of the U.S. (e.g. stream, river, lake, bay, ocean)

Name/Description of receiving water \_\_\_\_\_

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5. If project will involve grading, list all applicable permits including permit number directly associated with the grading activity: Any applicant whose project is subject to permits from other agencies (State, Federal, or Local) shall be responsible for obtaining all necessary permits required by those agencies and shall comply will all provisions of those permits as well as all provisions of an encroachment permit.

Permit \_\_\_\_\_ No. \_\_\_\_\_

Permit \_\_\_\_\_ No. \_\_\_\_\_

Permit \_\_\_\_\_ No. \_\_\_\_\_

Permit \_\_\_\_\_ No. \_\_\_\_\_

## C. CONSTRUCTION SITE BEST MANAGEMENT PRACTICES (BMPs)

### 1. Instructions

To prevent the discharge of construction related waste, debris, and contaminants from entering the storm drainage system, select from the following checklist all applicable BMPs that shall be implemented for the project. **BMPs must be selected for each of the potential pollutants identified in Section B.3.** (page 2 of this document)

***IMPORTANT:*** *If applicant's project requires a permit from Mendocino County Planning and Building Services, applicant shall select BMPs and provide a site plan showing the locations of all BMPs for the ENTIRE project site.*

BMP Name	BMPs Listed in County Stormwater Ordinance <sup>(1)</sup>	Project-Specific BMPs Selected by Applicant/Contractor (Check all that apply)
<b>TEMPORARY SOIL STABILIZATION</b>		
• Scheduling Construction Activities	X	
• Preservation of Existing Vegetation, Soil, and Natural Features	X	
• Drainage Swales, Lined Ditches and Earth Dikes	X	
• Hydraulic Mulch	X	
• Hand Seeding		
• Hydroseeding	X	
• Soil Binders		
• Straw Mulch	X	
• Geotextiles, Plastic Covers, and Erosion Control Blankets/Mats	X	
• Wood Mulch	X	
• Outlet Protection/Velocity Dissipation Devices		
• Slope Drains		
• Streambank Stabilization		
• Other:		

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BMP Name	BMPs Listed in County Stormwater Ordinance <sup>(1)</sup>	Project-Specific BMPs Selected by Applicant/Contractor <i>(Check all that apply)</i>
<b>TEMPORARY SEDIMENT CONTROL</b>		
• Storm Drain Inlet Protection (gravel bags, inserts, fiber rolls)	X	
• Silt Fence	X	
• Fiber Rolls	X	
• Sediment Trap or Sediment Basin (retain sediment on site)	X	
• Gravel Bag Berm		
• Check Dam		
• Straw Bale Barrier		
• Sandbag Barrier		
• Street Sweeping and Vacuuming		
• Other:		
<b>WIND EROSION CONTROL</b>		
• Wind Erosion Control	X	
<b>TRACKING CONTROL</b>		
• Stabilized Construction Exits	X	
• Stabilized Construction Roadways		
• Construction Site Entrance/Exit Tire Wash		
<b>NON-STORM WATER MANAGEMENT</b>		
• Illicit Connection/Illegal Discharge Detection and Reporting		
• Vehicle and Equipment Cleaning	X	
• Vehicle and Equipment Fueling	X	
• Vehicle and Equipment Maintenance		
• Water Conservation Practices		
• Dewatering Operations		
• Paving and Grinding Operations		
• Temporary Stream Crossing		
• Clean Water Diversion		
• Potable Water/Irrigation		
• Pile Driving Operations		
• Concrete Curing		
• Concrete Finishing		
• Material and Equipment Use Over Water		
• Structure Demolition/Removal Over or Adjacent to Water		

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BMP Name	BMPs Listed in County Stormwater Ordinance <sup>(1)</sup>	Project-Specific BMPs Selected by Applicant/Contractor <i>(Check all that apply)</i>
<b>WASTE MANAGEMENT AND MATERIALS POLLUTION CONTROL</b>		
• Material Delivery and Storage	X	
• Material Use	X	
• Stockpile Management	X	
• Spill Prevention and Control	X	
• Solid Waste Management	X	
• Concrete Waste Management	X	
• Hazardous Waste Management	X	
• Contaminated Soil Management		
• Sanitary/Septic Waste Management	X	
• Liquid Waste Management	X	
<sup>(1)</sup> Implementation depends on applicability to a project, BMPs shall be selected and scaled appropriately for project size and type.		

2. Provide rationale for each of the BMPs selected above. Attach additional sheets as needed.

BMP Selected

Rationale for Selected BMP


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## D. SITE PLAN

- A site plan showing the location of all construction site BMPs has been prepared as a separate document and is attached to this document.
- The location of all construction site BMPs are shown on the site plan below.
- Site plan not required (For Annual Encroachment Permit Only)

**Please Sketch Project Site Plan Showing All BMP Locations and North Arrow**

