

Exhibit A-7.III

Water Quality Management Plan (WQMP) Checklist



Water Quality Management Plan Checklist

The purpose of this checklist is to provide a format for uniform, comprehensive, and well-documented reviews of the Water Quality Management Plans (WQMPs) submitted by project applicants. The completed checklist should be transmitted to the project applicant with the project WQMP. A copy of the completed checklist should be retained with the project planning/permitting file.

City Planning Project Number: _____

Project Name: _____

Project Address: _____

First Review

WQMP Received on: _____

Review Completed on: _____

Second Review

WQMP Received on: _____

Review Completed on: _____

Third Review

WQMP Received on: _____

Review Completed on: _____

Signature of Reviewer: _____

Date: _____

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A
Title Page			
Name of project			
Application and/or Tract Number			
Lot number(s) if site is a portion of a Tract			
Site address (or addresses) and planning area number			
Owner/Developer name			
Owner/Developer address & telephone number			
Consulting/Engineering firm that prepared WQMP			
Consulting/Engineering firm address & phone number, and email address			
Consultant/Engineering Stamp			
Date WQMP was prepared/revised			
Owner's Certification			
A signed certification statement, in which the project owner acknowledges and accepts the provisions of the WQMP, follows the title page.			
Table of Contents			
A Table of Contents, including a list of all figures and attachments is included.			

COMMENTS:

Section 1.0, Permit Numbers and Conditions of Approval			
Lists the Discretionary Permit(s).			
The lot & tract/parcel map number describing the subject property.			
Lists, verbatim, the Water Quality Conditions, including condition requiring preparation of WQMP, if applicable.			
Provides applicable conditions from watershed-based plans including WIHMPs and TMDLs.			
Final Resolution of Approval, Conditional Use Permit, etc. is included as an Attachment to the WQMP.			

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A
Section 2.0, Project Description			
II. 1			
For All Projects:			
Identifies planning area or community name.			
Does the project description completely and accurately describe where facilities will be located, what activities will be conducted and where on the site, what kinds of materials and products will be used, how and where materials will be received and stored, and what kinds of wastes will be generated?			
Describes all paved areas, including the type of parking areas.			
Describes all landscaped areas.			
For Commercial and Industrial Projects:			
Provides Standard Industrial Classification (SIC) Code which best describes the facilities operations?			
- Describes the type of use (or uses) for each building or tenant space			
- Does project include food preparation, cooking, and eating areas (specify location and type of area)			
- Describes delivery areas and loading docks (specify location and design and if below grade and types of materials expected to be stored			
- Describes outdoor materials storage areas (describe and depict location(s), specify type(s) of materials expected to be stored)			
- Describes activities that will be routinely conducted outdoors			
- Describes any activities associated with equipment or vehicle maintenance and repair, including washing or cleaning. Indicates number of service bays or number of fueling islands/fuel pumps, if applicable.			
Residential Projects			
- Range of lot and home sizes;			
- Describes all community facilities such as, laundry, car wash, swimming pools, Jacuzzi, parks, open spaces, tot lots, etc.			
II. 2			
Identifies the potential stormwater or urban runoff pollutants reasonably expected to be associated with the project.			
II.3			
Identifies potential HCOCs.			

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A
II.4			
Identifies post development drainage characteristics.			
Identifies applicable Watershed Infiltration and Hydromodification Master Plan (WIHMP) (if available).			
II.5			
Describes ownership of all portions of project and site. – Will any infrastructure transfer to public agencies (City, County, Caltrans, etc.)? – Will a homeowners or property owners association be formed? Will the association be involved in long term maintenance?			

COMMENTS:

Section 3.0, Site Description			
III.1			
– Describes project area and surrounding planning areas in sufficient detail to allow project location to be plotted on a base map.			
– Provides site address and site size to nearest tenth acre.			
– Identifies the zoning or land use designation.			
– Identifies soil types and the quantity and percentage of pervious and impervious surface for pre-project and project conditions.			
III.2			
– Identifies site Precipitation Zone and Topography.			
– Identifies site soil type, geology and infiltration properties.			
– Identifies all hydrologic (groundwater) conditions			
– Provides utility and infrastructure information			
– Describes pre-project site drainage and how it ties into drainage of surrounding or adjacent areas and describes how planned project drainage and how it will tie into drainage of surrounding or adjacent areas.			
III.3			

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A
Identifies the watershed in which the project is located and the : – downstream receiving waters – known water quality impairments as included in the 303(d) List – applicable Total Maximum Daily Loads (TMDLs) – hydrologic conditions of concern, if any.			
Identifies known Environmentally Sensitive Areas (ESAs) and Areas of Special Biological Significance (ASBSs) within the vicinity and their proximity to the project.			

COMMENTS:

Section 4.0, Best Management Practices			
Includes applicable performance criteria for the following: hydromodification control, LID criteria, and treatment control BMPs.			
Includes narrative describing how site design concepts were considered and incorporated into project plans.			
Provides calculated LID design storm capture volume, based on accepted criteria.			
Provides a table of Drainage Management Areas (DMAs) for the project and the calculated DCV for each DMA;			
All applicable TGD Calculation Worksheets attached.			
IV.3.1			
Hydrologic Source Controls (If HSCs required to meet retention criteria)			
Provide narrative and justification of HSCs being used and show how they meet retention requirements based on accepted criteria.			
IV.3.2			
Infiltration BMPs			
Provides selection, suitability and sizing information, with applicable calculations, all based on accepted criteria, as appropriate			
If infiltration BMPs are infeasible to treat LID DCV: provides documentation as to how much DCV can be met and why it is not feasible to meet the full volume with infiltration BMPs.			
IV.3.3			
Evapotranspiration, Rainwater Harvesting BMPs			

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A
If Evapotranspiration/Harvesting BMPs are infeasible to treat LID DCV: provides documentation as to how much DCV can be met and why it is not feasible to meet the full volume with evapotranspiration/harvest BMPs, infiltration BMPs, or a combination of them.			
IV.3.4			
Biotreatment BMPs			
Describes selection, suitability and sizing information, with applicable calculations, all based on accepted criteria, as appropriate.			
Proprietary Biotreatment BMP is approved by a third party agency such as the Washington State TAPE program.			
<i>If Biotreatment BMPs are infeasible to treat LID DCV: provides documentation as to how much DCV can be met and why it is not feasible to meet the full volume with biotreatment BMPs, evapotranspiration/ harvest BMPs, infiltration BMPs, or a combination of them.</i>			
IV3.5			
Hydromodification Control BMPs (if required)			
Lists and describes appropriate LID and Hydromodification BMPs and identifies the design basis (SQDF or SQDV) for the LID BMPs.			
Describes selection, suitability and sizing information, with applicable calculations, all based on accepted criteria, as appropriate			
If infeasible, provides narrative and supporting documentation and calculations.			
IV.3.6			
Describes any regional/sub-regional BMPs that will be utilized.			
IV.3.7			
Treatment Control BMPs (if all LID options are shown infeasible)			
Design basis for any selected structural BMPs provided			
Describes selection, sizing, calculations, and reasons for infeasibility of other BMPs.			
IV.3.8			
Non-structural Source Control BMPs			
If applicable Routine Source Control BMPs were not included, was a reasonable explanation provided?			
Describes the implementation frequency and identifies the entity or party responsible for implementation of each Non-Structural BMP.			
IV.3.9			

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A
Structural Source Control BMPs			
Lists and describes all Routine Source Control BMPs (Non-structural and Structural).			
IV.4.1			
Lists and appropriately calculates any Credits that the Project may qualify for.			
IV.4.2			
Lists and describes alternative compliance measures (Treatment Control BMPs, regional programs, Urban Runoff Fund/Mitigation Program participation described if LID BMPs do not fulfill LID and Hydromodification requirements.			
For Routine Non-Structural BMPs N1 (Education for Property Owners, Tenants, and Occupants) and N12 (Employee Training), describes the concepts that will be addressed by the education and training. List of standard educational materials that will be used provided and references to Orange County Watershed websites included. Copies of any educational materials not on the website included in an Attachment to the WQMP.			
If applicable, Waiver Request and proof of submittal to the Regional Board Executive Officer included.			

COMMENTS:

Section 5.0, Inspection and Maintenance Responsibility for BMPs			
Identifies the entity (or entities) responsible for the long-term inspection and maintenance of all structural source control BMPs and all Treatment Control BMPs, including name, title, company, address, and phone number.			
Describes the minimum frequency for inspection and maintenance to ensure the effectiveness of each structural source control BMP and each Treatment Control BMP.			
If ownership of the Treatment Control BMPs will be transferred to a public agency, does the WQMP include an Attachment indicating the public agency's intent to accept the Treatment Control BMPs as designed?			
Is an appropriate mechanism for the long-term operation and maintenance, including funding, in place?			
Is Covenant and Agreement form signed and notarized?			
Operation and Maintenance Plan prepared and attached.			

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A

COMMENTS:

Section 6.0, Location Map and Plot Plan			
Has an 11" by 17" plot plan been included?			
Do all figures, maps, plot plans, etc. have a legend, including a North arrow and scale?			
Are all facilities labeled for the intended function?			
Are all areas of outdoor activity labeled?			
Are all structural BMPs indicated (including GPS coordinates for LID BMPs)?			
Is drainage flow information, including general surface flow lines, concrete or other surface ditches or channels, as well as storm drain facilities such as catch basins and underground storm drain pipes depicted?			
Depicts where and how on-site drainage ties into the off-site drainage system.			
Have electronic copies been provided (PDF format)?			
Has the project grading plan been provided and reviewed to confirm consistency with the WQMP?			

COMMENTS:

Section 7.0, Educational Materials			
Attachments			
O&M Plan is included			
Geotechnical report is included			
Additional calculations if necessary			
Details and cross sections have been included			

COMMENTS:

WQMP REVIEW SUMMARY

The following is a summary of major concerns relative to this WQMP submittal:
