



REMOVE & RECOMPACT (R&R) PERMIT
 800 South Victoria Avenue, Ventura, CA 93009-1600
<http://vcpublicworks.org/dis>

The following items should be included in the R&R Grading Plan Submittal application packet:

Completed Application Form:

- A Copy of the Zone Clearance
- Remove and Recompact Fee
- Soils Report Review Deposit/Fee
- Geology Report Review Deposit/Fee (if needed).
- One Copy Soils Report
- One Copy of Geology Report (if needed)
- One Copy of DS-208, Geology and Geotechnical Report Submittal
- DS-29, Acknowledgement Concerning the Employment of a Registered Civil Engineer and Technical Consultants (Signed by all engineers and owner) if applicable.
- One copy of the appropriate Stormwater Quality form(s) SW-1, SW-2, SW-HR et al
- DS-251 Stormwater Permit Requirements for New Development and Redevelopment Questionnaire

Project Representative (if other than owner or engineer):

Name _____ Address _____

City _____ State _____ Phone _____

County of Ventura
GRADING PERMIT
PUBLIC WORKS AGENCY
DEVELOPMENT AND INSPECTION SERVICES
800 South Victoria Avenue, Ventura, CA 93009
(805) 654-2030

Permit No. _____

Description of Grading Work _____ Blasting: Yes No

Per Ventura County Drawing Nos. _____

Address of Job _____

Assessor Parcel No. _____

Type of Grading: Staged: Regular: Engineered: Agricultural: Oil Field Remove & Recompact:

Depth of Cut _____ Excavation _____ yds. Destination of Surplus _____

Height of Fill _____ Fill _____ yds. Import _____ yds. Export _____ yds.

Source of Import _____

Grading Plan Check Fee \$ _____ Date Paid ____/____/____ Receipt No. _____

Grading Permit Fee \$ _____ Date Paid ____/____/____ Receipt No. _____

Bond Amount \$ _____ Bond No. _____ Bond Agency _____

Inspection Required Yes No "As-Built" Required Yes No

Deviations from Grading Ordinance _____

PERMITTEE SHALL NOTIFY SUBDIVISION INSPECTION 48 HOURS PRIOR TO WORK

Property Owner _____ Phone _____

Address _____ City _____ Zip _____

Email _____

Contractor _____ Phone _____

Address _____ City _____ Zip _____

Email _____

Supervising Civil Engineer _____ Phone _____

Address _____ City _____ Zip _____

Email _____

Soils Engineer _____ Phone _____

Address _____ City _____ Zip _____

Email _____

Engineering Geologist _____ Phone _____

Address _____ City _____ Zip _____

Email _____

This permit authorizes only that work described hereon. Neither the issuance of this permit, nor the compliance with the provisions hereof or with any conditions imposed by this permit shall relieve any person from responsibility for damage to other persons or property nor impose any liability upon the governing agency for damage to other persons or property. All attached addenda are a part of this permit. All modifications of this permit or of the approved grading plan must be approved by the governing agency.

I hereby acknowledge that I have read this application and state that the above is correct, and that all excavation, grading and filling of land shall be in accordance with the approved plans, and the applicable grading ordinance. In consideration of the County issuing this grading permit the permittee agrees to comply with all provisions of this permit including the standard conditions and special conditions attached hereto.

Your permit is not complete until "NOTIFICATION OF COMPLETION" is issued. Occupancy clearance does not mean that your project is complete.

X Signature _____ Print Name _____ Date _____

PROPERTY OWNER

Permit Issued by: _____ Date Permit Issued _____ Expiration Date _____

This permit expires 12 months after issuance unless specified otherwise on this permit.

WORKMAN'S COMPENSATION

It is required that each applicant file the following:

1. A certificate of consent to self-insure issued by the Director of Industrial Relations, or
2. A certificate of Workman's Compensation Insurance issued by an admitted insurer, or
3. An exact copy certified by the Director of Industrial Relations or the insurer, or

Workman's Compensation Insurance Policy No. _____ Expiration Date _____

4. Statement of Understanding:

"I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the Workmen's Compensation Laws of California. I further certify that I will verify compliance with the Workman's Compensation Laws of California of all sub-contractors contracted by me for any participation on projects over which I have contractual jurisdiction."

I declare under penalty of perjury that the foregoing is true and correct.

X Signature _____ Date _____

FILL IN ALL BLANKS. IF NOT APPLICABLE, ENTER THE WORD "NONE"
Signature of this sheet constitutes agreement of Standard Conditions as described on page 2

STANDARD CONDITIONS

1. Grading shall be in accordance with Ventura County Building Code which adopts by reference UBC Chapter 33, Excavation and Grading, and the Ventura County Standard Land Development Specifications and the Land Development Manual.
2. Plan check and inspection fee deposits shall be made in accordance with the Board of Supervisor's adopted Fee Deposit Schedule. The permittee shall pay the actual costs (including overhead) for services rendered. If at any time the actual costs exceed the deposits, the permittee shall pay the balance due before proceeding with further work. Failure to remit payment when due may result in the County recording a Non-Compliance against the parcel. Deposits not used will be refunded to the permittee upon completion of all required work.
3. All recommendations made by the soils engineer (and engineering geologist, where employed) contained in the reports referenced hereon as approved or conditioned by the County shall be a part of this grading plan.
4. All graded surfaces subject to erosion shall be protected as approved by the building official. Protection shall be provided and fully functional prior to final approval of grading as completed, issuance of a certificate of occupancy, or utility clearance for any building on the site, whichever occurs first.
5. All deleterious material, i.e., lumber, logs, brush, or any other organic materials or rubbish, shall be removed from all areas to receive compacted fill.
6. Unsuitable material shall be removed as required by the soils engineer (and engineering geologist, where employed) from all areas to receive compacted fill or drainage structures.
7. All areas to receive compacted fill shall be inspected and approved by the soils engineer (and engineering geologist, where employed) after removal of suitable material and excavation of keyways and benches, and prior to placement of subsurface drainage systems for any fill.
8. All soils or rock materials deemed unsuitable for placement in compacted fill shall be removed from the site. Any material such as concrete or imported materials shall be approved by the soils engineer prior to use in compacted fill. Where excavated material is blocky it will be broken into suitable particle sizes, none larger than 12 inches in largest dimension, before being used as fill in conformance with Sec. 3313 of the UBC.
9. The soils engineer shall direct the removal or treatment of any existing underground structures such as septic tanks, irrigation lines, etc.
10. Any water well located within the site shall be reported to the Health Department of Ventura County prior to its modification or destruction. Special procedures are required for abandonment.
11. All excavated back slopes and keys for buttress fills must be examined by the engineering geologist and soils engineer to insure that all potential planes of failure have been exposed in the excavation and will be adequately supported by the proposed buttress. Field certification to be submitted by the consultants.
12. Storm damage prevention measures or preventative devices required by the building official shall be installed by November 1 or as grading progresses and maintained until April 15 of the succeeding year or unless early removal is agreed to by the building official.
13. The soils engineer shall submit recommendations for corrective work to insure slope stability where unstable material is exposed at the top of cuts.
14. Unless otherwise specified, corrugated steel pipe shall be bituminous coated in accordance with standard land development specifications (SLDS).
15. Terrace drains, interceptor drains and downdrains shall be constructed of 3" P.C.C. (or gunite) reinforced with 6" x 6" x 10 x 10 W.W.M and shall be of either semi circular or triangular cross section.
16. Materials for interceptor drains, terrace drains and downdrains shall meet standard land development specifications, subsection 201-1 and 400 except that the concrete lined swales, V-ditches, paved terrace drains, downdrains, berms, velocity reducers and other erosion protection devices shall be of Class 470-C-2000 unless otherwise specified.
17. Interim soils and geologic reports shall be submitted to the County as required by the building official.
18. "As-built" soils engineering (and if applicable, engineering geology) reports, summarizing all work performed and concluding that fills have been placed according to the approved plans and stating that all geologic features are grossly stable as graded shall be submitted to the County prior to approval of the rough grading by the building official.
19. That all work contemplated under the permit will be completed within the time limit specified in the permit or any time extensions granted thereon and will be done in accordance with approved plans and in compliance with the terms and conditions of the grading permit to the satisfaction of the Director of Public Works and all of the provisions of the Code, applicable laws, and ordinances.
20. That for a period of one year after the issuance of the certificate of completion that principal shall perform all maintenance and comply with all conditions required under the permit.
21. That in the event the principal fails to comply with the provisions of the permit and all applicable laws, the surety will promptly complete the work to the satisfaction of the Director of Public Works. In the event said surety fails to promptly do so, the surety will pay the County all costs and expenses incurred by said County in making the premises safe to the satisfaction of the Director of Public Works.
22. Any work performed under this permit prior to notifying Development and Inspection Services as to the start of work will be subject to whatever action including restoration to conditions existing before work was begun, that the County of Ventura deems necessary to inspect, correct and/or approve said work.
23. This permit is valid only to the extent of Ventura County Grading Ordinance Permits required by other interested Agencies and consent of other interested Agencies and consent of the underlying fee owner of easement and that of easement holders shall be the responsibility of the permittee.
24. If the property subject to this permit changes ownership, the permittee should advise the new owner to contact Development and Inspection Services concerning the need for a transfer of the permit.
25. If the owner wishes to change the Civil Engineer or technical consultants the owner must provide a release letter from the engineer or consultant and contact Development and Inspection Services.
26. A preconstruction conference of all interested parties shall be held prior to any construction or grading.

COUNTY OF VENTURA

**AUTHORIZATION OF AGENT
TO ACT ON PROPERTY OWNER'S BEHALF**

I hereby authorize the person identified below to act as my agent to apply for, sign, and file the documents necessary to obtain the permits required for my project (excluding the *Notice to Property Owner*, the execution of which I understand is my personal responsibility). My agent should receive copies of all notices and communications related to my project unless I have otherwise notified the County.

Project Description: _____

(Include Permit # if available)

Project Location: _____

(Address, APN and other property identification as needed)

Name of Authorized Agent: _____
(Please Print)

Address of Authorized Agent: _____

Phone Number of Authorized Agent: _____

E-Mail Address of Authorized Agent: _____

PROPERTY OWNER ACKNOWLEDGEMENT

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy. Further, I agree that I and my agent will abide by all ordinances of the County of Ventura and that any approvals granted for this project will be carried out in accordance with the requirements of the County of Ventura.

Property Owner's Name: _____
(Please Print)

Property Owner's Signature: _____ Date: _____

Property Owner's E-Mail Address: _____

Property Owner's Phone Number: _____

Note: A copy of the owner's driver's license, notarization, or other verification acceptable to the agency must be submitted with this form to verify property owner's signature. The owner must be as shown on the latest Assessor records.

Verification of Property Owner Signature: Driver License Notarized Letter Other

Staff Signature

Date

Date Issued: _____

Permit No. _____

**COUNTY OF VENTURA
ACKNOWLEDGEMENT CONCERNING THE EMPLOYMENT OF A REGISTERED
CIVIL ENGINEER AND TECHNICAL CONSULTANTS**

Address/Location of Property _____

Tract No. _____ or APN: _____

Legal Description _____

The Owner(s) of the above described property hereby acknowledge that, as a condition of the Grading Permit and during all work authorized by said permit, a Registered Civil Engineer will be retained to be in responsible charge of the work and perform the duties of Civil Engineer in accordance with requirements of the Grading Ordinance and the Land Development Manual, and further, that a Soils Engineer and/or Engineering Geologist will be employed to make test, investigations, perform inspections and file the reports that are or may be required for compliance with said Ordinance and Manual.

Should new consultants be hired following approval by the County of the original reports and grading plan, the new consultants shall be bound by the grading plan and recommendations contained therein. If the plan, recommendations or work completed are not acceptable to the new consultants they shall provide a new report with recommendations and supporting data which must then be incorporated on a revised plan to be submitted for approval to the County. The Grading Contractor shall, upon completion of grading, be required to provide certification of his work by signature on the cover sheet of the As-built grading plans.

Owner(s) Signature _____ Date _____ Phone _____

Owner(s) Name _____ Address _____

Email: _____ City _____

The undersigned verify that they have been retained as stated above and agree to notify the County within 48 hours if such employment is terminated. It is further understood that all Soils and/or Geology Reports are to be coordinated by and submitted to the County by the Civil Engineer.

Civil Engineer _____ Date _____
(Signature)

Name: _____ Reg. No. _____

Firm: _____ Phone _____

Address: _____ Email: _____

Soils Engineer _____ Date _____
(Signature)

Name: _____ Reg. No. _____

Firm: _____ Phone _____

Address: _____ Email: _____

Engineering Geologist: _____ Date _____

Name: _____ Reg. No. _____

Firm: _____ Phone _____

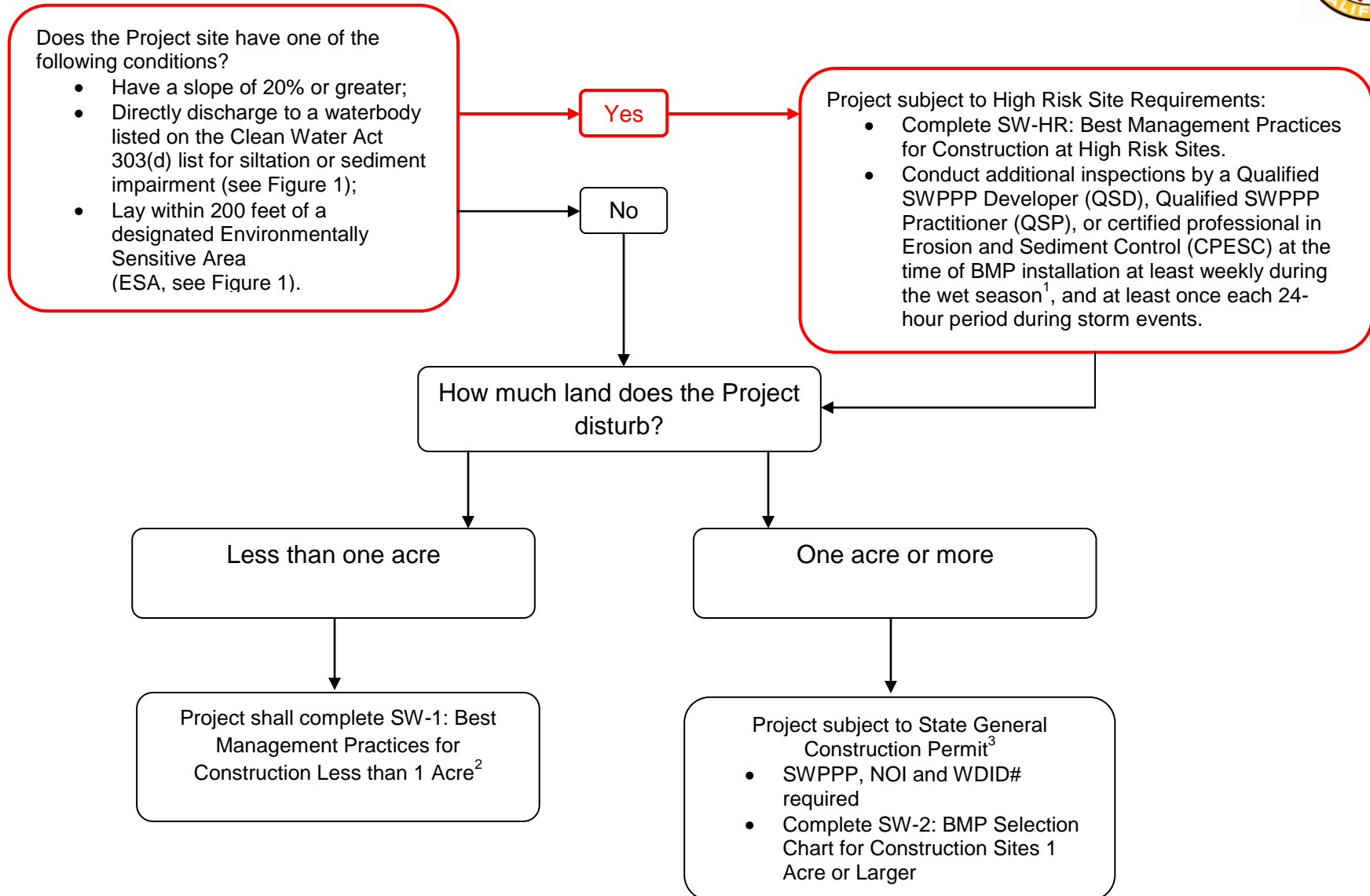
Address: _____ Email: _____

INSTRUCTIONS: This document must be completed and filed with the County before the grading permit may be issued. One copy will be returned to each signer when the permit is issued.

NPDES Construction Requirements



Applicable to Projects that Require a Grading Permit or Building Permit



¹ Wet season is defined as the calendar beginning October 1 through April 15.

² Public Agency projects (including Capital Improvement Projects) are subject to Storm Water Pollution Control Plan (SWPCP) requirements, see website: http://portal.countyofventura.org/portal/page/portal/PUBLIC_WORKS/engineeringservices/pwa_construction_projects/Stormwater

³ For a copy of the State General Construction Permit, visit http://www.waterboards.ca.gov/water_issues/programs/stormwater/constpermits.shtml



COUNTY OF VENTURA

STORMWATER PERMIT REQUIREMENTS FOR NEW DEVELOPMENT AND REDEVELOPMENT QUESTIONNAIRE

The Ventura County Municipal Stormwater Permit requires implementation of Post-Construction Stormwater Management Plan (PCSMP) controls for applicable New Development and Redevelopment projects. The Part 4.E "Planning and Land Development Program" of the Permit (Order No. R4-2010-0108) provides detailed requirements on the design, implementation, and maintenance of PCSMP controls (available at <http://onestoppermit.ventura.org/>).

✓ *Please place a check mark in all the boxes that apply to project.*

The following questionnaire will determine if the proposed project is subject to Ventura Countywide NPDES Municipal Stormwater Permit Order No. R4-2010-0108, Part 4.E "Planning and Land Development Program" requirements to design, implement, and maintain PCSMP controls.

1. Does this proposed project involve construction of street(s), road(s), highway(s), or freeway adding or creating 10,000 square feet or more of **impervious surface area** (refer to the Definition on page 3)?
 - Yes**, this project shall incorporate USEPA Guidance "Managing Wet Weather with Green Infrastructure: Green Streets" to the maximum extent practicable. For additional information refer to www.onestoppermit.ventura.org under Surface Water Quality Section's "Guidelines/Standards". For submittal requirements, refer to item 8 below.
 - No**, proceed to item 2 below.

2. Is this application for construction of a Single Family Hillside¹ Home?
 - Yes**, this project shall include Post-Construction Requirements for Single-Family Hillside Homes. For additional information refer to www.onestoppermit.ventura.org under Surface Water Quality Section's "Guidelines/Standards". For submittal requirements, refer to item 8 below.
 - No**, proceed to item 3 below.

3. Is the proposed project located within the County Unincorporated Urban areas?
 - Yes**, proceed to item 4 below.
 - No**, this proposed project is not subject to PCSMP controls. **No further Action**.

4. Is this application for a New Development project involving creation or addition of **impervious surface area** (refer to the Definition on page 3)?
 - Yes**, proceed to item 5 below.
 - No**, proceed to item 6 below.

5. Please check the appropriate box if the proposed New Development project involves any of the following activities:
 - Yes**, New Development project equal to 1 acre or greater of disturbed area and adding more than 10,000 square feet of **impervious surface area** (refer to the Definition on page 3);
 - Yes**, Industrial park 10,000 square feet or more of surface area;
 - Yes**, Commercial strip mall 10,000 square feet or more of **impervious surface area** (refer to the Definition page 3);
 - Yes**, Retail gasoline outlet 5,000 square feet or more of surface area;

¹ "Hillside" is defined as average slope of 20% or greater.

**COUNTY OF VENTURA
STORMWATER PERMIT REQUIREMENTS FOR NEW DEVELOPMENT AND REDEVELOPMENT
QUESTIONNAIRE**

- Yes**, Restaurant 5,000 square feet or more of surface area;
- Yes**, Parking lot 5,000 square feet or more of **impervious surface area** (refer to the Definition on page 3), or with 25 or more parking spaces;
- Yes**, Automotive service facility 5,000 square feet or more of surface area;
- Yes**, a project located in or directly adjacent to, or discharging directly to an Environmentally Sensitive Area² (ESA), where the development will:
 - A) Discharge storm water runoff that is likely to impact a sensitive biological species or habitat; and
 - B) Create 2,500 square feet or more of **impervious surface area** (refer to the Definition on page 3).
- No**, none of the above; this proposed New Development project is not subject to PCSMP Controls. **No further Action.**

If you check “**Yes**” in at least one box above (item 5), proceed to item 8 below for required project submittal information.

6. Is proposed project a Redevelopment and land-disturbing activity (not an interior remodel, roof replacement, or other maintenance-related activities) of an existing single-family dwelling³ and accessory structures that will result in creation, addition, or replacement of 10,000 square feet of **impervious surface area** (refer to the Definition on page 3)?
- Yes**, the PCSMP controls are required; for project submittal information refer to item 8
 - No**, proceed to item 7 below.
7. Is proposed Redevelopment and land-disturbing activity (not maintenance) project other than existing single-family dwelling that will result in creation, addition, or replacement of 5,000 square feet of **impervious surface area** (refer to the Definition on page 3) on already developed site⁴?
- Yes**, the PCSMP controls are required; for project submittal information refer to item 8
 - No**, this Redevelopment project is not subject to PCSMP controls. **No further Action.**
8. If you answered “**YES**” to questions in items 5, 6, or 7, the proposed project is subject to design, construction, and maintenance of the PCSMP controls in accordance with the Ventura Countywide Technical Guidance Manual (TGM) for Stormwater Quality Control Measures (The TGM can be found on the VC Stormwater website at <http://www.vcstormwater.org/index.php/publications/manuals/32-technical-guidance-manual>). The following items shall be included in your application package:
- A) Identify proposed PCSMP controls on your site/grading plan,
 - B) Provide the necessary analysis in your Drainage Study to demonstrate that the PCSMP controls will function as proposed including any applicable stormwater quality design flow or volume calculations for proposed treatment device(s) using applicable form⁵ (Appendix E&G of the Technical Guidance Manual), and
 - C) Submit a Post-Construction Stormwater Management Plan (PCSMP) ⁵.

² For complete ESA information, call the Water Quality Engineer at (805) 662-6737.

³ To determine if proposed project meets definition of Redevelopment project, the already developed site shall equal to 1 acre or greater of disturbed area and more than 10,000 ft² of impervious area shall meet at least one of the criteria listed in items 5 above. For additional information, call the Water Quality Engineer at (805) 662-6737.

⁴ To determine if proposed project meets definition of Redevelopment project, the already developed site shall meet at least one of the criteria listed in items 5 above. For additional information, call the Water Quality Engineer at (805) 662-6737.

⁵ County of Ventura PCSMP form is available at www.onestoppermit.ventura.org under Surface Water Quality Section's “Forms” tab. For additional information, call the Water Quality Engineer at (805) 662-6737.

**COUNTY OF VENTURA
STORMWATER PERMIT REQUIREMENTS FOR NEW DEVELOPMENT AND REDEVELOPMENT
QUESTIONNAIRE**

Questionnaire was prepared by:

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____

ADDITIONAL INFORMATION:

Documents referenced in this questionnaire are available at <http://onestoppermit.ventura.org/>.

DEFINITION:

Impervious Surface Area - A hard surface area which either prevents or retards the entry of water into the predevelopment soil mantle. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, impermeable concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of stormwater. For complete definition refer to the 2011 Ventura Countywide Technical Guidance Manual for Stormwater Quality Control Measures available at <http://www.vcstormwater.org/index.php/publications/manuals/32-technical-guidance-manual>.

For more information refer to www.onestoppermit.ventura.org under Surface Water Quality Section or call Water Quality Engineer at (805) 662-6737.

The copy of the Ventura Countywide Technical Guidance Manual (TGM) for Stormwater Quality Control Measures is available at <http://www.vcstormwater.org/index.php/publications/manuals/32-technical-guidance-manual>.



COUNTY OF VENTURA

STORMWATER PERMIT REQUIREMENTS FOR CONSTRUCTION ACTIVITIES QUESTIONNAIRE

The Ventura County Municipal Stormwater Permit requires implementation of an effective combination of Best Management Practices (BMPs) at construction sites in order to prevent erosion and sediment loss, or the discharge of construction wastes to the storm drain system (available at <http://onestoppermit.ventura.org/>, subpart 4.F of the Los Angeles Regional Water Quality Control Board Permit Order No. 10-0108). Additionally, construction activities causing one acre or more of soil disturbance (or less than one acre but as a part of a larger common area of development or sale) require coverage under the California Statewide General Construction Permit CAS000002, available online at http://www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml.

✓ Please place a check mark in all the boxes that apply to project.

Construction activities causing less than 1 acre of soil disturbance:

- Complete and submit **SW-1** (Best Management Practices for Construction Less than 1 Acre) with the Building Permit application.

Construction activities with soil disturbance of 1 acre or greater:

- As required by the State Water Resources Control Board (SWRCB) State General Construction Permit No. CAS000002, the following items must be completed and submitted to the SWRCB:
 - **Stormwater Pollution Prevention Plan (SWPPP)**
 - **Notice of Intent (NOI)**
 - **SWRCB fee**

(Additional information available online at:

http://www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml)

- Complete **SW-2** (Best Management Practices for Construction 1 Acre or Greater).
- Include completed form **SW-2** in the prepared site-specific **SWPPP** and submit with the Building Permit application and to the Watershed Protection District County Unincorporated Stormwater Program for certification as a **Local SWPPP/SW-2**. If your project requires a Grading Permit, then submit documentation with Grading Permit application instead.

Construction Activities at High Risk Sites (see map and definition on back):

- Complete and submit **SW-HR** (Best Management Practices for Construction at High Risk Sites worksheet) and **SW-1** or **Local SWPPP/SW-2** (whichever is applicable as listed above) with the Building Permit application.
- Qualified SWPPP Developer (QSD), Qualified SWPPP Practitioner (QSP), or personnel or consultants who are Certified Professionals in Erosion and Sediment Control (CPESC) shall inspect the site:
 - at the time of BMP installation,
 - at least weekly between October 1 and April 15, and
 - at least once each 24 hour period during a storm event that generates runoff from the site.
- Retain records of inspection reports for review by the Building Permit inspectors upon request.

REQUIREMENTS FOR ALL CONSTRUCTION SITES

- A copy of the required forms (**SW-1**, **Local SWPPP/SW-2**, or **SW-HR** as applicable) must be kept at the site during construction activities.
- Implement all required BMPs during construction.

Questionnaire was prepared by:

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____

County of Ventura Stormwater Permit Requirements for Construction Activities Questionnaire

ADDITIONAL INFORMATION:

Documents referenced in this questionnaire area available at <http://onestoppermit.ventura.org/>.

DEFINITIONS:

CONSTRUCTION ACTIVITY includes any construction or demolition activity, clearing, grading, grubbing, or excavation or any other activity that results in a land disturbance. Construction does not include emergency construction activities required to immediately protect public health and safety or routine maintenance activities required to maintain the integrity of structures by performing minor repair and restoration work, maintain original line and grade, hydraulic capacity, or original purpose of the facility. See "**ROUTINE MAINTENANCE**" definition for further explanation. Where clearing, grading or excavating of underlying soil takes place during a repaving operation, State General Construction Permit Order No. 2009-0009-DWQ (CAS000002) coverage is required if more than one acre is disturbed or the activities are a part of a larger plan.

ROUTINE MAINTENANCE – Routine maintenance projects include, but are not limited to projects conducted to:

1. Maintain the original line and grade, hydraulic capacity, or original purpose of the facility.
2. Perform as needed restoration work to preserve the original design grade, integrity and hydraulic capacity of flood control facilities.
3. Includes road shoulder work, re-grading dirt or gravel roadways and shoulders and performing ditch cleanouts.
4. Update existing lines^A and facilities to comply with applicable codes, standards, and regulations regardless if such projects result in increased capacity.
5. Repair leaks

Routine maintenance does not include construction of new lines^B or facilities resulting from compliance with applicable codes, standards and regulations.

Notes: ^A Update existing lines includes replacing existing lines with new materials or pipes. ^B New lines are those that are not associated with existing facilities and are not part of a project to update or replace existing lines.

HIGH RISK SITES:

- (i) Construction sites on hillsides (on average 20% or greater slope); and
- (ii) Construction sites that **directly discharge**¹ to a waterbody listed on the CWA § 303 (d) list for siltation or sediment; or
- (iii) Construction activities that occur within or **directly adjacent**² to an **Environmentally Sensitive Area**³. Refer to Figure 1 (Ventura County Environmentally Sensitive Areas) illustrating ESA locations in Ventura County.

¹ **Directly Discharge** - means outflow from a drainage conveyance system that is composed entirely or predominantly of flows from the subject, property, development, subdivision, or industrial facility, and not commingled with the flows from adjacent lands.

² **Directly Adjacent** - means situated within 200 feet of the contiguous zone required for the continued maintenance, function, and structural stability of the environmentally sensitive area.

³ **Environmentally Sensitive Area (ESA)** - means an area "in which plant or animal life or their habitats are either rare or especially valuable because of their special nature or role in an ecosystem and which would be easily disturbed or degraded by human activities and developments" (Reference: California Public Resources Code § 30107.5). ESAs will include Clean Water Act 303d Listed Water Bodies in all reaches that are unimproved, all California Coastal Commission's Environmentally Sensitive Habitat Areas as delineated on maps in Local Coastal Plans and the Regional Water Quality Control Board's Basin Plan's Rare, Threatened or Endangered Species (RARE) and Preservation of Biological Habitats (BIOL) designated waterbodies. The California Department of Fish and Game's Significant Natural Areas map will be considered for inclusion as the department field verifies the designated locations. Watershed restoration projects will be considered for inclusion as the department field verifies the designated locations.

For information on requirements for **Qualified SWPPP Developer (QSD) and Qualified SWPPP Practitioner (QSP)**, refer to http://www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml.

For information on requirements for **Certified Professionals in Erosion and Sediment Control (CPESC)**, refer to <http://www.cpesc.net/>



SW-1

COUNTY OF VENTURA STORMWATER QUALITY MANAGEMENT PROGRAM

BEST MANAGEMENT PRACTICES FOR CONSTRUCTION LESS THAN 1 ACRE

Prior to the issuance of any construction/grading/building permit and/or the commencement of any clearing, grading or excavation, contractors of projects with construction activities that disturb less than one acre of soil, shall prepare and submit this Best Management Practices (BMPs) worksheet on the form provided herein.

The purpose of the implementing BMPs is to effectively prohibit the entry of pollutants from the construction site into the storm drain system during construction. Erosion and sediment source control BMPs should be considered for both active and inactive construction areas. BMPs for wind erosion and dust control are also included. The BMPs may require modification as the project progresses and as conditions warrant.

The BMPs shall be implemented in accordance with the National Pollutant Discharge Elimination System (NPDES) Ventura Countywide Stormwater Municipal Permit No. CAS004002 (Order 10-0108) dated July 8, 2010.

The applicant/owner is responsible for ensuring that all project contractors and subcontractors implement all applicable BMPs.

Project Name

Project Information (if applicable)

Assessor Parcel Number: _____ Grading Permit No.: _____

Building Permit No.: _____ Land Use No.: _____

Conditional Use Permit No.: _____ Subdivision No.: _____

Location: _____

General Description: _____

Construction Start Date: _____

Construction Completion Date: _____

FOR STAFF USE ONLY:

Reviewed & Approved By: _____ Title: _____

Signature: _____ Date: _____

Best Management Practices - BMPs

Complete the following charts. The BMPs listed shall be used unless determined not applicable or inadequate. Additional BMPs may apply. BMP descriptions and details can be downloaded from the California Stormwater Handbooks at www.casqa.org or CalTrans Handbook www.dot.ca.gov/hq/construc/stormwater/manuals.htm.

Table 1. BMPs at Construction Sites Less than 1 Acre

BMPs Selected – Noted by Ref. ID from the California Stormwater BMP Handbooks		Use BMP		(If no, state reason)
		Yes	No	
Erosion Control BMPs				
EC-1 or SS-1	Scheduling			
EC-2 or SS-2	Preservation of Existing Vegetation			
Temporary Sediment Control BMPs				
SE-1 or SC-1	Silt Fence			
SE-8 or SC-8	Sandbag Barrier			
Temporary Tracking Control BMPs				
TC-1	Stabilized Construction Entrance/Exit			
Non-Stormwater Management BMPs				
NS-1	Water Conservation Practices			
NS-2	Dewatering Operations			
Waste Management & Materials Pollution Control BMPs				
WM-1	Material Delivery & Storage			
WM-3	Stockpile Management			
WM-4	Spill Prevention & Control			
WM-5	Solid Waste Management			
WM-8	Concrete Waste Management			
WM-9	Sanitary/Septic Waste Mgmt.			
Additional BMPs Selected				

Certification

Project Architect/ Engineer of Record, or Authorized Qualified Designee:

As the architect, or engineer of record, or authorized qualified designee, I have selected appropriate BMPs to effectively minimize the negative impacts of this project's construction activities on storm water quality. The project owner and contractor are aware that the selected BMPs must be installed, monitored, and maintained to ensure their effectiveness. The BMPs not selected for implementation are redundant or deemed not applicable to the proposed construction activity.

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____

Property Owner/ Owner's Representative or Designee:

I certify 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, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/ or inaccurate information, failing to update the Local SWPPP to reflect current conditions, or failing to properly and/ or adequately implement the Local SWPPP may result in revocation of grading and/ or other permits or other sanctions provided by law.

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____



SW-2

COUNTY OF VENTURA STORMWATER QUALITY MANAGEMENT PROGRAM

BEST MANAGEMENT PRACTICES FOR CONSTRUCTION SITES ONE ACRE OR LARGER

Prior to the issuance of any construction/grading/building permit and/or the commencement of any clearing, grading or excavation, contractors of projects with construction activities that disturb one acre or more shall prepare and submit this Best Management Practices (BMPs) worksheet and include certification statements from the qualified designer and each landowner (or the landowner's agent). The purpose of the implementing BMPs is to effectively prohibit the entry of pollutants from the construction site into the storm drain system during construction. Erosion and sediment source control BMPs should be considered for both active and inactive construction areas. BMPs for wind erosion and dust control are also included. The BMPs may require modification as the project progresses and as conditions warrant.

The BMPs shall be implemented in accordance with the National Pollutant Discharge Elimination System (NPDES) Ventura Countywide Stormwater Municipal Permit No. CAS004002 (Order 10-0108) dated July 8, 2010. The applicant/owner is responsible for ensuring that all project contractors and subcontractors implement all applicable BMPs.

Project Name

Project Information (if applicable)

Assessor Parcel No.: _____

Grading Permit No.: _____

Building Permit No.: _____

Land Use No.: _____

Conditional Use Permit No.: _____

Subdivision No.: _____

Location: _____

General Description: _____

Construction Start Date: _____

Construction Completion Date: _____

FOR STAFF USE ONLY:

Reviewed & Approved By: _____

Title: _____

Signature: _____

Date: _____

Best Management Practices - BMPs

Complete the following charts. The BMPs listed shall be used unless determined not applicable or inadequate. Additional BMPs may apply based on the effective combinations of the BMPs to prevent erosion and sediment loss, and the discharge of construction wastes. BMP descriptions and details can be downloaded from the California Stormwater Handbooks at www.casqa.org or CalTrans Handbook www.dot.ca.gov/hq/construc/stormwater/manuals.htm.

Table A. Minimum BMPs Required* for Construction Sites 1 acre or Greater

BMPs Selected – Noted by Ref. ID from the California Stormwater BMP Handbooks		Use BMP		* (If no, state reason)
		Yes	No*	
Erosion Control BMPs				
EC-1 or SS-1	Scheduling	<input type="checkbox"/>	<input type="checkbox"/>	
EC-2 or SS-2	Preservation of Existing Vegetation	<input type="checkbox"/>	<input type="checkbox"/>	
EC-3 or SS-3	Hydraulic Mulch	<input type="checkbox"/>	<input type="checkbox"/>	
EC-4 or SS-4	Hydroseeding	<input type="checkbox"/>	<input type="checkbox"/>	
EC-5 or SS-5	Soil Binders	<input type="checkbox"/>	<input type="checkbox"/>	
EC-6 or SS-6	Straw Mulch	<input type="checkbox"/>	<input type="checkbox"/>	
EC-7 or SS-7	Geotextiles and Mats	<input type="checkbox"/>	<input type="checkbox"/>	
EC-8 or SS-8	Wood Mulching	<input type="checkbox"/>	<input type="checkbox"/>	
Temporary Sediment Control BMPs				
SE-1 or SC-1	Silt Fence	<input type="checkbox"/>	<input type="checkbox"/>	
SE-5 or SC-5	Fiber Rolls	<input type="checkbox"/>	<input type="checkbox"/>	
SE-6 or SC-6	Gravel Bag Berm	<input type="checkbox"/>	<input type="checkbox"/>	
SE-7 or SC-7	Street Sweeping and/or Vacuum	<input type="checkbox"/>	<input type="checkbox"/>	
SE-8 or SC-8	Sandbag Barrier	<input type="checkbox"/>	<input type="checkbox"/>	
SE-10 or SC-10	Storm Drain Inlet Protection	<input type="checkbox"/>	<input type="checkbox"/>	
Temporary Tracking Control BMPs				
TC-1	Stabilized Construction Entrance/Exit	<input type="checkbox"/>	<input type="checkbox"/>	

BMPs Selected – Noted by Ref. ID from the California Stormwater BMP Handbooks		USE BMP		* (If no, state reason)
		YES	No*	
TC-2	Stabilized Construction Roadway			
TC-3	Entrance/Exit Tire Wash			
Non-Stormwater Management BMPs				
NS-1	Water Conservation Practices			
NS-2	Dewatering Operations			
NS-8	Vehicle and Equipment Washing			
NS-9	Vehicle and Equipment Fueling			
WE-1	Wind Erosion Controls			
Waste Management & Materials Pollution Control BMPs				
WM-1	Material Delivery & Storage			
WM-3	Stockpile Management			
WM-4	Spill Prevention & Control			
WM-5	Solid Waste Management			
WM-8	Concrete Waste Management			
WM-9	Sanitary/Septic Waste Mgmt.			
Additional BMPs Selected				

Table B. Additional BMPs Required* for Construction Sites 5 acres and Greater

Not Applicable (check here for projects between 1 and 5 acres)

BMPs Selected – Noted by Ref. ID from the California Stormwater BMP Handbooks		Use BMP		* (If no, state reason)
		Yes	No*	
Sediment Control BMPs				
SE-2 or SC-2	Sediment Basin	<input type="checkbox"/>	<input type="checkbox"/>	
SE-4 or SC-4	Check Dam	<input type="checkbox"/>	<input type="checkbox"/>	
Tracking Control BMPs				
TR-1 or TC-1	Stabilized Construction Entrance/Exit	<input type="checkbox"/>	<input type="checkbox"/>	

BMPs Selected – Noted by Ref. ID from the California Stormwater BMP Handbooks		Use BMP		* (If no, state reason)
		Yes	No*	
Non-Stormwater Management BMPs				
NS-10	Vehicle and Equipment Maintenance			
Waste Management and Materials Pollution Control BMPs				
WM-1	Material Delivery and Storage			
WM-4	Spill Prevention and Control			
WM-8	Concrete Waste Management			
WM-9	Sanitary Septic Waste			
Additional BMPs Selected				

Certification

Project Architect/ Engineer of Record, or Authorized Qualified Designee:

As the architect, or engineer of record, or authorized qualified designee, I have selected appropriate BMPs to effectively minimize the negative impacts of this project's construction activities on storm water quality. The project owner and contractor are aware that the selected BMPs must be installed, monitored, and maintained to ensure their effectiveness. The BMPs not selected for implementation are redundant or deemed not applicable to the proposed construction activity.

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____

Property Owner/ Owner's Representative or Designee:

I certify 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, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/ or inaccurate information, failing to update the Local SWPPP to reflect current conditions, or failing to properly and/ or adequately implement the Local SWPPP may result in revocation of grading and/ or other permits or other sanctions provided by law.

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____



SW-HR

COUNTY OF VENTURA STORMWATER QUALITY MANAGEMENT PROGRAM

ENHANCED BEST MANAGEMENT PRACTICES FOR CONSTRUCTION AT HIGH RISK SITES

Prior to the issuance of any construction/grading/building permit and/or the commencement of any clearing, grading or excavation, contractors of projects with construction activities at High Risk Sites, shall prepare and submit this Enhanced Best Management Practices (BMPs) worksheet on the form provided herein.

High Risk Sites include:

- (i) Construction sites on hillsides (average slope 20% or greater); or
- (ii) Construction sites that **directly discharge**¹ to a waterbody listed on the CWA § 303 (d) list for siltation or sediment; or
- (iii) Construction activities that occur within or **directly adjacent**² to an **Environmentally Sensitive Areas**³ (ESAs). Refer to Figure 1 (Ventura County Environmentally Sensitive Areas) illustrating ESA locations in Ventura County, available at <http://onestoppermit.ventura.org/>.

¹ **Directly Discharge** - means outflow from a drainage conveyance system that is composed entirely or predominantly of flows from the subject, property, development, subdivision, or industrial facility, and not commingled with the flows from adjacent lands.

² **Directly Adjacent** - means situated within 200 feet of the contiguous zone required for the continued maintenance, function, and structural stability of the environmentally sensitive area.

³ **Environmentally Sensitive Area (ESA)** - means an area "in which plant or animal life or their habitats are either rare or especially valuable because of their special nature or role in an ecosystem and which would be easily disturbed or degraded by human activities and developments" (Reference: California Public Resources Code § 30107.5). ESAs will include Clean Water Act 303d Listed Water Bodies in all reaches that are unimproved, all California Coastal Commission's Environmentally Sensitive Habitat Areas as delineated on maps in Local Coastal Plans and Regional Water Quality Control Board's Basin Plan Rare, Threatened or Endangered Species (RARE) and Preservation of Biological Habitats (BIOL) designated waterbodies. The California Department of Fish and Game's Significant Natural Areas map will be considered for inclusion as the department field verifies the designated locations. Watershed restoration projects will be considered for inclusion as the department field verifies the designated locations.

The purpose of the implementing BMPs is to effectively prohibit the entry of pollutants from the construction site into the storm drain system during construction. Erosion and sediment source control BMPs should be considered for both active and inactive (previously disturbed) construction areas. BMPs for wind erosion and dust control are also included. The BMPs may require modification as the project progresses and as conditions warrant.

The BMPs shall be implemented in accordance with the National Pollutant Discharge Elimination System (NPDES) Ventura Countywide Municipal Stormwater Permit No. CAS004002 (Order 10-0108) dated July 8, 2010.

The applicant/owner is responsible for ensuring that all project contractors and subcontractors implement all applicable BMPs.

1. **Project Name**

2. **Project Information (if applicable)**

Assessor Parcel Number: _____

Grading Permit No.: _____

Building Permit No.: _____

Land Use No.: _____

Conditional Use Permit No.: _____

Subdivision No.: _____

Location: _____

General Description: _____

Construction Start Date: _____

Construction Completion Date: _____

FOR STAFF USE ONLY:

Reviewed & Approved By: _____

Title: _____

Signature: _____

Date: _____

3. Enhanced Best Management Practices (BMPs)

Complete the following charts. The BMPs listed shall be used unless determined not applicable or inadequate. Additional BMPs may apply. BMP descriptions and details can be downloaded from the California Stormwater Handbooks at www.casqa.org or CalTrans Handbook www.dot.ca.gov/hq/construc/stormwater/manuals.htm.

Table 1. Enhanced BMPs for Construction at High Risk Sites

BMPs Selected – Noted by Ref. ID from the California Stormwater BMP Handbooks		Use BMP		(If no, state reason)
		Yes	No	
Erosion Control BMPs				
EC-1 or SS-1	Scheduling			
EC-2 or SS-2	Preservation of Existing Vegetation			
EC-3 or SS-3	Hydraulic Mulch			
EC-4 or SS-4	Hydroseeding			
EC-5 or SS-5	Soil Binders			
EC-6 or SS-6	Straw Mulch			
EC-7 or SS-7	Geotextiles and Mats			
EC-8 or SS-8	Wood Mulching			
EC-11 or SS-11	Slope Drains			
Temporary Sediment Control BMPs				
SE-1 or SC-1	Silt Fence			
SE-2 or SC-2	Sediment Basin			
SE-4 or SC-4	Check Dam			
SE-5 or SC-5	Fiber Rolls			
SE-6 or SC-6	Gravel Bag Berm			
SE-7 or SC-7	Street Sweeping and/or Vacuum			
SE-8 or SC-8	Sand Bag Barrier			

BMPs Selected – Noted by Ref. ID from the California Stormwater BMP Handbooks		Use BMP		(If no, state reason)
		Yes	No	
SE-10 or SC-10	Storm Drain Inlet Protection			
SE-11	Active Treatment Systems ¹			
Temporary Tracking Control BMPs				
TC-1	Stabilized Construction Entrance/Exit			
TC-2	Stabilized Construction Roadway			
TC-3	Entrance/Exit Tire Wash			
Non-Stormwater Management BMPs				
NS-1	Water Conservation Practices			
NS-2	Dewatering Operations			
NS-8	Vehicle and Equipment Washing			
NS-9	Vehicle and Equipment Fueling			
NS-10	Vehicle and Equipment Maintenance			
WE-1	Wind Erosion Controls			
Waste Management & Materials Pollution Control BMPs				
WM-1	Material Delivery & Storage			
WM-3	Stockpile Management			
WM-4	Spill Prevention & Control			
WM-5	Solid Waste Management			
WM-8	Concrete Waste Management			
WM-9	Sanitary/Septic Waste Mgmt.			
Additional BMPs Selected				

¹ If appropriate given natural background stormwater runoff and receiving water quality conditions

4. Enhanced BMP Inspection Requirements

Construction activity projects at high risk sites shall be inspected by the project proponent's:

- (a). Qualified Stormwater Pollution Prevention Plan (SWPPP) Developer*,
- (b). Qualified SWPPP Practitioner*, or
- (c). Personnel or contractors who are Certified Professionals in Erosion and Sediment Control (CPESC)**

Notes:

- * Qualified SWPPP Developer/Practitioner – for more information: e-mail stormwater@waterboards.ca.gov, call (916) 341-5537, or visit http://www.swrcb.ca.gov/water_issues/programs/stormwater/constpermits.shtml
- ** Certified Professionals in Erosion and Sediment Control (CPESC) – for more information: email: info@cpesc.org, call (828) 655-1600, or visit <http://www.cpesc.org/>

The inspection frequency for construction activity projects at high risk sites must be:

- (i) at the time of BMP installation,
- (ii) at least weekly during the wet season, and
- (iii) at least once each 24 hour period during a storm event that generates runoff from the site.

The inspection purpose is to identify BMPs that need maintenance to operate effectively, that have failed or could fail to operate as intended. All records of the inspection shall be retained.

During the wet season (October 1 through April 15), the area of disturbance shall be limited to the area that can be controlled with an effective combination of erosion and sediment control BMPs. Enhanced sediment controls should be used in combination with erosion controls and should target portions of the site that cannot be effectively controlled by standard erosion controls described above.

Certification

Project Architect/ Engineer of Record, or Authorized Qualified Designee:

As the architect, or engineer of record, or authorized qualified designee, I have selected appropriate BMPs to effectively minimize the negative impacts of this project's construction activities on storm water quality. The project owner and contractor are aware that the selected BMPs must be installed, monitored, and maintained to ensure their effectiveness. The BMPs not selected for implementation are redundant or deemed not applicable to the proposed construction activity.

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____

Property Owner/ Owner's Representative or Designee:

I certify 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, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/ or inaccurate information, failing to update the Local SWPPP to reflect current conditions, or failing to properly and/ or adequately implement the Local SWPPP may result in revocation of grading and/ or other permits or other sanctions provided by law.

Name: _____ Title: _____

Organization Name: _____

Signature: _____ Date: _____

Attachment 1 to SW-HR

Inspection Checklist for Construction Activities at High Risk Sites

Qualified Stormwater Pollution Prevention Plan (SWPPP) Developer, Qualified SWPPP Practitioner, or personnel or contractors who are Certified Professionals in Erosion and Sediment Control (CPESC) shall conduct site inspection at the time of BMP installation, at least weekly during the wet season (October 1 through April 15), and at least once each 24 hour period during a storm event that generates runoff from the site using this checklist. Keep a copy of the completed inspection checklist with the project form SW-HR for the "Construction Activities at High Risk Sites" on site.

DATE OF INSPECTION: _____

INSPECTION TYPE – check as applicable:

- at the time of BMP installation
- at least weekly during the wet season
- at least once each 24 hour period during a storm event that generates runoff from the site.

Project Name: _____

Inspector's Name: _____

Inspector - check below as applicable:

- Qualified SWPPP Developer Qualified SWPPP Practitioner CPESC

Weather Conditions during inspection: _____

	Item	Compliance Accomplished			Date Completed
		YES	NO	N/A	
1	Are enhanced BMPs installed as identified in the project's SW-HR form?				
2	Are installed enhanced BMPs effective?				
3	Is the site entrance stabilization adequate?				
4	Is equipment/vehicles parked in designated areas and free from significant leaks? Are drip pans present as needed?				
5	Are maintenance areas free from stains on the soil?				
6	Are all materials stored in bins or covered in plastic and protected from storm water?				

	Item	Compliance Accomplished			Date Completed
		YES	NO	N/A	
7	Is construction waste being disposed of in proper trash containers?				
8	Are concrete washout stations present and being utilized and maintained?				
9	Is fugitive dust being controlled and water being used as needed?				
10	Are catch basins, drainage channels, drain inlets/outlets being protected?				

Comments:

I certify under penalty of law that this inspection is true, and I or a qualified assigned person has performed the required inspection as required.

Inspector Name

Inspector Signature

Date _____