

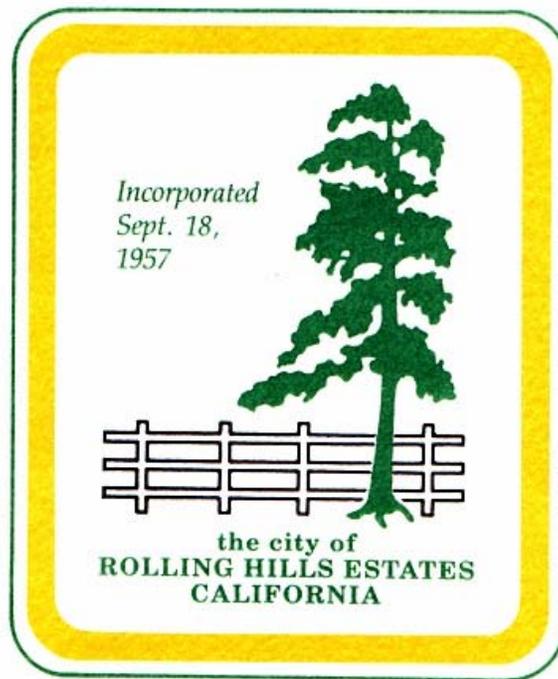
**ILLICIT CONNECTIONS & ILLEGAL
DISCHARGES ELIMINATION PROGRAM**

for the

Municipal Separate Storm Sewer System (MS4)

within the

City of Rolling Hills Estates



March 2003

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Attachment A: Notice of Violation

Attachment B: Rolling Hills Estates City Council Policy Statement

Attachment C: Ordinance No. 621

Attachment D: Inventory of City-owned Storm Drain Facilities



On December 13, 2001, the Los Angeles Regional Water Quality Control Board (the Regional Board) reissued the National Pollutant Discharge Elimination System (NPDES) Municipal Storm Water permit (Permit) to Los Angeles County municipalities (Permittees). The Permit requires the Permittees to document its program for eliminating illicit connections and illicit discharges to the Municipal Separate Storm Sewer System (MS4). The Illicit Connections and Illicit Discharges (IC/ID) Elimination Program is one of six Programs that comprise the Storm Water Quality Management Program (SQMP) being implemented in the City of Rolling Hills Estates—these are:

- ❑ Public Information and Participation
- ❑ Industrial/Commercial Facilities Control
- ❑ Development Planning
- ❑ Development Construction
- ❑ Public Agency Activities, and
- ❑ Illicit Connections and Illicit Discharges Elimination.

These six programs have been integrated within the City of Rolling Hills Estates to ensure that effective implementation of the permit requirements is accomplished. Accordingly, there are references within this IC/ID Program document to information gathered or activities conducted under the other five programs.

1. Background

Part 4.G.1. (a) of the Permit states that:

*Each Permittee must develop an Implementation Program which specifies how each Permittee is implementing **the revisions to the IC/ID Program of the SQMP**. This Implementation Program must be documented, and available for review and approval by the Regional Board Executive Officer, upon request.*

This IC/ID Elimination Program Manual has been developed to meet this permit requirement. However, the language of the above requirement needs some clarification because the term SQMP, or



Stormwater Quality Management Plan, is a term that was newly introduced in the latest version of the NPDES Permit so it is unclear what is meant by revisions to the SQMP. The Permit defines SQMP to mean:

the Los Angeles Countywide Stormwater Quality Management Program, which includes descriptions of programs, collectively developed by the Permittees in accordance with provisions of the NPDES Permit, to comply with applicable federal and state law, as the same is amended from time to time.

Under the previous permit this program was named the CSWMP or Countywide Storm Water Management Program. The County developed the CSWMP as a series of Model Programs, including the IC/ID Model Program, that were adopted by all the permittees (cities). Part 3.D.2 of the current Permit states that the County of Los Angeles must *provide personnel and fiscal resources for the necessary updates of the SQMP and its components*. So the SQMP is the updated version of the CSWMP which consisted of the model programs developed under the previous permit. The County revised the six Model Programs in July 2002 to incorporate additional provisions established in the current third term Municipal NPDES Permit, Order No. 01-182.

The City interprets requirement Part 4.G.1.a) of the Permit to mean that the City must develop its own plan to describe how it will implement the revised IC/ID Model Program. There was no requirement under the previous permit that the City develop its own implementation program for IC/ID as is now required under the current permit. The City of Rolling Hills Estates has reviewed the revised IC/ID Model Program prepared by the County as well as the current Permit requirements and has developed this IC/ID Elimination Program Manual to document its internal procedures and policies in order to demonstrate full compliance with the IC/ID provisions of the Permit.

1.1 CITY SERVICES STRUCTURE

The City of Rolling Hills Estates is a contract city and accordingly many public works and engineering functions are managed via contracts either with the County of Los Angeles or with private contractors. Effective implementation of this IC/ID Elimination Program will require close coordination and communication between the City and contracting entities.

In-house departments include:



Planning Department

The Planning Department, supervised by the Planning Director, reviews and approves plans for development within the City, enforces subdivision and building regulations in residential and commercial areas and processes amendments to the Zoning Ordinance. The department also prepares and maintains the City General Plan. The Planning Department is also responsible for Code Administration and enforcement. The Zoning and Code Administrator in the Planning Department is responsible for informing residents and businesses of Municipal Code requirements and investigating and enforcing code compliance.

Community Services Department

The Community Services Department directs the overall administration of the City maintenance program. The Maintenance Division within the Community Services Department is responsible for upkeep of parks, parkways, equestrian trails, municipal stables, flood control channels and other public facilities within the community. The Maintenance Division also provides 24-hour on-call response to emergency complaints including emergencies related to illegal discharges.

Public Works Department

The Public Works Department, under the supervision of the Assistant City Manager, plans and maintains all phases of street operations, public transportation, trash and recycling and stormwater pollution. The Public Works Department contracts for significant public works services through Los Angeles County Department of Public Works as well as through private contracts. Those services contracted through Los Angeles County Department of Public Works include:

- ❑ Building & Safety services for most areas of the City
- ❑ Engineering
- ❑ Industrial Inspection
- ❑ Storm Drain Maintenance

Privately contracted services include:

- ❑ Building & Safety for select areas of the City chosen at the discretion of the Planning Director
- ❑ Street Sweeping
- ❑ Solid Waste Collection and Curbside Recycling



- ❑ Litter abatement
- ❑ Landscaping and tree trimming

Sanitary sewers within the City are owned and operated by Los Angeles County Sanitation District.

1.2 IC/ID PERMIT REQUIREMENTS

The NPDES Permit requires that the City eliminate all illicit connections and discharges to the storm drain system and document, track and report all such cases in accordance with elements and performance measures specified in the Permit. These elements and performance measures and the City's Compliance status are summarized in Table 1.1.



**Table 1-1
Illicit Connections and Illicit Discharge Elimination
Performance Measures**

Permit Section	Requirement	Deadline: Compliance Status
4.G.1.a	Develop an Implementation Program which specifies how each Permittee is implementing revisions to the IC/ID Program of the SQMP.	Implementation Program must be documented, and available for review and approval by the Regional Board Executive Officer, upon request: <i>Complete</i>
4.G.1.b	Develop and maintain a listing of all permitted connections to the storm drain system.	February 03, 2003: <i>This function is performed by the County of Los Angeles as part of its contract services to the City of Rolling Hills Estates.</i>
4.G.1.b	Map, at a scale and in a format specified by the Principal Permittee, all illicit connections and discharges on the baseline maps and transmit this information to the Principal Permittee.	To be determined by the Principal Permittee. The Principal Permittee must use the information no later than February 03, 2003 to begin an annual evaluation of patterns and trends of illicit connections and illicit discharges: <i>City has submitted this information to the Principal Permittee for FY 2002/2003.</i>
4.G.1.c	Train all targeted employees who are responsible for the identification, investigation, termination, cleanup, and reporting of illicit connections and illicit discharges. Conduct refresher training annually.	For Permittees with a population of less than 250,000 (2000 U.S. Census), training shall be completed by August 01, 2002.: <i>City conducted the initial training by the deadline and conducts refresher training annually.</i>
4.G.2.a.1.i	Field screen open channels in the storm drain system for illicit connections.	February 03, 2003: <i>City completed this task by the deadline.</i>
4.G.2.a.1.ii	Field screen underground pipes in priority areas of the storm drain system for illicit connections.	February 01, 2005: <i>This function will be performed by the County of Los Angeles as part of its contract services to the City of Rolling Hills Estates.</i>
4.G.2.a.1.iii	Field screen underground pipes with a diameter of 36 inches or greater in the storm drain system for illicit connections.	December 12, 2006: <i>This function will be performed by the County of Los Angeles as part of its contract services to the City of Rolling Hills Estates.</i>
4.G.2.a.1	Report on the location and length of open channels or underground pipes that have been screened, and on the status of suspected, confirmed, and terminated illicit	Information to be provided to the Principal Permittee on an annual basis as part of the NPDES annual report: <i>Ongoing</i>



**Table 1-1
Illicit Connections and Illicit Discharge Elimination
Performance Measures**

Permit Section	Requirement	Deadline: Compliance Status
	connections.	
4.G.2.a.2	Complete a review of all permitted connections to the storm drain system, to confirm compliance with Part 1 of the Permit (Discharge Prohibition).	December 12, 2006: <i>This function will be performed by the County of Los Angeles as part of its contract services to the City of Rolling Hills Estates.</i>
4.G.2.b.1	Initiate an investigation of reported suspected illicit connections to the storm drain system.	Within 21 days of receiving a report of a suspected illicit connection: <i>Compliant—See City Council Policy Statement for Code Enforcement</i>
4.G.2.b.2	Terminate illicit connections to the storm drain system.	Within 180 days from confirmation of the illicit nature of the storm drain connection: <i>Compliant—See City Council Policy Statement for Code Enforcement</i>
4.G.3.a.	Respond to suspected illicit discharge with activities to abate, contain and clean up illicit discharges, including hazardous substances.	Within one business day of discovery or report: <i>This function is performed by the City Zoning & Code Administrator and the Maintenance Supervisor jointly with the Los Angeles County Fire Department and Department of Public Works.</i>
4.G.3.b.	Investigate illicit discharges and take enforcement action as appropriate.	As soon as practicable (during or immediately following containment and cleanup activities): <i>This function is performed by the City Zoning & Code Administrator and the Los Angeles County DPW under contract to the City of Rolling Hills Estates.</i>
4.F.1.a.1	Investigate complaints regarding sanitary sewer system overflows within City	<i>This function is within the purview of LA County DPW.</i>
4.F.1.a.2	Response to overflows for purposes of containment	Immediate: <i>Zoning & Code Enforcement officer and the City Maintenance Department responds jointly with the LA County DPW.</i>
4.F.1.a.3	Notify appropriate sewer and public health agencies when a sewer overflows to the MS4	<i>Zoning & Code Enforcement officer and Los Angeles County Fire Department.</i>



1.3 STORM DRAIN SYSTEM

The development and maintenance of accurate storm drain system information provides a key element of an effective IC/ID program. The Los Angeles County Department of Public Works has assumed ownership and maintenance responsibility for storm drainage facilities within the City of Rolling Hills Estates that meet the Los Angeles Flood Control District design standards. Drainage facilities which did not meet Flood Control Design standards at the time of incorporation remain the responsibility of the City of Rolling Hills Estates. An inventory of these City-owned drainage facilities is provided in Attachment D.

1.4 EMPLOYEE TRAINING

The City's Zoning and Code Enforcement Administrator is the key employee responsible for enforcing the IC/ID Program. The Zoning and Code Enforcement Administrator (Administrator) shall meet at least twice annually with the City's Stormwater Coordinator for the purpose of:

- ❑ training in updates to the MS4 NPDES permit requirements and available resources for implementing this program
- ❑ tracking progress of completion of regulatory requirements under the MS4 NPDES permit
- ❑ coordinating the annual reporting of IC/ID program accomplishments for the NPDES Annual Report

In addition to this internal training, the Administrator seeks opportunities to attend conferences with peers from other municipalities and takes advantage of training opportunities available from professional organizations.

Maintenance Division staff receive annual training as part of the Public Agency Activities Program that also includes training in identification of illicit discharges. City employees responsible for receiving public complaints either by telephone or at the public counter receive annual training in procedures for handling reports of potential IC/ID occurrences.



2. Procedures

2.1 PROHIBITED ACTIVITIES

Legal authority for the City's implementation of the IC/ID program is based upon the City of Rolling Hills Estates Ordinance No. 621 with respect to prohibited activities and excerpted below. A complete copy of the ordinance is provided as Attachment C.

8.38.060 Prohibited activities.

Illicit Discharges and Connections. It is prohibited to commence, establish, use, maintain or continue any illicit connections to the MS4 or any illicit discharges to the MS4. This prohibition against illicit connections applies to the use, maintenance, or continuation of any illicit connection, whether that connection was established prior to or after the effective date of the ordinance codified in this chapter.

Littering. It is prohibited to throw, deposit, place, leave, maintain, keep, or permit to be thrown, deposited, placed, left, or maintained or kept, any refuse, rubbish, garbage, or any other discarded or abandoned objects, articles or accumulations, in or upon any street, alley, sidewalk, storm drain, inlet, catch basin conduit or drainage structure, business place, or upon any or private plot of land in the city, so that the same might be or become a pollutant. No person shall throw or deposit litter in any fountain, pond, lake, stream, or other body of water within the city. This subsection shall not apply to refuse, rubbish or garbage deposited in containers, bags or other appropriate receptacles which are placed in designated locations for regular solid waste pick up and disposal.

Disposal of Landscape Debris. It is prohibited to intentionally dispose of leaves, dirt, or other landscape debris into the MS4.

Non-stormwater Discharges. Non-storm water discharges to the municipal separate storm sewer system (MS4) are prohibited unless they are exempted by the Regional Board Executive Officer in accordance with the municipal NPDES permit.

Discharges in Violation of the Municipal NPDES Permit. Any discharge that would result in or contribute to a violation of the municipal NPDES permit, either separately or in combination with other discharges, is prohibited. Liability for any such discharge shall be the responsibility of the person(s) causing or responsible for the discharge, and such person(s) shall defend, indemnify and hold harmless the city from all losses, liabilities, claims, or causes of actions in any administrative or judicial action relating to such discharge."

SECTION 7 Section 8.38.070 of the Rolling Hills Estates Municipal Code is hereby amended to read as follows:

8.38.070 Exempted discharges, conditionally exempted discharges, or designated discharges.

Discharges from those activities specifically identified in the municipal NPDES permit as being exempted or designated discharges shall not be considered a violation of this chapter, provided that



any applicable best management practices developed pursuant to the municipal NPDES permit are implemented to minimize any adverse impacts from such identified sources."

2.2 GOOD HOUSEKEEPING PROVISIONS

Legal authority for the City's implementation of enforcement of good housekeeping provisions is based upon the City of Rolling Hills Estates Ordinance No. 621 excerpted below. A complete copy of the ordinance is provided as Attachment C.

8.38.080 Good housekeeping provisions.

Owners and occupants of property within the city shall comply with the following requirements:

Septic Waste. No person shall leave, deposit, discharge, dump, or otherwise expose any chemical or septic waste to precipitation in an area where a discharge to city streets or the MS4 may or does occur.

Use of Water. Runoff of water used for irrigation purposes shall be minimized to the maximum extent practicable.

Storage of Materials, Machinery, and Equipment. Wherever possible materials, machinery and equipment should be stored, repaired and maintained in a manner that does not expose them to stormwater. Materials, machinery or equipment that is to be repaired or maintained in exposure to stormwater shall be in accordance with BMPs so that leaks, spills and other maintenance-related pollutants are not discharged to the MS4.

Removal and Disposal of Debris from Industrial/Commercial Motor Vehicle Parking Lots. Industrial/commercial motor vehicle parking lots in exposure to stormwater shall be swept regularly or other equally effective measures shall be utilized to remove debris from such parking lots employing BMPs in a manner that does not cause a discharge to the MS4.

Food Wastes. Food wastes generated by nonresidential food service and food distribution sources shall be properly disposed of and in a manner so such waste are not discharged to the MS4.

Best Management Practices. BMPs shall be used in areas exposed to stormwater for the removal and lawful disposal of all fuels, chemicals, fuel and chemical wastes, animal wastes, garbage, batteries or other materials which have potential adverse impacts on water quality

Industrial/Commercial Facilities Control Program. Industrial/Commercial Facilities identified as critical sources in the municipal NPDES permit must implement and comply with applicable BMPs specified by the SQMP and any other BMPs specified by the City as necessary to maintain or achieve water quality objectives. "



2.3 PUBLIC REPORTING

Telephone calls from the public reporting possible illegal discharges are sometimes received by personnel at the City of Rolling Hills Estates. Calls received after hours are directed to call 911 for emergencies, in addition a listing of emergency telephone numbers is also provided on the recording, including the City's on-call Maintenance Division personnel, and LA County Department of Public Works on-call telephone number for sewer overflows.

The telephone operator obtains all relevant information available regarding the potential discharge/overflow including:

- ❑ Time and date call was received
- ❑ Specific location
- ❑ Description of problem
- ❑ Time possible discharge/overflow was noticed
- ❑ Callers name and telephone number
- ❑ Observations of the caller (e.g., odor, duration, location on property)
- ❑ Other relevant information that will enable the responding investigator or emergency response team to quickly locate, e.g., nearest cross street.

All potential discharges/overflows brought to the City's attention are immediately directed to the attention of the City's Zoning and Code Administrator or the Director of Public Works as well as the appropriate emergency agency (Fire Department for hazardous materials, LA County Department of Public Works for sewer overflows).

2.4 INVESTIGATION

The City is predominantly residential in land use. There is minimal industry in the City--gasoline stations and restaurants represent the majority of businesses within the Critical Sources Categories listed in the NPDES Permit. These types of businesses are concentrated in a central business district within the City.



*The City shall actively pursue all Municipal Code violations.*¹ The Zoning and Code Enforcement Officer will investigate illicit discharges as soon as practicable (during or immediately following containment and cleanup activities) and take enforcement action as appropriate. The City in cooperation with the County of Los Angeles will initiate an investigation of reported suspected illicit connections to the storm drain system within 21 days of receiving a report of a suspected illicit connection.

2.5 CODE ENFORCEMENT PROCEDURES

The City shall take all necessary steps to ensure violations are corrected in an expeditious and voluntary manner. When all means for obtaining voluntary compliance have failed, the City shall issue citations for violations of the Municipal Code. The City shall utilize misdemeanor criminal prosecution only when attempts to gain voluntary compliance have failed.¹

2.5.1 Procedures

The Zoning and Code Administrator shall serve written notice to the perpetrator of the violation and/or the owner of the property in violation.¹ A sample of the City's Notice of Violation form is provided as Attachment A. Responsible parties are noticed to immediately cease unlawful discharges. Corrective action of the conditions leading to the unlawful discharge, e.g., an illicit connection, must begin no later than ten (10) days and completed no less than fifteen (15) days from the initial notification.

The City retains the professional services of a Special City Prosecutor who shall represent the City in all cases involving criminal misdemeanor complaints brought before the judicial system. When voluntary compliance fails the City Prosecutor shall mail a notice stating that the City intends to file criminal charges if the violation is not corrected. The notice also requests the violator to attend a conference in the City Prosecutor's office. At the office conference the violator is given the opportunity to explain steps to correct the violation and to present evidence. If the violation continues beyond the scheduled office conference without the consent of the City Prosecutor, immediate misdemeanor charges are filed.

2.5.2 Citations

Certain violations of the Municipal Code require swift and immediate action. Under these circumstances the City may directly cite a responsible party and by-pass the above procedures. Citation of violations in the field is a strong tool to be used judiciously. Circumstances that may warrant the issuance of a field citation are those violations:

¹ Rolling Hills Estates City Council Policy Statement: Guidelines for the Implementation of the City's Code Enforcement Program



- ❑ in which the perpetrator clearly understands the nature of his or her violation and continues the violation in flagrant disrespect for the City's Ordinances,
- ❑ that pose an immediate hazard to the public's health, safety and welfare, or
- ❑ which are in the midst of construction and which construction is continued after stop work orders have been issued and these violations demand immediate attention before work is completed.

All citations are issued by a Deputy Sheriff, accompanied by the City's Zoning and Code Administrator with the approval of the City Manager or designee. Prior to the issuance of a citation, the Zoning and Code Administrator shall contact the City Prosecutor to arrange a date for the court appearance. The Sheriff's Department shall attempt to issue the citation within twenty-four (24) hours of City contact.

2.5.3 Documentation

The City maintains an updated journal of all Code violations.



3. Illicit Connection Elimination

In order to eliminate illicit connections to the storm drain system, the City must identify the presence of potentially illicit connections. Illicit connections are identified from information and observations gathered from a number of sources including:

- ❑ an inventory of permitted connections
- ❑ active inspection of the storm drain system
- ❑ public complaints

Once the City has identified the presence of an illicit connections, prompt action will be taken to notify the LACDPW for County-owned drains or to terminate or appropriately permit connections to City-owned drains. Responsible parties are noticed to immediately cease the unlawful discharge through the connection. Corrective action must begin no later than ten (10) days and completed no less than fifteen (15) days from the initial notification. Procedures for enforcement action have been described in Section 2.

3.1 INVENTORY OF PERMITTED CONNECTIONS & UPDATES

The City of Rolling Hills Estates does not issue permits for connections to City-owned storm drain system. The County of Los Angeles Department of Public Works maintains an inventory of permitted connections to the County-owned storm drain system.

3.2 STORM DRAIN SYSTEM INSPECTION

3.2.1 Open Channels

The City conducted field screening of open channels in the storm drain system for illicit connections by the Permit deadline of February 3, 2003.

3.2.2 Underground Pipes

The City plans to contract for inspection of underground pipes in accordance with the Permit requirements.

3.3 TERMINATION OF ILLICIT CONNECTIONS



The City pursues prompt action to terminate illicit connections to its storm drain system as soon as they are identified in accordance with City Council enforcement policy and ordinances.



4. Illicit Discharge Elimination

Elimination of illegal discharges to the storm drain system requires first the identification of such discharges. Information regarding the potential presence of illegal discharges are gathered from a variety of sources using both active and receptive methods:

- ❑ public complaints
- ❑ inspections
- ❑ reports from Building & Safety Departments
- ❑ reports from the Industrial/Commercial Facilities Control Program

Once information regarding potential illegal discharges are obtained, the appropriate spill response and corrective actions must be initiated. The City in cooperation with the County Department of Public Works responds within one business day of discovery or report of suspected illicit discharges. Illicit discharges are investigated as soon as practicable following containment and cleanup activities. Responsible parties are noticed to immediately cease unlawful discharges. Appropriate enforcement actions are taken.

4.1 PUBLIC REPORTS/COMPLAINTS

The City has an educational outreach program for businesses and the general public that includes contact information for reporting potential illicit discharges as well as information on what constitutes an illegal discharge. A variety of media are employed in this public education effort:

- ❑ The City publicizes the Clean LA Hotline number on its print and electronic materials
- ❑ The City maintains a website with public education information as well as links to related websites
- ❑ A quarterly newsletter is distributed to residents and businesses discussing Best Management Practices and reporting of potentially illegal discharges
- ❑ City has an active recycling program for used oil and yard waste



- ❑ The City cooperates with sister watershed cities to place public service announcements in local media outlets that target pollutants of concern within the watershed.
- ❑ The City participates in the County-wide Public Information Participation Program of the SQMP.

4.2 INSPECTIONS

The Zoning and Code Enforcement Administrator conducts weekly rounds of the City that include surveillance of open channels and curb and gutter for the presence of illegal discharges. The Zoning and Code Enforcement Administrator is in close communication with the Maintenance Supervisor of the Maintenance Division on a daily basis and is promptly made aware of potential illegal discharges observed by the maintenance crews during their field work.

The County of Los Angeles Department of Public Works conducts required inspections under the Industrial/Commercial Facilities Control Program of the SQMP. Results of these inspections are forwarded to the City Public Works Department. The Public Works Department also receives reports from the Building and Safety Inspectors whenever discharges prohibited under the Statewide General Construction Permit occur.

4.3 SPILL RESPONSE PROCEDURES

It is the responsibility of the first personnel who arrive at the site of an illicit discharge to protect the health and safety of the public by:

- ❑ notifying appropriate agencies of actionable conditions
- ❑ establishing perimeters and control zones with cones, barricades, vehicles or terrain, and
- ❑ mitigating the impact of the discharge to the extent possible while protecting safety of personnel.

Both the City Maintenance Division and the local Los Angeles County Fire Stations have the necessary materials and personnel to implement such measures.

4.3.1 Notification of appropriate agencies/personnel

Notification of appropriate agencies will involve one of three general categories of spill events:



- Discharges involving sanitary sewer system overflow require notification of the Los Angeles County Department of Public Works and the Los Angeles County Department of Health Services.
- Discharges involving potentially hazardous materials or wastes require immediate notification of the Los Angeles County Fire Department (Haz Mat Team).
- All other categories of discharges are referred to the City's Zoning and Code Administrator and the Public Works Department for further direction

4.4 SANITARY SEWER SYSTEM OVERFLOW RESPONSE

If there is imminent danger to the public health, public or private property, or a release to the storm drain system or stream, then City Maintenance Services personnel shall take prudent emergency action in the form of Initial Measures for Containment until the Los Angeles County Department of Public Works arrives on the scene.

4.4.1 Initial Measures for Containment

Under no circumstances shall City Maintenance Services or other City personnel enter into an underground storm drain, sanitary sewer or culvert. Specialized training and equipment are required to make confined space entries. Sanitary sewers and storm sewers may contain trapped gases that can cause loss of life due to toxicity, or asphyxiation from insufficient oxygen due to displacement by sewer gases. Measures which may be taken by the City Maintenance Services personnel to contain overflowing sewage may include:

- ❑ Determine the immediate destination of the overflow, e.g. storm drain, street curb gutter, stream, etc.
- ❑ Identify and secure necessary materials and equipment to contain or isolate the overflow if possible
- ❑ Take immediate steps to contain the overflow, e.g. block or sandbag storm drains, divert into downstream sanitary sewer manhole, etc.
- ❑ Secure the overflow site to prevent contact by members of the public



4.4.2 Information to be Gathered On-Scene

Once initial measures have been taken, City personnel on-scene should attempt to gather additional information from those at the scene or in adjacent residences or businesses, including:

- ❑ Date/time of onset of the overflow or discharge
- ❑ Estimate of quantity of overflow or discharge
- ❑ Determination whether or not the overflow or discharge reached the storm drain or surface water
- ❑ Cause of overflow or discharge
- ❑ Location of overflow or discharge: LACSD sewer, private lateral, grease interceptor, residence, business

This information is to be provided to the Zoning and Code Administrator for proper documentation and reporting.

4.5 ABATEMENT AND CLEANUP OF ILLEGAL DISCHARGES

It is the legal and financial responsibility of the property owner to clean-up and remove residues of an illegal discharge remaining on the property and in the storm drain system. Discharges associated with industrial/commercial facilities subject to the Statewide General Stormwater Permit for Industrial Activities fall within the scope of services for oversight by the County Industrial Permitting group and the oversight of the Los Angeles Regional Water Quality Control Board. Discharges associated with construction activity from construction sites subject to the Statewide General Stormwater Permit for Construction Activities fall under the oversight of the Building & Safety Department that issued the building/grading permit and the oversight of the Los Angeles Regional Water Quality Control Board. Discharges/overflows from the sanitary sewer system are subject to oversight by the Los Angeles County Department of Health Services to ensure that potential threats to public health from such discharges have been eliminated. The City Zoning and Code Administrator conducts follow-up inspections to ensure that clean-up action is completed in a complete and timely manner.



4.6 SANITARY SEWER SYSTEM OVERFLOW PREVENTION AND ABATEMENT

(Not applicable in the City of Rolling Hills Estates--applicable only to cities that own or operate the sanitary sewer system)



References

American Public Works Association, January 1999. Preparing Sewer Overflow Response Plans: A Guidebook for Local Governments. ISBN # 0-917084-76-4.

California Regional Water Quality Control Board—Los Angeles, December 2001. Order No. 01-182, NPDES Permit No. CAS004001, Waste Discharge Requirements for Municipal Storm Water and Urban Runoff Discharges within the County of Los Angeles and the Incorporated Cities therein, Except the City of Long Beach.



Attachment A: Notice of Violation

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Attachment C: Ordinance No. 621

Attachment D: Inventory of City-owned Storm Drain Facilities