



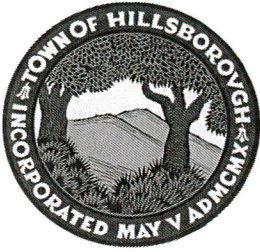
Town of Hillsborough

Stormwater Pollution Prevention FY 2015-2016 Annual Report



September 30, 2016

**Town of Hillsborough
1600 Floribunda Ave
Hillsborough, CA 94010-6418**



TOWN OF HILLSBOROUGH

Department of Public Works
1600 Floribunda Avenue
Hillsborough, CA 94010-6418
Phone 650-375-7444

September 30, 2016

Mr. Bruce H. Wolfe
Executive Officer
San Francisco Bay Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

Subject: **Town of Hillsborough**
FY 2015-16 Urban Runoff Prevention Pollution Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by the Town of Hillsborough pursuant to Permit Provision C.17.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2015-0049, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of compliance activities conducted during FY 2015-16 and related accomplishments.

Please contact Natalie Asai or Ali Hatefi at 650-375-7444 regarding any questions or concerns.

Very truly yours,

Paul Willis, P.E., QSD/QSP
Director of Public Works / City Engineer

Town of Hillsborough
FY 2015-16 ANNUAL REPORT

Certification Statement

"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 ensure 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."

Signature of Duly Authorized Representative:



9/27/16

Paul Willis, P.E., QSD/QSP

Date

Director of Public Works / City Engineer

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Section 1 – Permittee Information

| Background Information | | | | |
|--|-----------------------------|------------------|--------------------|--|
| Permittee Name: | Town of Hillsborough | | | |
| Population: | 10,825 per Census 2010 | | | |
| NPDES Permit No.: | CAS612008 | | | |
| Order Number: | R2-2015-0049 | | | |
| Reporting Time Period (month/year): | July 2015 through June 2016 | | | |
| Name of the Responsible Authority: | Paul Willis, P.E., QSD/QSP | | Title: | Director of Public Works / City Engineer |
| Mailing Address: | 1600 Floribunda Avenue | | | |
| City: | Town of Hillsborough | Zip Code: | 94010 | County: San Mateo |
| Telephone Number: | 650 375 7444 | | Fax Number: | 650 548 0859 |
| E-mail Address: | pwillis@hillsborough.net | | | |
| Name of the Designated Stormwater Management Program Contact (if different from above): | Ali Hatefi | | Title: | Assistant Engineer II |
| Department: | Public Works Department | | | |
| Mailing Address: | 1600 Floribunda Avenue | | | |
| City: | Town of Hillsborough | Zip Code: | 94010-6418 | County: San Mateo |
| Telephone Number: | 650 375 7444 | | Fax Number: | 650 548 0859 |
| E-mail Address: | ahatefi@hillsborough.net | | | |

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation
 Highlight/summarize activities for reporting year:

Summary: The Town of Hillsborough encompasses a rural geography that is zoned single-family residence, which requires different methods of maintenance when compared to common methods used in urbanized areas. The Town does not have typical streets or roads compared to other public agencies, but the Town responds diligently to all municipal operations. Town residents are responsible for maintaining curb/gutters and parking strip areas free of debris per the Town's Municipal Code.

The Town implemented a site-specific Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard on July 1, 2010 and continues to update as necessary. The SWPPP includes, but is not limited to, municipal vehicle maintenance, debris removal from catch basins and material storage facilities to comply with water quality standards. The Town diligently continues to prevent potential pollution by implementing BMPs in maintenance practices.

The Town conducts regular storm drain inlet inspections and cleaning, both pre-winter and regularly throughout the winter season. In FY 15-16, the Town removed 140 cubic yards of leaves; 193 cubic yards of trash by inspecting and cleaning storm drains, cross culverts, conduits and/or storm drain inlets. These total of 193 cubic yards were achieved by inspecting 445 storm drains, 1640 culverts and/or storm drain inlets and cleaning 320 of these storm drains and 1575 culverts.

Refer to the C.2 Municipal Operations section of the Program's FY 15-16 Annual Report for a description of activities implemented at the countywide and/or regional level.

C.2.a. ► Street and Road Repair and Maintenance

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

| | |
|---|--|
| Y | Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater |
| Y | Control of concrete slurry and wastewater, asphalt, pavement cutting, and other street and road maintenance materials and wastewater from discharging to storm drains from work sites. |
| Y | Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work. |

Comments: Town residents remove debris along their frontages. To help supplement cleanup, after events such as storms, the Town purchased a Street Sweeper in 2015. The Town's sweeping efforts cover peak events, and does not eliminate an owner's responsibility.

The Town also uses Street Sweeper during the street and road repair and maintenance activities. This sweeper is equipped with sweeping and vacuum functions which help pollution prevention.

All debris and waste materials related to street and road repair and/or maintenance are collected and disposed of at the corporation yard in waste containers, which are then transported to an approved facility by the Town contracted refuse company. The Caltrans Stormwater Quality Handbook Maintenance Staff Guide and the California Stormwater Quality Association Stormwater Best Management Practice Handbook is available for Town staff and contractors to use for all related capital street/road improvement projects and maintenance activities.

C.2.b. ► Sidewalk/Plaza Maintenance and Pavement Washing

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

| | |
|-----------|---|
| NA | Control of wash water from pavement washing, mobile cleaning, pressure wash operations at parking lots, garages, trash areas, gas station fueling areas, and sidewalk and plaza cleaning activities from polluting stormwater |
|-----------|---|

| | |
|-----------|--|
| NA | Implementation of the BASMAA Mobile Surface Cleaner Program BMPs |
|-----------|--|

Comments: The Town's roadways predominantly do not have traditional sidewalks with curbs and gutters. As a result, sidewalk maintenance is not required. At the Town's limited number of rolled curb/gutters, collection of street debris is done on an as-needed basis. The Town residents are responsible for cleaning and disposing of leaves and street debris within the rolled curb and gutters along their property frontage. Parking strips are maintained by property owners. However, the parking strips throughout the Town are primarily composed of interlocking pavers, decomposed granite, or turf blocks, which serve as drainage systems that filter stormwater runoff prior to discharge into the storm drain system. The Town maintenance staff responds diligently if a lack of maintenance becomes a nuisance to the public.

C.2.c. ► Bridge and Structure Maintenance and Graffiti Removal

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

| | |
|----|--|
| Y | Control of discharges from bridge and structural maintenance activities directly over water or into storm drains |
| Y | Control of discharges from graffiti removal activities |
| Y | Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities |
| NA | Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal |
| Y | Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities. |
| NA | Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities. |

Comments: The Town does not conduct bridge or structural maintenance activities directly over water or into storm drains. All graffiti removal activities on public facilities are done in-house by the Town staff trained in the proper capture and disposal of graffiti removal wastes. During the FY 15-16 reporting year, neither graffiti removal nor bridge and structural maintenance were conducted within or near waterways. If needed, the Town staff follows the BASMAA's Pollution from Surface Cleaning guidelines.

| C.2.e. ► Rural Public Works Construction and Maintenance | | | |
|--|--|---|-----|
| Does your municipality own/maintain rural ¹ roads: | | X | Yes |
| | | | No |
| If your answer is No then skip to C.2.f. | | | |
| Place a Y in the boxes next to activities where applicable BMPs were implemented. If not applicable, type NA in the box and provide an explanation in the comments section below. Place an N in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken. | | | |
| Y | Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas | | |
| Y | Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources | | |
| Y | No impact to creek functions including migratory fish passage during construction of roads and culverts | | |
| Y | Inspection of rural roads for structural integrity and prevention of impact on water quality | | |
| Y | Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion | | |
| Y | Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate | | |
| Y | Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings | | |
| Comments including listing increased maintenance in priority areas: The Town owns nine open space areas, some of which have unpaved fire and utility roads. In coordination with a vegetation management project to reduce fire risk in Town-owned open spaces, the Town inspected and improved the fire and utility roads as needed to reduce erosion, correct slope, and reduce runoff impacts. | | | |

¹Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

C.2.f. ► Corporation Yard BMP Implementation

Place an **X** in the boxes below that apply to your corporations yard(s):

| | |
|-------------------------------------|---|
| <input type="checkbox"/> | We do not have a corporation yard |
| <input type="checkbox"/> | Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit |
| <input checked="" type="checkbox"/> | We have a Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s) |

Place an **X** in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

| | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment |
| <input checked="" type="checkbox"/> | Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system |
| <input checked="" type="checkbox"/> | Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method |
| <input checked="" type="checkbox"/> | Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used |
| <input checked="" type="checkbox"/> | Cover and/or berm outdoor storage areas containing waste pollutants |

Comments: The Town has a SWPPP and follows its SWPPP during its Corp Yard inspections. The Town staff in FY 15-16, every month inspected following locations at the Corp Yard: Sewer lift station, Wash racks, Dumpster areas, Outdoor storage areas, Hazardous material storage, Fuel dispensing area, and Catch basins throughout the Corp yard. These inspections confirmed that no discharge of sewage and wash water occurred; all trash and green waste are contained in dumpsters as required; catch basins were cleaned and not clogged by and trash and storage areas were orderly with all containers properly capped and sealed. The Corporation Yard drainage was confirmed to be running properly with no discharge and the catch basins were free of non-stormwater discharge. Detailed inspection findings and follow-up if needed are listed month by month in the Table below.

If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:

| Corporation Yard Name | Inspection Date (1x/year required) | Inspection Findings/Results | Follow-up Actions |
|---------------------------------------|--|--|---|
| Town of Hillsborough Corporation Yard | July 29, 2015 | All area of the Town's Corp Yard in compliance | Cleaned outdoor storage area on July 23, 2015. Hazardous Material Storage was cleaned and organized on July 9, 2015. |
| Town of Hillsborough Corporation Yard | August 26, 2015 | All area of the Town's Corp Yard in compliance | Cleaned and organized outdoor storage area on August 3, 2015. |

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C.2 – Municipal Operations

| | | | |
|---------------------------------------|--------------------|--|---|
| Town of Hillsborough Corporation Yard | September 28, 2015 | All area of the Town's Corp Yard in compliance | Cleaned dumpster area (vacuumed out wash pit and debris area) on September 13, 2015. Also cleaned Catch basin located at the west side of the yard on September 14, 2015. |
| Town of Hillsborough Corporation Yard | October 22, 2015 | All area of the Town's Corp Yard in compliance | Cleaned up around the dumpster on October 8, 2015. Hazardous Material Storage was cleaned and organized on October 8, 2015. Also cleaned Catch basin located at the west side of the yard on October 8, 2015. |
| Town of Hillsborough Corporation Yard | November 24, 2015 | All area of the Town's Corp Yard in compliance | Cleaned up around the dumpster. Hazardous Material Storage was cleaned and organized. Also cleaned Catch basin located at the west side of the yard. |
| Town of Hillsborough Corporation Yard | December 16, 2015 | All area of the Town's Corp Yard in compliance | Cleaned up around the dumpster area on December 9, 2015. Cleaned catch basins on December 9, 2015. |
| Town of Hillsborough Corporation Yard | January 21, 2016 | All area of the Town's Corp Yard in compliance | Vacuumed wash pit on January 13, 2016. Also cleaned Catch basin on January 13, 2016. |
| Town of Hillsborough Corporation Yard | February 24, 2016 | All area of the Town's Corp Yard in compliance | Vacuumed out drain in dumpster area and also wash rack. |
| Town of Hillsborough Corporation Yard | March 29, 2016 | All area of the Town's Corp Yard in compliance | Vacuumed wash rack on March 16, 2016. Cleaned outside storage area on March 28, 2016. |
| Town of Hillsborough Corporation Yard | April 20, 2016 | All area of the Town's Corp Yard in compliance | Cleaned dumpster area around the debris box. |

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C.2 – Municipal Operations

| | | | |
|---------------------------------------|---------------|--|--|
| Town of Hillsborough Corporation Yard | May 24, 2016 | All area of the Town's Corp Yard in compliance | Cleaned dumpster area on May 24, 2016. Vacuumed out catch basins on May 24, 2016. |
| Town of Hillsborough Corporation Yard | June 28, 2016 | All area of the Town's Corp Yard in compliance | Cleaned dumpster area. |

Section 3 - Provision C.3 Reporting New Development and Redevelopment

**C.3.a. ► New Development and Redevelopment Performance
Standard Implementation Summary Report**

(For FY 15-16 Annual Report only) Provide a brief summary of the methods of implementation of Provisions C.3.a.i.(1)-(8).

Summary:

1. The Town has legal authority to implement Provision C.3 through its Storm Water Management and Discharge Control Ordinance. This ordinance broadly covers elimination of non-stormwater discharges, control of discharges from spills, dumping, or disposal of materials, and reduction of pollutants in stormwater discharges to the maximum extent practicable, to the municipal separate storm water system. The Town is in a process of updating its Storm Water Management and Discharge Control Ordinance 13.50 to reflect changes per new NPDES permit. LID requirements and project size thresholds for new development and redevelopment are addressed, implemented, and enforced through the Town's Standard Conditions of Approval and the development review and approval processes.
2. The Town reviews projects during planning application stages to make a determination to see if project is regulated project and applicability of Provision C.3. If applies, these requirements are enforced through the development review process and conditions of approval. During the project application review, information collected and reviewed for compliance using the following standard checklist: (a) NPDES Permit Impervious Surface Data Collection Worksheet and (b) Stormwater Checklist for Small Projects.
3. A CEQA Initial Checklist (Environmental Checklist Form) is prepared for the specific project when a planning application is submitted. The standard State CEQA Initial Study Checklist and SMCWPPP guidance for CEQA review are utilized when considering potential storm water runoff impacts from the project. Permanent storm water quality controls and hydromodification measures if applicable are incorporated in CEQA reviews and appropriate mitigation measures are added as project requirements.
4. The Town's engineering staff attended the SMCWPPP C.3 countywide level trainings on August 11, 2015; February 9, 2016; and May 10, 2016.
5. The Town provides outreach/educational materials to the developers, contractors, construction site operators and own/builders either during preliminary meetings and/or at pre-construction meetings. The Town also directs an applicant to the Town's website for Stormwater Quality Control Requirements and Guidelines under Planning Department.
6. The Town staff requires site design measures and source control measures for unregulated projects subject to Planning/Building Department review such as minimizing land disturbance and impervious surfaces by use of pervious surfaces for hardscape improvements, minimizing impervious surfaces from being directly connected to the storm drain system, and using Bay-Friendly Landscape design principles.

7. The Town's General Plan dated March 14, 2015 has integrated water quality/watershed protection with water supply, flood protection, habitat protection, groundwater recharge, and other sustainable development principles and policies.

C.3.b.iv.(2) ► Regulated Projects Reporting

Fill in attached table **C.3.b.iv.(2)** or attach your own table including the same information.
 There were no public or private Regulated Projects approved during the FY 15-16 reporting period. Two stormwater treatment systems, a bio-retention and pervious concrete, were installed in FY 15-16 at the Nueva School Improvements Regulated Project which was approved in FY 14-15 as reported in FY 14-15 Annual Report.

C.3.c.ii ► Design Specifications for Pervious Pavement Systems

(For FY 2015-16 Annual Report only). Submit design specifications for pervious pavement systems that have been developed and adopted on a regional or countywide basis. If design specifications have been adopted and are contained in a Countywide stormwater handbook, include a reference to the handbook.
 Summary: The Town of Hillsborough is in process of following the design specifications for pervious pavement systems as outlines in the SMCWPPP C.3 Stormwater Technical Guidance, revised draft June 2016.

C.3.e.iv. ► Alternative or In-Lieu Compliance with Provision C.3.c.

| | | | | |
|--|--------------------------|------------|-------------------------------------|-----------|
| Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.? | <input type="checkbox"/> | Yes | <input checked="" type="checkbox"/> | No |
| Comments (optional): | | | | |

C.3.e.v ► Special Projects Reporting

| | | | | |
|---|--|------------|---|-----------|
| 1. In FY 2015-16, has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii(2) for any of the three categories of Special Projects (Categories A, B or C)? | | Yes | X | No |
| 2. In FY 2015-16, has your agency granted final discretionary approval to a Special Project? If yes, include the project in both the C.3.b.iv.(2) Table, and the C.3.e.v. Table. | | Yes | X | No |
| The Town has no special projects to report for FY 2015-16. | | | | |

C.3.h.v.(2) ► Reporting Newly Installed Stormwater Treatment Systems and HM Controls (Optional)

On an annual basis, before the wet season, provide a list of newly installed (installed within the reporting year) stormwater treatment systems and HM controls to the local mosquito and vector control agency and the Water Board. The list shall include the facility locations and a description of the stormwater treatment measures and HM controls installed.

The Town is almost exclusively zoned single family residential. There were two newly installed stormwater treatment systems at Nueva School during the FY 15-16 reporting period. See Table C.3.h.v.(2) for list of newly installed Stormwater Treatment Systems/HM Controls.

C.3.h.v.(3)(a) –(c) and (f) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

| Option 1 – Reporting Site Inspections | Number/Percentage |
|---|--------------------------|
| Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the previous fiscal year (FY14-15) | 1 |
| Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the reporting period (FY 15-16) | 2 |
| Total number of Regulated Projects (including offsite projects, and Regional Projects) for which O&M verification inspections were conducted during the reporting period (FY 15-16) | 2 |

| | |
|---|-------------------|
| Percentage of the total number of Regulated Projects (including offsite projects, and Regional Projects) inspected during the reporting period (FY 15-16) | 100% ² |
| Option 2 – Reporting Stormwater Treatment System Inspections | |
| Total number of stormwater treatment and HM systems in your agency's database or tabular format at the end of the previous fiscal year (FY 14-15) | N/A |
| Total number of stormwater treatment systems in your agency's database or tabular format at the end of the reporting period (FY 15-16) | N/A |
| Total number of stormwater treatment and HM systems inspected in the reporting period (FY 15-16) | N/A |
| Percentage of stormwater treatment and HM systems inspected in the reporting period (FY 15-16) | N/A |

**C.3.h.v.(3)(d)-(e) ► Installed Stormwater Treatment Systems
 Operation and Maintenance Verification Inspection Program
 Reporting**

| |
|--|
| Provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year. |
| Summary: The Town is almost exclusively zoned single family residential. There were two newly installed stormwater treatment systems (Bio-retention and Pervious Concrete) during the FY 15-16 reporting period at the Nueva School located at 6565 Skyline Blvd. In September 2009, at the Crystal Springs Uplands School located at 400 Uplands Drive, a vault-based stormwater treatment system was installed. This system is electronically monitored and maintained by the property owner. The Town staff inspected this site on May 10, 2016 and found the system to be in good working order. |
| Provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program). |
| Summary: The Town's O&M Inspection Program remains effective due to continuous coordination and communication between the Planning Department and Engineering Division. The Town will continue to conduct O&M inspections annually, or as frequently as directed by the Regional Board. |

² Based on the number of Regulated Projects in the database or tabular format at the end of the previous fiscal year (FY 14-15), per MRP Provision C.3.h.ii.(6)(b).

C.3.i. ► Required Site Design Measures for Small Projects and Detached Single Family Home Projects

On an annual basis, discuss the implementation of the requirements of Provision C.3.i, including ordinance revisions, permit conditions, development of standard specifications and/or guidance materials, and staff training.

Summary: BASMAA prepared standard specifications in four fact sheets regarding the site design measures listed in Provision C.3.i, as a resource for Permittees. The SMCWPPP also prepared the Checklist for Small Projects and provided the C.3 Stormwater Technical Guidance which describes the requirement that all applicable projects approved after December 1, 2012 implement at least one of the site design measures listed in Provision C.3.i. The Town requires all applicable projects approved after December 1, 2012 to implement at least one of the site design measures listed in provision C.3.i using its Stormwater Checklist for Small Projects which was prepared based on the SMCWPPP Checklist for Small Projects and C.3 Stormwater Technical Guidance.

For projects that trigger one of the site design measures listed in Provision C.3.i, the Town confirms compliance during the plan review phase of development plans prior to granting approval and issuance of building permits. Prior to December 1, 2012, Hillsborough implemented site design measures as recommendations during private development plan review.

C.3.j.i.v.(d) ► Green Infrastructure Outreach

On an annual basis, provide a summary of your agency's outreach and education efforts pertaining to Green Infrastructure planning and implementation.

Summary: The Town staff has promoted Green Infrastructure through the Going Native Garden Tour, the Water Efficient Landscape Ordinance, Rainwater Harvesting and/or Bay-Friendly Landscape promotion.

Please refer to the SMCWPPP FY 15-16 Annual Report for a summary of outreach efforts implemented by the Program. The Town will continue to work with the public, regional stakeholders and the media to promote Green Infrastructure.

C.3.j.ii.(2) ► Early Implementation of Green Infrastructure Projects

On an annual basis, submit a list of green infrastructure projects, public and private, that are already planned for implementation during the permit term and infrastructure projects planned for implementation during the permit term that have potential for green infrastructure measures. Include the following information:

- A summary of planning or implementation status for each public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. (see C.3.j.ii.(2) Table B - Planned Green Infrastructure Projects).
- A summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the

maximum extent practicable during the permit term. For any public infrastructure project where implementation of green infrastructure measures is not practicable, submit a brief description of the project and the reasons green infrastructure measures were impracticable to implement (see C.3.j.ii.(2) Table A - Public Projects Reviewed for Green Infrastructure).

Background Information:

The Town of Hillsborough reviewed its FY 16-17 CIP list to see if early implementation of Green Infrastructure measures to the maximum extent practicable during the permit term can be implemented with any of these CIPs. These reviewed CIPs are listed in Table C.3.j.ii(2) – Table A – Public Projects Reviewed for Green Infrastructure using the guidelines provided by BASMMA and SMCWPP.

Summary of Planning or Implementation Status of Identified Projects:

See attached Tables C.3.j.ii.(2)-A and C.3.j.ii.(2)-B for the required information.

C.3.j.iii.(2) ▶ Participate in Processes to Promote Green Infrastructure

On an annual basis, report on the goals and outcomes during the reporting year of work undertaken to participate in processes to promote green infrastructure.

Please refer to the SMCWPPP FY 15-16 Annual Report for a summary of efforts conducted to help regional, State, and federal agencies plan, design and fund incorporation of green infrastructure measures into local infrastructure projects, including transportation projects.

C.3.j.iv.(2) ▶ Tracking and Reporting Progress

On an annual basis, report progress on development and implementation of methods to track and report implementation of green infrastructure measures and provide reasonable assurance that wasteload allocations for TMDLs are being met.

Please refer to the SMCWPPP FY 15-16 Annual Report for a summary of methods being developed to track and report implementation of green infrastructure measures.

C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 1) – Projects Approved During the Fiscal Year Reporting Period

| Project Name Project No. | Project Location ⁹ , Street Address | Name of Developer | Project Phase No. ¹⁰ | Project Type & Description ¹¹ | Project Watershed ¹² | Total Site Area (Acres) | Total Area of Land Disturbed (Acres) | Total New Impervious Surface Area (ff ²) ¹³ | Total Replaced Impervious Surface Area (ff ²) ¹⁴ | Total Pre- Project Impervious Surface Area ¹⁵ (ff ²) | Total Post- Project Impervious Surface Area ¹⁶ (ff ²) |
|-----------------------------|---|----------------------|---------------------------------------|--|------------------------------------|----------------------------------|--|---|---|---|--|
| Private Projects | | | | | | | | | | | |
| None | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| Public Projects | | | | | | | | | | | |
| None | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| Comments: | | | | | | | | | | | |

C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (private projects)

| Project Name Project No. | Application Deemed Complete Date ¹⁷ | Application Final Approval Date ¹⁸ | Source Control Measures ¹⁹ | Site Design Measures ²⁰ | Treatment Systems Approved ²¹ | Type of Operation & Maintenance Responsibility Mechanism ²² | Hydraulic Sizing Criteria ²³ | Alternative Compliance Measures ^{24/25} | Alternative Certification ²⁶ | HM Controls ^{27/28} |
|-----------------------------|--|---|---|---------------------------------------|--|---|---|--|--|---------------------------------|
|-----------------------------|--|---|---|---------------------------------------|--|---|---|--|--|---------------------------------|

⁹Include cross streets

¹⁰If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

¹¹Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

¹²State the watershed(s) in which the Regulated Project is located. Downstream watershed(s) may be included, but this is optional.

¹³All impervious surfaces added to any area of the site that was previously existing pervious surface.

¹⁴All impervious surfaces added to any area of the site that was previously existing impervious surface.

¹⁵For redevelopment projects, state the pre-project impervious surface area.

¹⁶For redevelopment projects, state the post-project impervious surface area.

¹⁷For private projects, state project application deemed complete date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁸For private projects, state project application final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁹List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

²⁰List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

²¹List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (private projects)

| Project Name Project No. | Application Deemed Complete Date ¹⁷ | Application Final Approval Date ¹⁸ | Source Control Measures ¹⁹ | Site Design Measures ²⁰ | Treatment Systems Approved ²¹ | Type of Operation & Maintenance Responsibility Mechanism ²² | Hydraulic Sizing Criteria ²³ | Alternative Compliance Measures ^{24/25} | Alternative Certification ²⁶ | HM Controls ^{27/28} |
|-----------------------------|--|---|---------------------------------------|------------------------------------|--|--|---|--|---|------------------------------|
| Private Projects | | | | | | | | | | |
| None | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |

C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (public projects)

| Project Name Project No. | Approval Date ²⁹ | Date Construction Scheduled to Begin | Source Control Measures ³⁰ | Site Design Measures ³¹ | Treatment Systems Approved ³² | Operation & Maintenance Responsibility Mechanism ³³ | Hydraulic Sizing Criteria ³⁴ | Alternative Compliance Measures ^{35/36} | Alternative Certification ³⁷ | HM Controls ^{38/39} |
|-----------------------------|-----------------------------|--------------------------------------|---------------------------------------|------------------------------------|--|--|---|--|---|------------------------------|
|-----------------------------|-----------------------------|--------------------------------------|---------------------------------------|------------------------------------|--|--|---|--|---|------------------------------|

²²List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

²³See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

²⁴For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

²⁵For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

²⁶Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁷If HM control is not required, state why not.

²⁸If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

²⁹For public projects, enter the plans and specifications approval date.

³⁰List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

³¹List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

³²List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

³³List the legal mechanism(s) (e.g., maintenance plan for O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

³⁴See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

³⁵For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

³⁶For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

³⁷Note whether a third party was used to certify the project design complies with Provision C.3.d.

| C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (public projects) | | | | | | | | | | |
|---|---------------------------------------|---|---|--|--|--|---|--|---|--|
| Project Name Project No. | Approval Date²⁹ | Date Construction Scheduled to Begin | Source Control Measures³⁰ | Site Design Measures³¹ | Treatment Systems Approved³² | Operation & Maintenance Responsibility Mechanism³³ | Hydraulic Sizing Criteria³⁴ | Alternative Compliance Measures^{35/36} | Alternative Certification³⁷ | HM Controls^{38/39} |
| Public Projects | | | | | | | | | | |
| None | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| Comments: | | | | | | | | | | |

³⁸If HM control is not required, state why not.

³⁹If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.h.v.(2). ► Table of Newly Installed⁴⁰ Stormwater Treatment Systems and Hydromodification Management (HM) Controls (Optional)

Fill in table below or attach your own table including the same information.

| Name of Facility | Address of Facility | Party Responsible ⁴¹ For Maintenance | Type of Treatment/HM Control(s) |
|------------------|---------------------|---|---------------------------------|
| The Nueva School | 6565 Skyline Blvd | Property Owner | Bio-retention area |
| The Nueva School | 6565 Skyline Blvd | Property Owner | Pervious Concrete |

⁴⁰ "Newly Installed" includes those facilities for which the final installation inspection was performed during this reporting year.

⁴¹ State the responsible operator for installed stormwater treatment systems and HM controls.

| C.3.e.v. Special Projects Reporting Table | | | | | | | | | | | | |
|--|-----------|---------|--|----------------------|---------------------------|--------------------|-----------------------|-------------|--|--|--|--|
| Reporting Period – July 1 2015 - June 30, 2016 | | | | | | | | | | | | |
| Project Name & No. | Permittee | Address | Application Submittal Date ⁴² | Status ⁴³ | Description ⁴⁴ | Site Total Acreage | Gross Density DU/Acre | Density FAR | Special Project Category ⁴⁵ | LID Treatment Reduction Credit Available ⁴⁶ | List of LID Stormwater Treatment Systems ⁴⁷ | List of Non-LID Stormwater Treatment Systems ⁴⁸ |
| None | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |

⁴²Date that a planning application for the Special Project was submitted.

⁴³Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.

⁴⁴Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁴⁵For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁴⁶For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁴⁷List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.

⁴⁸List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

Special Projects Narrative: NA

| C.3.j.ii.(2) ►Table A - Public Projects Reviewed for Green Infrastructure | | | | |
|---|--|--|----------------------------|--|
| Project Name and Location ⁴³ | Project Description | Status ⁴⁴ | GI Included? ⁴⁵ | Description of GI Measures Considered and/or Proposed or Why GI is Impracticable to Implement ⁴⁶ |
| Skyfarm 3 & Tournament New Pressure Tanks | Purchase & install Pressure Tanks at Skyfarm 3 and Tournament. Construction is anticipated in FY 15/16 | Construction in FY 15/16 | No | GI is impracticable due to space constraints and also project is already under construction |
| Cherry Creek Pump Station Replacement | Replacement of existing pump station | Design to continue through FY 15/16 and construction in FY 18/19 | TBD | Project is located in the easement adjacent to SFPUC turn-out. Depends upon the negotiations with the SFPUC on land acquisition. |
| Demolish Forest View Tanks #1 & #2 | Demolish and cleanup all tanks and structures on this site | Design in FY 17/18 and construction in FY 18/19 | TBD | Will review if GI measures can be implemented to the maximum extent practicable during the permit term |
| Demolish Major Hayes Tank and Piping | Demolish and cleanup all tanks and structures on this site | Design in FY 18/19 and construction in FY 18/19 | TBD | Will review if GI measures can be implemented to the maximum extent practicable during the permit term |
| Water Main Replacement Program | Repair/reconstruction of the portions of the water distribution system | Ongoing | No | GI is impracticable due to space constraints and also project is already under construction |
| High Line water Connection | A new high line water connection to the SFPUC's Harry Tracy Water Treatment Plant | Design in FY 15/16 and construction in FY 18/19 | TBD | Will review if GI measures can be implemented to the maximum extent practicable during the permit term |

⁴³ List each public project that is going through your agency's process for identifying projects with green infrastructure potential.

⁴⁴ Indicate status of project, such as: beginning design, under design (or X% design), projected completion date, completed final design date, etc.

⁴⁵ Enter "Yes" if project will include GI measures, "No" if GI measures are impracticable to implement, or "TBD" if this has not yet been determined.

⁴⁶ Provide a summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. If review of the project indicates that implementation of green infrastructure measures is not practicable, provide the reasons why green infrastructure measures are impracticable to implement.

FY 2015-2016 Annual Report

Permittee Name: Town of Hillsborough

C.3 – New Development and Redevelopment

| | | | | |
|---|---|---|-----|--|
| El Cerrito/Crystal Springs Phase Phase III Projects – Trunk Sewer Replacement | Construction of Phase III of the Crystal Springs Truck Sewer capacity project is the downstream improvements required by the RWQCB CDO. | FY 16/17 | TBD | The City of San Mateo is the lead agency since the project is located within the City of San Mateo. Will review if GI measures can be implemented to the maximum extent practicable during the permit term |
| Macadamia Storm Drain Sandra / Hayne Storm Drain Repair | Project includes channel modification upstream of the headwall near Macadamia Road | Design completed and construction start in FY 16/17 | No | Design already done and construction to start in FY 16/17 |
| Miscellaneous Storm Drain Repairs | To repair a falling storm drain system | Design completed and construction in FY 15/16 | No | Design already done and construction to start in FY 15/16 |
| Spencer Lake Outfall System Replacement | To replace the outlet piping from the lake to the creek | Design in FY 16/17 and construction in FY 17/18 | TBD | Will review if GI measures can be implemented to the maximum extent practicable during the permit term |
| Storm Water Master Plan Improvements | To repair deficient storm drain system facilities | Design & construction as identified during facility inspections - ongoing | TBD | Will review if GI measures can be implemented to the maximum extent practicable during the permit term |

C.3.j.ii.(2) ►Table B - Planned Green Infrastructure Projects

| Project Name and Location⁴⁷ | Project Description | Planning or Implementation Status | Green Infrastructure Measures Included |
|---|----------------------------|--|---|
| None | NA | NA | NA |

⁴⁷ List each planned (and expected to be funded) public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. Note that funding for green infrastructure components may be anticipated but is not guaranteed to be available or sufficient.

Section 4 – Provision C.4 Industrial and Commercial Site Controls

Program Highlights and Evaluation
Highlight/summarize activities for reporting year:

Summary: As previously stated, the Town is zoned single-family residential and does not have any industrial and commercial developments. The Town does have public and private schools, fire stations, and a corporation yard that are institutional and government facilities. However, the Town participates in the Commercial, Industrial, and Illicit Discharge (CII) Subcommittee meetings held on a regular basis.

Refer to the C.4. Industrial and Commercial Site Controls section of the SMCWPPP FY 15-16 Annual Report for a description of Program activities.

C.4.b.iii ► Potential Facilities List

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

The Town does not have any industrial or commercial facilities. However, the Town contracts with San Mateo County Environmental Health (CEH) to conduct inspections of institutional and governmental facilities to fulfill hazardous materials inspections. During these hazardous materials inspections, CEH also does a stormwater inspection in conformance with Provision C.4 of the Permit.

Potential Facilities List, provided by San Mateo County Environmental Health:

1. Alpha Holdings Ltd. Residence/Estate – 835 Chiltern Road, Hillsborough, CA
2. Burlingame Country Club – 80 New Place Road, Hillsborough, CA
3. Crystal Springs Uplands School – 400 Uplands Drive, Hillsborough, CA
4. Fire Station #32 – 330 Ascot Road, Hillsborough, CA
5. Hillsborough Corporation Yard – 1320 La Honda Road, Hillsborough, CA
6. Multi-Purpose Building – 303 El Cerrito, Hillsborough, CA
7. North Hillsborough School – 545 Eucalyptus Ave, Hillsborough, CA
8. Nueva School – 6565 Skyline Boulevard, Hillsborough, CA
9. PG&E Carolands Substation – Skyline Boulevard at Chateau Road, Hillsborough, CA
10. West Elementary School – 376 Barbara Way, Hillsborough, CA
11. William Crocker Intermediate School – 2600 Ralston Avenue, Hillsborough, CA

| C.4.d.iii.(1)(a) ► Facility Inspections | | |
|--|--|-----------------------------------|
| Fill out the following table or attach a summary of the following information. Indicate your violation reporting methodology below. | | |
| <input checked="" type="checkbox"/> | Permittee reports multiple discrete violations on a site as one violation. | |
| <input type="checkbox"/> | Permittee reports the total number of discrete violations on each site. | |
| | Number | Percent |
| Number of businesses inspected | 2 | |
| Total number of inspections conducted | 2 | |
| Number of violations (excluding verbal warnings) | 0 | |
| Sites inspected in violation | 0 | NA, since violation were observed |
| Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner | 0 | NA, since violation were observed |
| Comments: County Environmental Health (CEH); Food and Hazardous Material Inspectors conducted routine Stormwater Inspections at two sites (Alpha Holidays and Fire Station #32) during the reporting FY 15-16 period. There were no violations found at these two sites. | | |

| C.4.d.iii.(1)(b) ► Frequency and Types/Categories of Violations Observed | |
|---|-----------------------------|
| Fill out the following table or attach a summary of the following information. | |
| Type/Category of Violations Observed | Number of Violations |
| Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge) | 0 |
| Potential discharge and other | 0 |
| Comments: No violations were observed during FY 15-16. | |

C.4.d.iii.(1)(b) ▶ Frequency and Type of Enforcement Conducted

Fill out the following table or attach a summary of the following information.

| | Enforcement Action (as listed in ERP) ⁴⁸ | Number of Enforcement Actions Taken | % of Enforcement Actions Taken⁴⁹ |
|--------------|---|--|--|
| Level 1 | Verbal Warning | 0 | NA, since violation were observed |
| Level 2 | Warning Notice or Administrative Action | 0 | NA, since violation were observed |
| Level 3 | Stop Work Notice | 0 | NA, since violation were observed |
| Level 4 | Legal Action/Referral | 0 | NA, since violation were observed |
| Total | | 0 | NA |

C.4.d.iii.(1)(c) ▶ Types of Violations Noted by Business Category

Fill out the following table or attach a summary of the following information.

| Business Category⁵⁰ | Number of Actual Discharge Violations | Number of Potential/Other Discharge Violations |
|---|--|---|
| No violations were observed in FY 15-16 | 0 | 0 |

C.4.d.iii.(1)(d) ▶ Non-Filers

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:

There are no industrial or commercial facilities in the Town of Hillsborough.

⁴⁸Agencies to list specific enforcement actions as defined in their ERPs.

⁴⁹Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁵⁰List your Program's standard business categories.

| C.4.e.iii ► Staff Training Summary | | | | | | |
|------------------------------------|--------------------|---|--|--|--------------------------------------|--|
| Training Name | Training Dates | Topics Covered | No. of Industrial/Commercial Site Inspectors in Attendance | Percent of Industrial/Commercial Site Inspectors in Attendance | No. of IDDE Inspectors in Attendance | Percent of IDDE Inspectors in Attendance |
| CII Subcommittee Meeting | September 16, 2015 | County Environmental Health Inspections, Illicit Discharge and Industrial/Commercial Inspection Problems etc. | 1 | Does not apply to the Town staff since inspections are contracted out to CEH | 1 | 100% |
| Comments: | | | | | | |

Section 5 – Provision C.5 Illicit Discharge Detection and Elimination

Program Highlights and Evaluation
 Highlight/summarize activities for reporting year:

Provide background information, highlights, trends, etc.

Summary: The Town identifies and reports illicit discharges during routine stormwater system inspections and through observations by municipal maintenance staff and Town residents. The SmartCover® management tool is utilized by Town Staff for its sanitary sewer system. The SmartCover® is a self-contained, wireless level monitoring system with immediate alarming and historical data logging capabilities. The immediate alarming is based on high water level along with historical water level data trending, enabling the Town staff to dispatch for assessment to prevent illicit discharges. The Town also utilizes a smartphone application SeeClickFix for the public to report any potential detection of illicit discharge.

In addition, the police department, public works department maintenance crews, public works department designee, County Health Department and/or central county fire department report to the location and conduct necessary assessment and corrective BMPs for any identification and reports of illicit discharges. All corrective BMPs required are completed in a timely manner. At time of incident, the Town Inspector provides an overview of the situation and distributes SMCWPPP BMP materials on illicit discharge to all affected residents and contractors. Details of further enforcement procedures are implemented through the ERP.

Town Staff participates in SMCWPPP's Commercial/Industrial and Illicit Discharge Subcommittee meetings on a regular basis. Based upon input from these meetings, the Town has updated its Illegal Discharge Inspection Form and its Tracking Table. Refer to the C.5. Illicit Discharge Detection and Elimination section of the SMCWPPP FY 15-16 Annual Report for a description of activities at the countywide or regional level.

C.5.c.iii ► Complaint and Spill Response Phone Number

List below or attach your complaint and spill response phone number

General number: 650 375 7444; Emergency PD Dispatch & Contact number: 650 375 7470
 Others contact information:
 John Mullins , email address: jmullins@hillsborough.net and phone number 650 375 -4709
 Gary Francis, email address: gfrancis@hillsborough.net and phone number 650 375 7506

Provide your complaint and spill response web address, if used

The Town have complaint and spill reporting website and are listed here:
<http://seeclickfix.com/hillsborough/report> - see Attachment A

Is a screen shot of your website showing the central contact point attached? Yes No

If No, explain:

Provide a discussion of how the central contact point (complaint and spill response phone number and, if used, web address) is being publicized to your staff and the public.

Central contact point for Public Works is listed on the Town's website (see Attachment A) and is posted at the Town Hall.

Attachment A

Town of Hillsborough – Storm Drain Pollution Related Issues Reporting Website

The screenshot displays the Hillsborough, CA website interface. At the top, navigation links include 'Issues', 'Answers', 'Neighbors', and 'Watch Areas'. A 'Follow this Page' button is visible on the right. The main header features the 'Hillsborough, CA' logo and a 'REPORT AN ISSUE' button. Below the header, there are links for '2016 Government User Summit' and 'Learn More' (Workshops, Networking, Classes, Certification). A 'REPORT AN ISSUE' button is prominently displayed. The central part of the page shows a Google Map of Hillsborough, CA, with a red pin marker placed on San Mateo. Below the map is a form titled 'Find your Location' with the following fields: 'Street Address*' (with a dropdown menu showing 'Hillsborough' and 'California'), 'City/County*' (with a dropdown menu showing 'Hillsborough'), and 'State/Province*' (with a dropdown menu showing 'California'). A 'Map' button is located at the bottom right of the form. The footer contains links for '2016 Government User Summit', 'Workshops • Networking • Classes • Certification', and 'Learn More'. It also includes 'Report an Issue' and 'Follow this Page' buttons, and social media links for 'Download on the App Store' and 'GET IT ON Google play'. A 'Subscribe to See ClickFix Radio' section is also present.

C.5.d.iii.(1), (2), (3) ► Spill and Discharge Complaint Tracking

| Spill and Discharge Complaint Tracking (fill out the following table or include an attachment of the following information) | | |
|---|--------|------------|
| | Number | Percentage |
| Discharges reported (C.5.d.iii.(1)) | 0 | |
| Discharges reaching storm drains and/or receiving waters (C.5.d.iii.(2)) | 0 | NA |
| Discharges resolved in a timely manner (C.5.d.iii.(3)) | NA | NA |
| Comments: No spills or discharges were reported in FY 15-16. For tracking Spill and Discharge Complaint Tracking, SeeClickFix website is used (see Attachment B). | | |

C.5.f.iii ► MS4 Map Availability

Discuss how you make your MS4 map available to the public and how you publicize the availability of the MS4 map.

MS4 map is available to the public on the Oakland Museum Creek Mapping Project website (<http://explore.museumca.org/creeks/crkmap.html>). This map includes municipal storm drains that measure 24 inches or greater in diameter. The Town also makes this map available on request. The Town's documents are made available on Public Records Center (<http://www.hillsborough.net/177/Public-Records-Center>). The Public Works contact information is provided for specific requests.

Section 6 – Provision C.6 Construction Site Controls

| C.6.e.iii.(1) ► Hillside Development Criteria | | | | |
|--|---|---|--|---|
| What criteria is your agency using to determine hillside development areas? | X | Local criteria such as maps of hillside development areas or other written criteria | | The permit definition of projects on sites with ≥ 15% slope |
| Attach a copy of hillside development area maps or provide your written criteria below, if applicable. – See written criteria below under Description. | | | | |
| Description: The Town has developed (dated July 28, 2016) a draft criteria for Hillside Projects. In this document, Hillside project is defined as a project site with an average slope of 35% or greater and disturbing greater than or equal to 5,000 square feet of land for the purposes of NPDES Inspections and reporting. | | | | |

| C.6.e.iii.2.a, b, c ► Site/Inspection Totals | | |
|--|---|--|
| Number of High Priority Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.1.a) | Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b) | Total number of storm water runoff quality inspections conducted (include only High Priority Site and sites disturbing 1 acre or more) (C.6.e.iii.1.c) |
| 9 | 5 | 145 |
| Comments: The data reported above is extracted from the completed Construction Inspection Tracking Table developed by the SMCWPPP. In addition to monthly inspections, periodic inspections were conducted but reports were not necessarily completed. Construction sites that do not fall in these categories were also inspected. Most of these sites are private development sites that range from small landscape and remodel projects to new single family dwellings which are not high priority sites and are less than 1 acre in size. These sites are inspected monthly. | | |

| C.6.e.iii.2.d ► Construction Activities Storm Water Violations | | |
|---|--|---|
| <ul style="list-style-type: none"> The data below was obtained from the completed Construction Inspection Tracking Table developed by the SMCWPPP. | | |
| BMP Category | Number of Violations⁵¹ excluding Verbal Warnings | % of Total Violations⁵² |
| Erosion Control | 23 | 17 |
| Run-on and Run-off Control | 11 | 8 |
| Sediment Control | 72 | 55 |
| Active Treatment Systems | 0 | 0 |
| Good Site Management | 26 | 20 |
| Non Stormwater Management | 0 | 0 |
| Total⁵³ | 132 | 100% |

⁵¹Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category. For example, if during one inspection at a site, there are 2 erosion control violations, only 1 violation would be counted for this table.

⁵²Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

⁵³The total number of violations may count more than one violation per inspection, since some inspections may result in violations in more than one category. For example, during one inspection of a site, there may have been both an erosion control violation and a sediment control violation. For this reason, the total number of violations in this table may not match the total number of enforcement actions reported in Table C6.e.iii.1.e.

| C.6.e.iii.2.e ► Construction Related Storm Water Enforcement Actions | | | |
|---|---|--|--|
| | Enforcement Action (as listed in ERP) ⁵⁴ | Number Enforcement Actions Issued | % Enforcement Actions Issued⁵⁵ |
| Level 1 ⁵⁶ | A verbal warning is enforced for threatened violations due to inadequate housekeeping, lack of appropriate BMPs to prevent pollution, or threatened non-stormwater discharges disallowed by MRP. | 26 | 36 |
| Level 2 | A written warning/notice of violation is issued for minor violations or if the response to a verbal warning is inadequate. A written warning may be in the form of a written inspection report, such as a completed Standard Stormwater Facility Inspection Report Form; letter; or checklist that describes violations, expected corrections, and schedule for correction. | 18 | 25 |
| Level 3 | A notice to comply is issued for major violations or an inadequate response to a written warning. A notice to comply may be in the form of a "cease and desist" order, notice to clean, notice to abate, or a letter that describes violations, expected corrections, and a schedule for correction. | 16 | 22 |
| Level 4 | A Stop Work Notice is issued for major violations or if the response to written warning is inadequate. A stop work order to cease all activities on the site except for activities related to the correction of violation(s). | 12 | 17 |
| Level 5 | Legal action is pursued for the most serious violations including where the response to the notice to comply is inadequate. These types of violations are referred to code enforcement officer and city attorney for civil and criminal prosecution. | 0 | 0 |
| Total | | 72 | 100% |

⁵⁴Agencies should list the specific enforcement actions as defined in their ERPs.

⁵⁵Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁵⁶For example, Enforcement Level 1 may be Verbal Warning.

| C.6.e.iii.2.f, g ► Illicit Discharges | |
|--|---------------|
| | Number |
| Number of illicit discharges, actual and those inferred through evidence at high priority sites and sites that disturb 1 acre or more of land (C.6.e.iii.1.f) | 0 |
| Number of sites with discharges, actual and those inferred through evidence at high priority sites and sites that disturb 1 acre or more of land (C.6.e.iii.1.g) | 0 |

| C.6.e.iii.2.h, i ► Violation Correction Times | | |
|---|---------------|-------------------|
| | Number | Percent |
| Violations (excluding verbal warnings) fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h) | 14 | 54% ⁵⁷ |
| Violations (excluding verbal warnings) not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i) | 13 | 50% ⁵⁸ |
| Total number of violations (excluding verbal warnings) for the reporting year⁵⁹ | 26 | 100% |
| Comments: The total number of violations (26) did not equal the number of enforcement actions because 1) a single enforcement action was issued to address multiple violations and 2) some sites were issued a second (or multiple) enforcement action(s) progressively in order to achieve compliance. | | |

| C.6.e.iii.(4) ► Evaluation of Inspection Data |
|--|
| Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.). |
| Description: Out of 5 project sites greater than 1 acre in size, only one site was issued a Stop Work Notice and routine follow up schedule was implemented during FY 15-16. This site was in compliance after first Stop Work Notice issuance. This site did not resume work after the last Stop Work Notice issuance. The Town staff is working with the property owner to bring this site in compliance before work can resume. |
| The other violations were minor in nature. There were no illicit discharges reported. Typically, the violators failed to maintain their erosion control |

⁵⁷ Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.
⁵⁸ Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.
⁵⁹ The total number of violations reported in the table of Violation Correction Times equals the number of initial enforcement actions, i.e., this assumes one violation is issued for several problems during an inspection at a site. The total number of violations in the table of Violation Correction Times may not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

and sediment control BMPs and have materials on site that needed to be replaced or improved, which was similar to inspection findings the previous fiscal year (FY 14-15). Several violators failed to install sediment controls in key locations (e.g. on slopes, along curb and gutters, and on grade breaks), which were identified by inspectors and corrected by the contractors in a timely manner.

All other sites were in compliance in FY 15-16.

C.6.e.iii.(4) ► Evaluation of Inspection Program Effectiveness

Describe what appear to be your program's strengths and weaknesses, and identify needed improvements, including education and outreach.

Description: Efforts conducted in FY 15-16 to implement MRP requirements included: 1) revised stormwater construction inspection forms and inspection data tracking tools; 2) provided training to inspectors; 3) conducted inspections using newly developed inspection forms; 4) participated in the countywide program's committees/work groups; and 5) attended the May 3, 2016 Construction Site Stormwater Inspection Workshop. Also, please refer to the C.6 Construction Site Control section of the SMCWPPP FY 15-16 Annual Report for a description of activities at the countywide or regional level.

The Public Works and Building Department work together to provide an effective inspection program that ensures all sites categorized as high priority sites are in full compliance with the MRP. In addition, both departments continue to implement MRP requirements for almost all sites, not just those categorized as high priority. Inspectors complete the most up to date Construction Site Inspection Report and file copies of the report in each project folder. Inspections are also recorded in a shared network tracking file so that communication between all departments is maintained. If BMP issues are identified during an inspection, a follow-up inspection is performed one week after enforcements are issued to ensure that necessary corrections are made. Most contractors made necessary corrective measures within a timely manner and were willing to work with the Town to resolve concerns. The Town continues to maintain good relationships with contractors, developers, applicants, and homeowners and convey the significance of working together to ensure appropriate erosion and sediment control measures are in place.

Town staff continues to participate in the Countywide Program's New Development Subcommittee. Implementation of the most up-to-date Construction Best Management Practices plan sheet is required to be included as part of the permit plan set for all projects.

C.6.f ► Staff Training Summary

| Training Name | Training Dates | Topics Covered | No. of Inspectors in Attendance |
|--|-----------------------|---|--|
| Construction Site Stormwater Inspection Workshop | May 3, 2016 | How to conduct construction site stormwater inspections | Natalie Asai |

Section 7 – Provision C.7. Public Information and Outreach

C.7.b.i.1 ► Outreach Campaign

Summarize outreach campaign. Include details such as messages, creative developed, and outreach media used. The detailed outreach campaign report may be included as an attachment. If outreach campaign is being done by participation in a countywide or regional program, refer to the separate countywide or regional Annual Report.

See Section C.7 and Section C.9 of the SMCWPPP FY 15-16 Annual Report for a description of activities conducted at Countywide level. The Town also provides information via its website – <http://www.hillsborough.net/245/storm-drains> See Attachment A in Section C.5.

C.7.c. Stormwater Pollution Prevention Education

| | |
|--------------------------------------|--|
| Local stormwater phone number(s) | 650 375 7444 |
| Local/Regional stormwater website(s) | Town's uses Stormwater Pollution Prevention website – http://www.hillsborough.net/245/storm-drains to educate public and also through regional website http://flowstobay.org/ , E-mail: info@flowstobay.org and Phone #: 650 599-1406 |

See Section C.7 Public Information and Outreach section of SMCWPPP 15-16 Annual Report.

C.7.d ► Public Outreach and Citizen Involvement Events

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.
 Use the following table for reporting and evaluating public outreach events
 See the C.7 Public Outreach and Citizen Involvement Events section of SMCWPPP FY 15-16 Annual Report for a summary of activities. For Household Hazardous Waste and Car Wash brochures (see Attachment D) are made available to the Public at the Town Hall and at the Town's Corp Yard.

| Event Details | Description (messages, audience) | Evaluation of Effectiveness |
|---|--|--|
| Provide event name, date, and location. Indicate if event is local, countywide or regional. | Identify type of event (e.g., school fair, creek clean-up, storm drain stenciling, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscene presentation, pesticides, stormwater awareness) | Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> • Success at reaching a broad spectrum of the community • Number of participants compared to previous years. • Post-event effectiveness assessment/evaluation results • Quantity/volume of materials cleaned up, and comparisons to previous efforts |
| California Coastal Cleanup Day in San Mateo County (September 19, 2015 in 30 San Mateo County locations) | Coastal Cleanup Day is an international volunteer event focused on cleaning up the marine environment and raising awareness about coastal pollution. Participants include school age children, local families, and residents. | Refer to the C.7 Public Information and Outreach section of the SMCWPPP's FY 15-16 Annual Report. |
| San Mateo County Fair (June 11-19, 2016) | As a collaborative effort, the Countywide program hosted an informational booth for stormwater runoff pollution prevention. | Refer to the C.7 Public Information and Outreach section of the SMCWPPP's FY 15-16 Annual Report. |

Attachment D

Household Hazardous Waste and Car Wash brochures

Too TOXIC TO TRASH
 HOUSEHOLD HAZARDOUS WASTE:
 PUT IT IN ITS PLACE

ENVIRONMENTAL HEALTH
 SAN MATEO COUNTY

Keep Car Wash Pollution Out of the Storm Drain

The Car is Clean but what about the Bay?

Did you know there are approximately 700,000 registered vehicles in San Mateo County? Practicing good car care helps protect our creeks, the Pacific Ocean and the San Francisco Bay.

How? Storm drains located on our roadways lead directly into local waterways. When motor fluids or dirty water from washing our cars are washed or dumped into the storm drain, it pollutes our water.

What can you do? Follow the simple tips on the back of this card for a clean vehicle that also protects our creeks, ocean and bay.

Use the discount card below at a local car wash!

SAN MATEO COUNTYWIDE Water Pollution Prevention Program
 Clean Water. Healthy Community. www.flowstobay.org

2012 Car Wash Discount Card: Expires 12/31/12
 Enjoy a ONE TIME USE Discount at listed car washes!

- Westlake Touchless — \$5 off a Super Wash
 247 - 87th Street, Daly City, 650-992-5344
- Bay Chevron — \$2 off any wash
 375 N. Cabrillo Hwy, Half Moon Bay 650-726-2963
- Ducky's Car Wash — \$5 off Supreme/Deluxe/Super Wash (120)
 1436 El Camino Real, Menlo Park, 650-638-9000
- 1301 Old County Road, San Carlos 650-432-1301
- 716 N. San Mateo Drive, San Mateo 650-375-8100
- Millbrae Express Car Wash — \$5 Plus Exterior Wash (\$8 value)
 310 Adrian Road, Millbrae 650-692-2345

MORE CAR WASH LOCATIONS LISTED ON THE OTHER SIDE

SAN MATEO COUNTYWIDE Water Pollution Prevention Program
 Clean Water. Healthy Community.
www.flowstobay.org

C.7.e. ► Watershed Stewardship Collaborative Efforts

Summarize watershed stewardship collaborative efforts and/or refer to a regional report that provides details. Describe the level of effort and support given (e.g., funding only, active participation etc.). State efforts undertaken and the results of these efforts. If this activity is done regionally refer to a regional report.

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary: See the C.7 Watershed Stewardship Collaborative Efforts section of SMCWPPP FY 15-16 Annual Report for a summary of activities.

C.7.f. ► School-Age Children Outreach

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment.

Use the following table for reporting school-age children outreach efforts.

See the C.7 School-Age Children Outreach section of SMCWPPP FY 15-16 Annual Report for a summary of activities.

The Town partnered with the Bay Area Water Supply and Conservation Agency (BAWSCA) to administer a school assembly program to educate grade school children about the source of their water supply and the importance of water conservation.

| Program Details | Focus & Short Description | Number of Students/Teachers reached | Evaluation of Effectiveness |
|---|---|--|--|
| Provide the following information: Name Grade or level (elementary/ middle/ high) | Brief description, messages, methods of outreach used | Provide number or participants | Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable. |
| Earthcapades School Assembly Program | The Town partners with the Bay Area Water Supply and Conservation Agency (BAWSCA) to administer a school assembly program to educate grade school children about the source of their water supply and the importance of water conservation. | At four different dates and schools these assemblies were held. Summary is as follows: January 22, 2016 for K-2 and 3-5 at West School – 382 students | Earthcapades uses online surveys which are distributed to participating schools to evaluate the assembly effectiveness. For details, please refer to the BAWSCA FY 15-16 Annual Water Conservation Report. |

| | | | |
|--|--|--|--|
| | | attended. January 29, 2016 for 1-5 at South School – 190 students attended. June 9, 2016 for K-3 North School – 35 students attended. | |
|--|--|--|--|

Section 9 – Provision C.9 Pesticides Toxicity Controls

| C.9.a. ► Implement IPM Policy or Ordinance | | | | | | | | | |
|---|------------------------|----------|----------|----------|----------|----------|-----|--|----|
| Is your municipality implementing its IPM Policy/Ordinance and Standard Operating Procedures? | | | | | | X | Yes | | No |
| If no, explain: | | | | | | | | | |
| Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation. | | | | | | | | | |
| Trends in Quantities and Types of Pesticides Used⁶⁰ | | | | | | | | | |
| Pesticide Category and Specific Pesticide Used | Amount ⁶¹ | | | | | | | | |
| | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | FY 19-20 | FY 20-21 | | | |
| Organophosphates | 0 | | | | | | | | |
| Product or Pesticide Type A | | | | | | | | | |
| Product or Pesticide Type B | | | | | | | | | |
| Pyrethroids | 0 | | | | | | | | |
| Product or Pesticide Type X | | | | | | | | | |
| Product or Pesticide Type Y | | | | | | | | | |
| Carbamates | 0 | | | | | | | | |
| Product or Pesticide Type X | | | | | | | | | |
| Product or Pesticide Type Y | | | | | | | | | |
| Fipronil | 0 | | | | | | | | |
| Product or Pesticide Type X | | | | | | | | | |
| Product or Pesticide Type Y | | | | | | | | | |
| Indoxacarb | Reporting not required | | | | | | | | |

⁶⁰Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁶¹Weight or volume of the product or preferably its active ingredient, using same units for the product each year. Please specify units used. The active ingredients in any pesticide are listed on the label. The list of active ingredients that need to be reported in the pyrethroids class includes: metofluthrin, bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambdacyhalothrin, and permethrin.

| | | | | | | |
|---|------------------------------------|--|--|--|--|--|
| | in FY 15-16 | | | | | |
| Diuron | Reporting not required in FY 15-16 | | | | | |
| Diamides | Reporting not required in FY 15-16 | | | | | |
| <p>The Town most commonly used IPM Tactics and Strategies in FY 15-16 on all municipal structural and landscaped area by employees and contractors are listed below:</p> <ul style="list-style-type: none"> • Use of non-chemical strategies such as monitoring, mowing weeds, mulching • Removal of plants that require frequent pesticide applications • Replacing invasive plants with natives • Preventive actions such as sealing holes and gaps in structures, improving sanitation • Use of baits and traps instead of broadcast pesticides | | | | | | |

C.9.b ▶ Train Municipal Employees

| | |
|---|------|
| Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year. | 20 |
| Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within this reporting year. | 20 |
| Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within this reporting year. | 100% |
| Type of Training: The Town staff attending SMCWPPP Landscape IPM Training held on March 9, 2016, PAPA Seminar, and local tailgate training. | |

C.9.c ▶ Require Contractors to Implement IPM

| | | | | |
|---|-------------------------------------|------------|--------------------------|-----------|
| Did your municipality contract with any pesticide service provider in the reporting year? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| <p>If yes, briefly describe how contractor compliance with IPM Policy/Ordinance and SOPs was monitored The Town staff met with the contractor to remind to comply with the Town IPM policy. The contractor was also given a copy of the IPM policy and guidelines, and their certifications were verified upon contract renewal.</p> | | | | |

C.9.d ▶ Interface with County Agricultural Commissioners

| | | | | |
|--|--------------------------|-----|-------------------------------------|----|
| Did your municipality communicate with the County Agricultural Commissioner to: (a) get input and assistance on urban pest management practices and use of pesticides or (b) inform them of water quality issues related to pesticides, | <input type="checkbox"/> | Yes | <input checked="" type="checkbox"/> | No |
| If yes, summarize the communication. If no, explain. | | | | |
| See Section C.9 of the SMCWPPP FY 15-16 Annual Report for summary of communication with the San Mateo County Agricultural Commissioner. | | | | |
| Did your municipality report any observed or citizen-reported violations of pesticide regulations (e.g., illegal handling and applications of pesticides) associated with stormwater management, particularly the California Department of Pesticide Regulation (DPR) surface water protection regulations for outdoor, nonagricultural use of pyrethroid pesticides by any person performing pest control for hire. | <input type="checkbox"/> | Yes | <input checked="" type="checkbox"/> | No |
| If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary. | | | | |

C.9.e.ii (1) ▶ Public Outreach: Point of Purchase

| |
|---|
| Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); OR reference a report of a regional effort for public outreach in which your agency participates. |
| Summary: See Section C.9 Pesticides Toxicity Control of the SMCWPPP FY 15-16 Annual Report for information on point of purchase public outreach conducted countywide and regionally. |

C.9.e.ii (2) ▶ Public Outreach: Pest Control Contracting Outreach

| |
|--|
| Provide a summary of outreach to residents who use or contract for structural pest control and landscape professionals); AND/OR reference a report of a regional effort for outreach to residents who hire pest control and landscape professionals in which your agency participates. |
| Summary: The Town staff met with landscape maintenance and open space vegetation management contractors to provide and discuss the Town's IPM policy. The Town maintains pesticide reduction outreach materials at the Town Hall/Building and Planning and Public Works kiosks. See Section C.9 Pesticides Toxicity Control of the SMCWPPP FY 15-16 Annual Report for a summary of our participation in and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use. |

C.9.e.ii.(3) ► Public Outreach: Pest Control Operators

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); **AND/OR** reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

C.9.f ► Track and Participate in Relevant Regulatory Processes

Summarize participation efforts, information submitted, and how regulatory actions were affected; **AND/OR** reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.

Summary: During FY 15-16, the Town staff participated in regulatory processes related to pesticides through contributions to SMCWPPP, BASMAA and CASQA. For additional information, see the Regional Report submitted by BASMAA on behalf of all MRP Permittees.

Section 10 - Provision C.10 Trash Load Reduction

| C.10.a.i ► Trash Load Reduction Summary | |
|--|------------|
| For population-based Permittees, provide the overall trash reduction percentage achieved to-date within the jurisdictional area of your municipality that generates problematic trash levels (i.e., Very High, High or Moderate trash generation). Base the reduction percentage on the information presented in C.10.b i-iv and C.10.e.i-ii. Provide a discussion of the calculation used to produce the reduction percentage, including whether the 60% trash reduction performance guideline was attained. If not attained, include a discussion of next steps (e.g., development of a detailed plan or report of non-compliance). | |
| Trash Load Reductions - | |
| Percent Trash Reduction in All Trash Management Areas (TMAs) due to Trash Full Capture Systems (as reported C.10.b.i) | NA |
| Percent Trash Reduction in all TMAs due to Control Measures Other than Trash Full Capture Systems (as reported in C.10.b.ii) ⁶² | NA |
| Percent Trash Reduction due to Jurisdictional-wide Source Control Actions (as reported in C.10.b.iv) ¹ | NA |
| SubTotal for Above Actions | NA |
| Trash Offsets (Optional) | |
| Offset Associated with Additional Creek and Shoreline Cleanups (as reported in C.10.e.i) | - |
| Offset Associated with Direct Trash Discharges (as reported in C.10.e.ii) | NA |
| Total (Jurisdictional-wide) % Trash Load Reduction in FY 15-16 | NA* |
| Discussion of Trash Load Reduction Calculation: The Town of Hillsborough attained and reported 100% (i.e., entire Town has low trash generation) trash load reduction in its FY 14-15 Annual Report, exceeding the trash load reduction target of 40% by 2014. The reissued MRP contains a revised calculation methodology that eliminates or caps past trash load reduction offsets or credits. Based on the new calculation methodology, as of July 1, 2016, the Town has again attained a 100% trash load reduction (including trash offsets). The reissued MRP also added a non-mandatory performance guideline of attaining 60% trash reduction by July 1, 2016. Based on the new calculation methodology and the information provided in this Annual Report, the Town has exceeded the 60% performance guideline. | |

* All areas of Hillsborough are low trash generation and therefore the Town has achieved 100% trash reduction, consistent with the NPDES Permit.

⁶² See Appendix 10-1 for changes between 2009 and FY 15-16 in trash generation by TMA as a result of Full Capture Systems and Other Measures.

C.10.a.iii ► Mandatory Trash Full Capture Systems

Provide the following: Not applicable. The Town of Hillsborough is exempt from MRP Provision C.10.a.iii since its population is less than 12,000 and retail/wholesale land is less than 40 acres. The Town does not currently have, nor plans to install any full trash capture devices.

Total number and types of full capture systems (publicly and privately-owned) installed prior to FY 15-16, during FY 15-16, and to-date, including inlet-based and large flow-through or end-of-pipe systems, and qualifying low impact development (LID) required by permit provision C.3.

- 1) Total land area (acres) treated by full capture systems for population-based Permittees and total number of systems for non-population based Permittees compared to the total required by the permit.

| Type of System | # of Systems | Areas Treated (Acres) |
|--|--------------|-----------------------|
| Installed Prior to FY 15-16 | | |
| NA | NA | NA |
| Installed in FY 15-16 | | |
| NA | NA | NA |
| Total for all Systems Installed To-date | | NA |
| Treatment Acreage Required by Permit (Population-based Permittees) | | 0 |
| Total # of Systems Required by Permit (Non-population-based Permittees) | | NA |

C.10.b.i ► Trash Reduction - Full Capture Systems

Provide the following:

- 1) Jurisdiction-wide trash reduction in FY 15-16 attributable to trash full capture systems implemented in each TMA;
- 2) The total number of full capture systems installed to-date in your jurisdiction;
- 3) Since the effective date of MRP 2.0 (January 1, 2016), the percentage of systems that exhibited significant plugged/blinded screens or were >50% full when inspected or maintained;
- 4) A narrative summary of any maintenance issues and the corrective actions taken to avoid future full capture system performance issues; and
- 5) A certification that each full capture system is operated and maintained to meet the full capture system requirements in the permit.

| TMA | Jurisdiction-wide Reduction (%) | Total # of Full Capture Systems | % of Systems Exhibiting Plugged/Blinded Screens or >50% full | Summary of Maintenance Issues and Corrective Actions |
|--------------|---------------------------------|---------------------------------|--|--|
| 1 | NA | NA | NA | NA |
| 2 | NA | | | |
| Total | NA | NA | NA | NA |

Certification Statement: Not applicable.

C.10.b.ii ► Trash Reduction – Other Trash Management Actions (PART A)

Provide a summary of trash control actions other than full capture systems or jurisdictional source controls that were implemented within each TMA, including the types of actions, levels and areal extent of implementation, and whether actions are new, including initiation date.

| TMA | Summary of Trash Control Actions Other than Full Capture Systems |
|-----|---|
| 1 | <p>Trash Management Area #1 ("TMA #1") is part of State Highway 35 that was annexed to the Town. Trash problems were categorized as low to moderate generation rate, as part of the Town's Long-Term Trash Load Reduction Plan, Page 17. TMA #1 runs parallel to State Highway 280, which is the dominant source of trash transported by wind and traffic, and is approximately 7 acres in size, making up approximately 0.18% of the Town acreage. TMA#1 is depicted on Figure 6, page 16 of the Town's Long-Term Trash Load Reduction Plan. Since TMA #1 has been identified to have a low to moderate generation rate, the Town has put greater focus on control measures in this area.</p> <p>A summary of measures implemented are below:</p> <ul style="list-style-type: none"> • On-land Cleanup: The frequency of on-land trash cleanups is daily to weekly and is conducted by Town Staff as regular routine duties. The frequency is increased or immediately attended to if it becomes a public nuisance and/or emergency. In addition, increased on-land cleanup is performed under the Town's supervision with collaborate efforts with the Sherriff's Department and the Work Furlough Program. • Anti-littering and illegal dumping enforcement activities: Enforcement activities for anti-littering and illegal dumping are usually triggered by complaints and notification from the general public by the residents. The Town's Code Enforcement Division takes the lead on all reported illegal dumping and litter complaints and activities. The code enforcement process includes investigation, warning letters, citations, fines and court hearings. The Town's Municipal Code and the general Civil Laws provide the Town's Police and Code Enforcement Departments with the legal authority to respond to illegal dumping. • Enforcement: On average, anti-littering and illegal dumping with enforcement activities occurs at least once quarterly. In all applicable cases, police reports are prepared and forwarded to appropriate entities for possible fines or administrative fees. • Improved Trash Bin/Container Management: The Town has worked with the contracted refuse collection company to ensure that all residents have proper trash bins to accommodate the scheduled trash collection. In addition, the Town completes assessment during routine maintenance of public facilities to ensure that trash bins are adequate and if needed, to be replaced. The current container management for Town-operated facilities is disposed daily, depending upon volume. Appropriate container management is also enforced for all private development. Outreach is conducted during pre-construction meetings prior to permit issuance. Non-compliance triggers enforcement activities. <p>A total of 2 assessments were performed at 2 sites in this TMA using the on-land visual assessment protocol. Approximately</p> |

| | |
|----------|--|
| | <p>2,100 linear feet (22%) of streets and sidewalks were assessed in this TMA. Only areas with M, H, or VH generation rates were assessed. For those areas assessed, 37% were L, 63% were M, 0% were H, and 0% were VH.</p> |
| <p>2</p> | <p>Trash Management Area #2 ("TMA#2") is approximately 3,944 acres which is about 99.5% and encompasses the Town's rural geography of zoned single-family residence and open spaces. TMA#2 is categorized with a low generation rate as shown on Figure 6 of the Town's Trash management Area Map on Page 16 of the Long-Term Trash Load Reduction Plan.</p> <p>A summary of measures implemented are below:</p> <ul style="list-style-type: none"> • On-land Cleanup: The frequency of on-land trash cleanups is daily to weekly and is conducted by Town Staff as regular routine duties. The frequency is increased or immediately attended to if it becomes a public nuisance and/or emergency. In addition, increased on-land cleanup is performed under the Town's supervision with collaborate efforts with the Sherriff's Department and the Work Furlough Program. • Anti-littering and illegal dumping enforcement activities: Enforcement activities for anti-littering and illegal dumping are usually triggered by complaints and notification from the general public by the residents. The Town's Code Enforcement Division takes the lead on all reported illegal dumping and litter complaints and activities. The code enforcement process includes investigation, warning letters, citations, fines and court hearings. The Town's Municipal Code and the general Civil Laws provide the Town's Police and Code Enforcement Departments with the legal authority to respond to illegal dumping. • Improved Trash Bin/Container Management: The Town has worked with the contracted refuse collection company to ensure that all residents have proper trash bins to accommodate the scheduled trash collection. In addition, the Town completes assessment during routine maintenance of public facilities to ensure that trash bins are adequate and if needed, to be replaced. The current container management for Town-operated facilities is disposed daily, depending upon volume. Appropriate container management is also enforced for all private development. Outreach is conducted during pre-construction meetings prior to permit issuance. Non-compliance triggers enforcement activities. <p>No assessments were conducted in this TMA since this is a low trash generation TMA.</p> |

C.10.b.ii ► Trash Reduction – Other Trash Management Actions (PART B)

Provide the following:

- 1) A summary of the on-land visual assessments in each TMA (or control measure area), including the street miles or acres available for assessment (i.e., those associated with VH, H, or M trash generation areas not treated by full capture systems), the street miles or acres assessed, the % of available street miles or acres assessed, and the average number of assessments conducted per site within the TMA; and
- 2) Percent jurisdictional-wide trash reduction in FY 15-16 attributable to trash management actions other than full capture systems implemented in each TMA.

| TMA ID or (as applicable) Control Measure Area | Total Street Miles or Acres Available for Assessment | Summary of On-land Visual Assessments | | | Jurisdictional-wide Reduction (%) |
|--|--|---------------------------------------|--|--|--------------------------------------|
| | | Street Miles or Acres Assessed | % of Applicable Street Miles or Acres Assessed | Avg # of Assessments Conducted at Each Site | |
| 1 | NA | 0 | 0% | 0 | NA |
| 2 | NA | 0 | 0% | 0 | NA |
| Total | | 0.0* | - | - | NA* |

* All jurisdictional areas are low trash generation.

C.10.b.iv ► Trash Reduction – Source Controls

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and provide the associated reduction of trash within your jurisdictional area. Also include the total % reduction credit for all source controls up to the maximum 10% allowed by MRP 2.0.

| Source Control Action | Summary Description & Dominant Trash Sources and Types Targeted | Evaluation/Enforcement Method(s) | Summary of Evaluation/Enforcement Results To-date | % Reduction | Total Reduction Credit (%) |
|--------------------------|---|---|---|-------------|----------------------------|
| Single Use Bag Ordinance | The Town is almost exclusively zoned single family residential and does not have any establishments that distribute plastic bags. However, San Mateo County's Reusable Bag Ordinance, which went into effect in 2013, has been effective in reducing trash generated from single-use plastic bags. Currently, the price of plastic and paper bags is 25 cents at most San Mateo County retailers, encouraging consumers to use fewer or no single-use bags. | <p>On behalf of all SMCWPPP Permittees, the County of San Mateo conducted assessments evaluating the effectiveness of the single use plastic bag ban in municipalities within San Mateo County. Assessments conducted by the County included audits of businesses and surveys of customer bag usage at many businesses in San Mateo County. Additionally, the number of complaints by customers was also tracked by the County. The results of assessments conducted by these cities are assumed to be representative of all SMCWPPP Permittees, given the consistency between the scope, implementation, and enforcement of the ordinances among the municipalities.</p> <p>The Town developed its % trash reduced estimate using the following assumptions:</p> <ol style="list-style-type: none"> 1) Single use plastic bags comprise 8% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 95% of single use plastic bags distributed in the Town are affected by the implementation of the ordinance, based on the County of San Mateo's Environmental Impact Report; and 3) Of the bags affected by the ordinance, there are now 90% less bags being distributed, based on customer complaints received by the County of San Mateo's Department of Environmental Health Services. | Results of assessments conducted by the County of San Mateo on behalf of all municipalities in San Mateo County indicate that ordinances are effective in reducing the number of single use plastic bags in stormwater discharges. This preliminary conclusion is based on the very small number of complaints received from customers about businesses in San Mateo County that are continuing to use single use plastic bags after ordinances were adopted. Assuming single use bags are 8% of the trash observed in stormwater discharges, the Town concludes that there has been a 7% (i.e., 8% x 86% effectiveness in reducing bags) reduction in trash in stormwater discharges as a result of the county ordinance. As the Town does not have any establishments that generate Single-Use Plastic Bags, this assessment methodology reduces trash entering into the Town due to the implementation done by neighboring cities. | NA | NA |

C.10.b.iv ► Trash Reduction – Source Controls

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and provide the associated reduction of trash within your jurisdictional area. Also include the total % reduction credit for all source controls up to the maximum 10% allowed by MRP 2.0.

| Source Control Action | Summary Description & Dominant Trash Sources and Types Targeted | Evaluation/Enforcement Method(s) | Summary of Evaluation/Enforcement Results To-date | % Reduction | Total Reduction Credit (%) |
|--|---|---|--|-------------|----------------------------|
| Expanded Polystyrene Food Service Ware Ordinance | The Town of Hillsborough passed Ordinance Number 475 adding Chapter 8.10 to the Town's Municipal Code supporting international, federal, and state bans of all uses of chlorofluorocarbons and polystyrene foam. As a result, Town sponsored events or events on Town property are prohibited from using polystyrene based disposable food service packaging. | <p>Although the Town has adopted and implemented an ordinance prohibiting the distribution of EPS food ware by food vendors, evaluations of the effectiveness of the ordinance have not yet been conducted. For the purpose of estimating trash reductions in stormwater discharges associated with the ordinance, the results of assessments conducted by the cities of Los Altos and Palo Alto were used to represent the reduction of trash associated with the Town's ordinance. Assessments conducted by these cities were conducted prior to and following the effective date of their ordinances, and include audits of businesses and/or assessments of EPS food ware observed on streets, storm drains and local creeks. The results of assessments conducted by these cities are assumed to be representative of the effectiveness of the Town's ordinance because the implementation (including enforcement) of the Town's ordinance is similar to the City of Los Altos' and Palo Alto's.</p> <p>The Town developed its 5% trash reduced estimate using the following assumptions:</p> <ol style="list-style-type: none"> 1) EPS food ware comprises 6% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA 2) 80% of EPS food ware distributed by food vendors or sold via stores in the County is affected by the implementation of the ordinance; and 3) There is now 95% less EPS food ware being distributed, sold and/or observed in the environment, based on assessments conducted by the City of Palo Alto and City of Los Altos. | Results of assessments that are representative of the Town, but were conducted by the cities of Los Altos and Palo Alto, indicate that Town's ordinance is effective in reducing EPS food ware in stormwater discharges. This conclusion is based on the following assessment result - an average of 95% of businesses affected by the ordinance is no longer distributing EPS food ware post-ordinance. Based on these results, the estimated average reduction of EPS food ware in stormwater discharges is 90%. Assuming EPS food ware is 6% of the trash observed in stormwater discharges, the Town concludes that there has been a 5% (i.e., 6% x 90%) reduction in trash in stormwater discharges as a result of the ordinance. | NA | NA |

C.10.c ► Trash Hot Spot Cleanups

Provide the FY 15-16 cleanup date and volume of trash removed during each MRP-required Trash Hot Spot cleanup during each fiscal year listed. Indicate whether the site was a new site in FY 15-16.

| Trash Hot Spot | New Site in FY 15-16 (Y/N) | FY 15-16 Cleanup Date(s) | Volume of Trash Removed (cubic yards) | | | | |
|----------------|----------------------------|--------------------------|---------------------------------------|------------|------------|------------|------------|
| | | | FY 2011-12 | FY 2012-13 | FY 2013-14 | FY 2014-15 | FY 2015-16 |
| HL01 | No | July 9, 2015 | 0.5 | 0.4 | 0.1 | 0.15 | 0.15 |

C.10.d ► Long-Term Trash Load Reduction Plan

Provide descriptions of significant revisions made to your Long-term Trash Load Reduction Plan submitted to the Water Board in February 2014. Describe significant changes made to primary or secondary trash management areas (TMA), trash generation maps, control measures, or time schedules identified in your plan. Indicate whether your trash generation map was revised and is attached to your Annual Report.

| Description of Significant Revision | Associated TMA |
|--|----------------|
| In FY 15-16, consistent with all MRP Permittees, all public K-12 schools, college and university parcels were made non-jurisdictional on the Town's baseline trash generation maps. Under California Government Code Sections 4450 through 4461, the construction, modification, or alternation of facilities and/or structures on these parcels are under the jurisdiction of the California Division of State Architect and not the Town. The public right-of-way (e.g., streets and sidewalks) surrounding these parcels remain as jurisdictional on the Town's baseline trash generation maps. Revised maps that incorporate these revisions are included in Appendix 10-2. | All applicable |
| In FY 14-15, the Town of Hillsborough's Baseline Trash Generation Map included 7 acres of land in TMA 1 that is entirely comprised of the roadway on Skyline Boulevard (State Highway 35) under the jurisdiction of the California Department of Transportation (Caltrans). Based on a combination of baseline on-land visual trash assessments and an evaluation of the boundaries of this jurisdictional area, these 7 acres have been designated as non-jurisdictional, and the associated baseline trash generation has been removed from the Town's baseline map and acreage. As a result, the Town is entirely "low trash generation." The Town's baseline generation map has been revised accordingly and is included in Appendix 10-2. | TMA 1 |

C.10.e. ► Trash Reduction Offsets (Optional)

Provide a summary description of each offset program implemented, the volume of trash removed, and the offset claimed in FY 15-16. Also, for additional creek and shoreline cleanups, describe the number and frequency of cleanups conducted, and the locations and cleanup dates. For direct discharge control programs approved by the Water Board Executive Officer, also describe the results of the assessments conducted in receiving waters to demonstrate the effectiveness of the control program. Include an Appendix that provides the calculations and data used to determine the trash reduction offset.

| Offset Program | Summary Description of Actions and Assessment Results | Volume of Trash (CY) Removed/Controlled in FY 15-16 | Offset (Jurisdiction-wide Reduction %) |
|---|---|---|--|
| Additional Creek and Shoreline Cleanups (Max 10% Offset) | Not applicable | NA | NA |
| Direct Trash Discharge Controls (Max 15% Offset) | Not applicable | NA | NA |

Appendix 10-1. Baseline trash generation and areas addressed by full capture systems and other control measures in Fiscal Year 15-16.

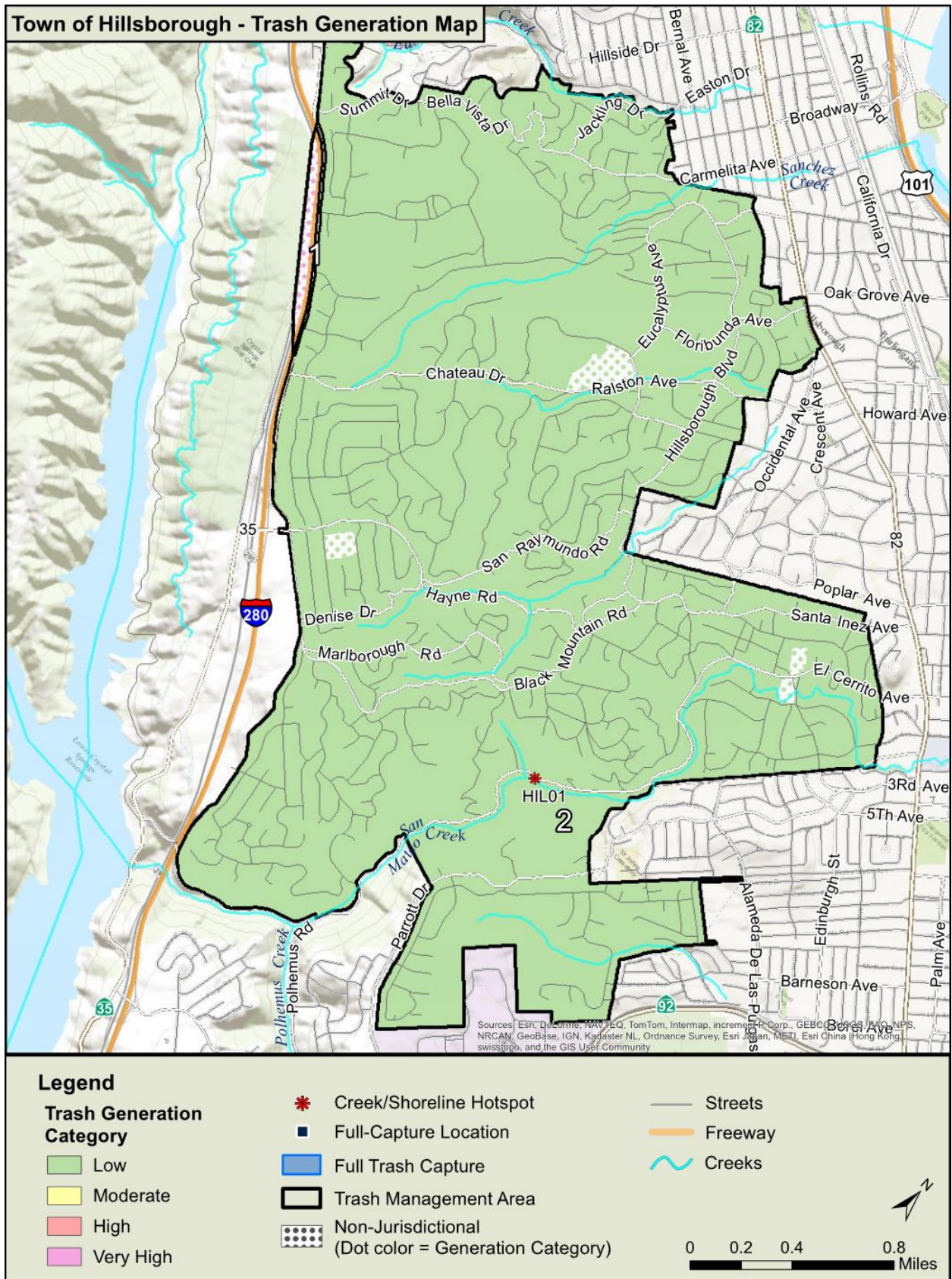
| TMA | 2009 Baseline Trash Generation (Acres) | | | | | Trash Generation (Acres) in FY 15-16 After Accounting for Full Capture Systems | | | | | Jurisdiction-wide Reduction via Full Capture Systems (%) | Trash Generation (Acres) in FY 15-16 After Accounting for Full Capture Systems and Other Control Measures | | | | | Jurisdiction-wide Reduction via Other Control Measures (%) | Jurisdiction-wide Reduction via Full Capture AND Other Control Measures (%) |
|--------|--|----|----|----|-------|--|----|----|----|-------|--|---|----|----|----|-------|--|---|
| | L | M | H | VH | Total | L | M | H | VH | Total | | L | M | H | VH | Total | | |
| 1* | NA | NA | NA | NA | NA* | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| 2** | 3,909 | 0 | 0 | 0 | 3,909 | 3,909 | 0 | 0 | 0 | 3,909 | NA | 3,909 | 0 | 0 | 0 | 3,909 | 100% | 100% |
| Totals | 3,909 | 0 | 0 | 0 | 3,909 | 3,909 | 0 | 0 | 0 | 3,909 | NA | 3,909 | 0 | 0 | 0 | 3,909 | 100% | 100% |

* Land area in this TMA is comprised entirely of State Highway 35 (Skyline Blvd), which is under the non-jurisdictional and is the responsibility of the California Department of Transportation.

**All jurisdictional areas are low trash generation.

Appendix 10-2

Revised Baseline Trash Generation Map



Section 11 - Provision C.11 Mercury Controls

- C.11.a ► Implement Control Measures to Achieve Mercury Load Reductions**
- C.11.b ► Assess Mercury Load Reductions from Stormwater**
- C.11.c ► Plan and Implement Green Infrastructure to Reduce Mercury Loads**
- C.11.d ► Prepare Implementation Plan and Schedule to Achieve TMDL Allocations**
- C.11.e ► Implement a Risk Reduction Program**

Summary: A summary of accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of SMCWPPP's FY 15-16 Annual Report.

Section 12 - Provision C.12 PCBs Controls

C.12.a ▶ Implement Control Measures to Achieve PCBs Load Reductions

C.12.b ▶ Assess PCBs Load Reductions from Stormwater

C.12.c ▶ Plan and Implement Green Infrastructure to Reduce PCBs Loads

C.12.d ▶ Prepare Implementation Plan and Schedule to Achieve TMDL Allocations

C.12.e ▶ Evaluate PCBs Presence in Caulks/Sealants Used in Storm Drain or Roadway Infrastructure in Public Rights-of-Way

C.12.f ▶ Manage PCB-Containing Materials and Wastes During Building Demolition Activities So That PCBs Do Not Enter Municipal Storm Drains

C.12.g ▶ Fate and Transport Study of PCBs: Urban Runoff Impact on San Francisco Bay Margins

C.12.h ▶ Implement a Risk Reduction Program

Summary: A summary of accomplishments for these sub-provisions are included within the C.12 PCBs Controls section of SMCWPPP's FY 15-16 Annual Report.

Section 13 - Provision C.13 Copper Controls

| C.13.a.iii ► Manage Waste Generated from Cleaning and Treating of Copper Architectural Features | | | | |
|---|-------------------------------------|------------|--------------------------|-----------|
| (For FY 15-16 Annual Report only) Do you have adequate legal authority to prohibit the discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of copper architectural features, including copper roofs? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| (For FY 15-16 Annual Report only) Provide a summary of how copper architectural features are addressed through the issuance of building permits. | | | | |
| Summary: The Town does allow copper architectural features use but requires discharge from this use to be directly connected to the sanitary sewer system only. | | | | |
| The Town provides guidance related to requirements for Architectural Copper via 1) The Town's website www.hillsborough.net/DocumentCenter/View/1408 ; 2) the SMCWPPP "Requirements for Architectural Copper" Fact Sheet www.flowstobay.org/files/newdevelopment/flyersfactsheets/ArchitecturalcopperBMPs.pdf to building permit applications for roof replacement or new buildings; and 3) reviews building permit applications specifically for the use of copper architectural features, and provides guidance on the installation and maintenance of these features. | | | | |
| (FY 15-16 Annual Report and each Annual Report thereafter) Provide summaries of permitting and enforcement activities to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction. | | | | |
| Summary: The building inspectors during the construction inspections are responsible for identifying copper architectural features and if appropriate BMPs are implemented. Any issues noted are documented and enforcement actions recorded in the Provision C.6 inspection records. The enforcement staff is responsible for responding to, investigating and identifying illegal discharge of wash water from washing copper architectural features. Any enforcement actions or reported discharges are recorded in the Provision C.5 inspection records. The SMCWPPP "Requirements for Architectural Copper" Fact Sheet is made available to the public, construction inspectors and illicit discharge inspectors on the SMCWPPP website (www.flowstobay.org/files/newdevelopment/flyersfactsheets/ArchitecturalcopperBMPs.pdf). Inspectors are made aware of the concerns with copper architectural features at SMCWPPP Training Workshops and internal municipal trainings. | | | | |

| C.13.b.iii ► Manage Discharges from Pools, Spas, and Fountains that Contain Copper-Based Chemicals | | | | |
|--|-------------------------------------|------------|--------------------------|-----------|
| (For FY 15-16 Annual Report only) Do you have adequate legal authority to prohibit the discharge to storm drains of water containing copper-based chemicals from pools, spas, and fountains? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| (For FY 15-16 Annual Report only) Provide a summary of how copper-containing discharges from pools, spas, and fountains are addressed to accomplish the prohibition of the discharge. | | | | |
| Summary: The Town uses the OWOW "Maintenance Tips for Pools, Spas, and Fountains" Fact Sheet, available on the SMCWPPP website | | | | |

<http://www.ourwaterourworld.org/Portals/0/documents/pdf/Maintenance%20Tips%20for%20Pools%20%20Spas%20and%20Fountains.pdf>) to educate the public.

The Town also responds to discharges from pools through Provision C.5 - Illicit discharge detection and elimination program; and requires all regulated projects to discharge pools, spas, and fountain water to the sanitary sewer.

(FY 15-16 Annual Report and each Annual Report thereafter) Provide summaries of any enforcement activities related to copper-containing discharges from pools, spas, and fountains.

Summary: The Town allows copper-containing discharges from pools, spas, and fountains only to the sanitary sewer system. Upon review of our Provision C.5 Illicit Discharge Inspection Data, the Town staff found no enforcement activities related to copper-containing discharges from pools, spas, and fountains.

C.13.c.iii ► Industrial Sources Copper Reduction Results

Based upon inspection activities conducted under Provision C.4, highlight copper reduction results achieved among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed.

Summary:

Not applicable. The Town does not have any industrial businesses.

Section 15 -Provision C.15 Exempted and Conditionally Exempted Discharges

C.15.b.vi.(2) ► Irrigation Water, Landscape Irrigation, and Lawn or Garden Watering

Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary:

The Town of Hillsborough recognizes the importance of water conservation and continues to offer the following water conservation resources and programs:

- Free Water Wise Gardening Web and DVD Resource. Available online. Provides tips for conserving outdoor water.
- The Town Water Conservation Garden. The Town maintains a Water Conservation Garden that demonstrates low water landscaping concepts. Residents can visit the garden to learn how to incorporate water conservation concepts in their own landscaping.
- Water Conservation Rebates. Hillsborough participates in outdoor water conservation rebate and giveaway programs through BAWSCA. This includes the Outdoor Water-Wise Education Program.
- Water Use Reports. The Town provides water use reports to all Town residents. The report provides actual water use as compared to ideal water use based on landscape site characteristics. The reports encourage efficient irrigation and reduce irrigation run-off associated with over-watering.
- Green Building Ordinance. The Town's Green Building Ordinance requires that indoor and outdoor water conservation measures be implemented during all new construction and major renovations and remodels. The ordinance can be found at <http://www.hillsborough.net/civica/filebank/blobdload.asp?BlobID=3921>.
- Water Efficiency in Landscape Ordinance ("WELO"). The Town's WELO requires all new construction projects and major landscaping projects to design water efficient landscapes and irrigation systems, in compliance with California State Assembly Bill 1881, Section 65597 - "The Water Conservation in Landscaping Act." Applicable projects must submit an Outdoor Water Use Efficiency Checklist and receive inspections to demonstrate compliance. Details can be found at <http://www.hillsborough.net/civica/filebank/blobdload.asp?BlobID=4357>
- NO-DES. The NO-DES flushing unit eliminates water waste during UDF and select water maintenance flushing activities conducted by Public Works.
- The Town's strives to ensure that adverse impacts are eliminated from irrigation water and landscape irrigation through improvements on codes and ordinances and implement enforcement(s) through the ERP for ongoing incidents of large volume of landscape irrigation runoff.

Additionally, as a part of its drought response, the Town has increased water conservation outreach, programs and efforts. In particular, the Town prohibits water waste including irrigation that results in runoff onto pavement, streets and into storm drains. The Town has an enforcement mechanism for water waste infractions, including fines up to \$500 per day per violation.