

WATER QUALITY MANAGEMENT PLAN (WQMP) REVIEW CHECKLIST JANUARY 2024

Checklist to be utilized on WQMPs initially submitted during the 2024 calendar year

The purpose of this checklist is to allow project proponents an opportunity to review their WQMP prior to submittal to ensure all items in this checklist are addressed. Additionally, it provides a uniform format for comprehensive and complete reviews of WQMPs. The completed checklist will be transmitted to the project applicant with the project WQMP. A copy of the completed checklist will be retained with the project case file.

This checklist shall be utilized in conjunction with the <u>City of Anaheim WQMP Template</u>, <u>City of Anaheim</u> <u>BMP Design Guidelines</u>, and <u>City of Anaheim Sizing Worksheets</u>, available at the City of Anaheim website. The requirements of these resources were developed by following the County of Orange Model WQMP Template and the 2013 Technical Guidance Document with additional guidance that pertain to City of Anaheim Priority Development Projects.

For any requirements not satisfied (e.g., Marked "No"), additional explanations are provided where applicable (comments provided in red italics).

Line items with the ^O icon are only required for Final WQMPs, and to be provided if available for the Preliminary WQMP.

Line items with the *items* icon denotes additional guidance is available to the plan reviewer.

WQMP Project Check Project Information

WQMP:	Preliminary	🗌 Final
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City Project Numb	er _	
Project Name	_	
Project Address	_	
Name/Number of F	Plan Checker	
Name/Number of F	Plan Check Supervisor	
First Review	WQMP Received On:	
	Review Completed On:	
Second Review	WQMP Received On:	
	Review Completed On:	
Third Review	WQMP Received On:	
	Review Completed On:	
	WQMF	P CHECKLIST Page 1

Title, Owner's Certification and Table of Contents

	Requirement Satisfied?			
		No	N/A	
If applicable, has the Preliminary WQMP and any comments on the Preliminary WQMP deferred to the Final WQMP been reviewed to ensure consistency with Final WQMP?				
Is this WQMP affected by a Master WQMP or similar Document that would affect the design or implementation of the BMPs and, if so, has it been provided and reviewed for consistency?				
Is there an existing WQMP for the Property Or underlying the proposed footprint of the project? If yes, does this WQMP properly reference this prior WQMP and take the existing WQMP into account/consideration for the proposed project/WQMP?				
Title Page				
Name of project				
Application (i.e., WQMP number) and/or Tract Number				
Owner/Developer name, address, phone and email address				
Site address (or addresses) and planning area number				
Lot number(s) if site is a portion of a Tract				
Consulting/Engineering (WQMP preparer) firm name, address, phone and email address				
Date WQMP was prepared/revised				
Applicable Jurisdictional Information Shown 🗭				
Owner's Certification				
S the Owner certification statement, in which the project owner acknowledges and accepts the provisions of the WQMP signed?				
Is the certification by the Engineer indicating their assurance that the WQMP complies with the permit requirements signed?				
Table of Contents				
Is a Table of Contents provided, including a list of all figures and attachments?				

Comments – Title, Owner's Certification and Table of Contents

Section 1 – Permit(s) & Water Quality Conditions of Approval or Issuance

		Requirement Satisfied?		
wan			No	N/A
1.1	Are the Water Quality Conditions of Approval or Issuance relevant to WQMP preparation listed, if any (see Section 2.1 of the TGD for reference)?			
1.2	Is the address and/or the lot & tract/parcel map number describing the subject property provided?			
1.3	Are applicable conditions from watershed-based plans, such as WIHMPs and TMDLs provided? (<i>Currently Not Applicable</i>)			
1.4	If applicable, has the prior approved Preliminary WQMP been reviewed to confirm consistency of the Final WQMP? If there are any substantive differences, are they adequately explained?			

Comments – Section 1

Section 2 – Stormwater Credit Program

WQMP REQUIREMENT		Requirement Satisfied?			
		Yes	No	N/A	
2.1	Has the table correctly identified if the project is purchasing				
	Stormwater Credits per the Stormwater Credit Program?				
2.2	Has the approved Stormwater Credit Application (with attachments, stamped by the City that funds for Credit purchase were received by the City) included in Attachment H of this WQMP?				

Comments – Section 2

Section 3 – Project Description

WON		Requirement Satisfied?		isfied?
VVQIV		Yes	No	N/A
III.1:	Project Description			
3.1	Does the project accurately identify its priority project development category(s) (see Table 7.II-2 of Model WQMP for reference)?			
3.2	Is sufficient detail provided about the proposed development that is not, otherwise, available on the plans and exhibits in Section 6?			
3.3	Are pre- and post-project condition impervious percentages, drainage patterns, and storm drain connections provided to understand the project's drainage conditions and hydrology?			
Fo	r Commercial and Industrial Projects:			
3.4	Is the Standard Industrial Classification (SIC) Code(s) which best describes the facilities operations provided?			
3.5	ODescribes, if any, food preparation, cooking, and eating areas (specify location and type of area), delivery areas and loading docks, outdoor material storage areas, vehicle maintenance areas, and other activities that will be completed outdoors?			
Fo	r Residential Projects:			
3.6	Range of lot and home sizes provided, and all community facilities such as laundry, car wash, swimming pools, jacuzzi, parks, open spaces, tot lots, etc., if any?			
III.2:	Potential Stormwater Pollutants			
3.7	Does the project identify the potential stormwater or urban runoff pollutants reasonably expected to be associated with the project (see Table 2.1 of the TGD for reference)?			
III.3:	Hydrologic Conditions of Concern			
3.8	Are Hydrologic Conditions of Concern (HCOC) identified (see TGD Appendix XVI for reference)?			
	https://ocgis.com/ocpw/envres/landdev/index.html			
3.9	If the project is determined to be in an HCOC susceptible area, are supporting 2-year pre- and post-development runoff volume, Tc, and flow rate calculations provided?			
3.10	Does the project adequately demonstrate that it is exempt or requires hydromodification (post-development does or does not exceed 5% pre-development)?			
III.4:	Post Development Drainage Characteristics			
3.11	Is post-development drainage characteristics adequately described, including how runoff drains from the project site to downstream receiving waters?			
III.5:	Property Ownership/Management			
3.12	Describes ownership of all portions of project and site:			
	 If applicable, is all infrastructure proposed to be transferred to public agencies (City, County, Caltrans, etc.) properly identified? 			

WON			Requirement Satisfied?			
T Q I		Yes	No	N/A		
	 If applicable, is a homeowners or property owners association to be formed properly identified? 					

Section 4 – Site Description

MON		Requi	rement Sat	isfied?
vvQiv	PREQUIREMENT	Yes	No	N/A
IV.1:	Physical Setting			-
4.1	Identifies project location, community name, and site size to nearest tenth acre?			
4.2	Is the zoning and land use designation identified?		l	
4.3	Is Hydrologic Soil Group(s) A, B, C, or D for the site correctly identified? https://ocgis.com/ocpw/envres/landdev/index.html			
IV.2:	Site Characteristics			
4.4	Is the Precipitation Zone (see TGD Appendix XVI or the website link above for reference) for the project site correctly identified?			
4.5	Does the project identify all details related to soil type/geologic conditions based on best available information?			
4.6	If present, is off-site run-on identified and does the project describe how it will be managed? If there are co-mingled flows, are they adequately treated by LID BMPs?			
IV.3:	Watershed Description			
4.7	Is the watershed in which the project is located identified and the:			
	Downstream receiving waters? <u>https://h2oc.org/show-me-my-watershed/</u>			
	303(d) Listed Water Quality Impairments? <u>https://www.waterboards.ca.gov/water_issues/programs/wat</u> <u>er_quality_assessment/2020_2022_integrated_report.html</u>			
	Applicable Total Maximum Daily Loads (TMDLs)? <u>https://www.waterboards.ca.gov/water_issues/programs/tm</u> <u>dl/2020_2022state_ir_reports_final/apx-h-2018-303d-</u> <u>list.xlsx</u>			
	Pollutants of Concern for the Project (See Table 2.1 of the TGD for reference)?			

Section 5 – Best Management Practices (BMPs)

		Requirement Satisfie		isfied?
		Yes	No	N/A
V.1: Proj	ect Performance Criteria			
5.1	If applicable Watershed Infiltration and Hydromodification Master Plan (WIHMP) is available, does the project incorporate watershed specific criteria? (<i>Currently Not</i> <i>Applicable</i>)			
5.2	If Project is susceptible to HCOCs, is Section 7.II-2.4.2.2 of the Model WQMP (North County Requirements) transcribed, verbatim?			
5.3	Are the applicable LID performance criteria transcribed, verbatim, from Section 7.II-2.4.3 of the Model WQMP, including specific BMP approaches identified for any specific project features (such as EPA Green Streets)?			
5.4	If it is not feasible to meet LID performance criteria, are applicable treatment control BMP performance criteria transcribed, verbatim, from Section 7.II-3.2.2 of the Model WQMP, including calculations based on accepted criteria?			
5.5	Is the calculated LID design storm capture volume (DCV) provided, based on Orange County specific criteria?			
V.2: Site	Design and Drainage Plan			
5.6	Describes a site design and drainage plan that:			
	 Provides a narrative of site design practices utilized (i.e., HSCs that are not designed to meet numeric performance criteria); 			
	 Provides calculations of Design Capture Volume (DCV) for each DMA; 			
5.7	If the project includes a parking structure or garage with open sides, is the BMP designed to accommodate runoff from wind driven rain into the parking structure as outlined in Section 8 of the City of Anaheim BMP Design Guidelines?			
5.8	If the Project includes a loading dock, is the loading dock drainage routed to a biotreatment BMP where feasible and does the design follow applicable fact sheet design			
	requirements (SD-31, N6, etc.)?			
5.9	If the Project Includes improvements within the City's Right-of- Way (ROW), please answer the questions below or mark N/A:			

		Requirement Satisfied?		
		Yes	No	N/A
	 Are the areas of improvements to the City's ROW (e.g., roadway widening, new drive approach, relocated catch basin) adequately described narratively in the report? For Preliminary WQMPs, it is acceptable to describe the ROW improvements and note that an appropriate BMP strategy will be included 			
	as part of the Final WQMP. 🗭			
	• S Is the ROW Significant Redevelopment Footprint Exhibit included in the WQMP and does it accurately identify any changes of purpose, impacts to hydraulic capacity or changes to grade line associated with the			
	ROW improvements?			
	 Are the ROW improvement areas addressed adequately by upsizing on-site BMPs following Section 9 of the City of Anaheim BMP Design Guidelines, or by use of BMPs within the City ROW following Public Works design guidelines, Green Street Standards, and Section 6 of City of Anaheim BMP Design Guidelines? See item 5.5 to ensure O&M will be accepted if 			
	applicable. 🗭			
5.10	Are BMPs designed as off-line systems, where feasible, and are they designed in an elegant and efficient manner? Low flows are routed to the BMP, while high flows bypass the system. If the BMP is designed as an in-line system, is there justification (e.g., physical impediment) identified that would			
	prevent the BMP to be designed as an off-line system?			
5.11	If the BMP is designed as an in-line system, is the bypass/overflow outlet structure properly designed to convey the high flow storm event associated with the project (i.e. 10-, 25-, 50- year) and is the BMP designed to minimize the possibility for the design capture volume to be flushed out			
	and/or cause resuspension of pollutants?			
V.3: LID	BMP Selection and Project Conformance Analysis			
5.12	retention criteria): Does the narrative and calculations of proposed HSCs show how they meet retention requirements? Are the results supported with the completion of Worksheet A from the TGD?			
Infiltratio	n BMPs			
5.13	Has the Infiltration Feasibility Worksheet (Table 2.7 from TGD) been completed and included?			
5.14	Has the Summary of Groundwater-related Feasibility Criteria (Worksheet I from TGD) been completed and included?			
5.15	If Infiltration is feasible, is the selection of BMP type (INF) described, and do sizing calculations show adequate capacity			
	and drawdown? 😎			

			Requirement Satisfied?		
		Yes	No	N/A	
5.16	Are BMPs properly designed to retain the DCV in an elegant and efficient manner (e.g., overflow drains are at correct heights, pervious pavement is not on a slope or is considered in volumetric calculation, planting soil is specified in detail if volume is claimed for engineered media)? Design standards can be found in the City of Anaheim BMP Design Guidelines. All BMP sizing shall follow the City of Anaheim modified TGD sizing worksheets, available for download from the City website.				
5.17	Is adequate pretreatment provided relative to land use and anticipated pollutants, soil conditions and type of infiltration BMP? If focused infiltration is proposed, utilize Section 7.2 of the City of Anaheim BMP Design Guidelines to determine if requirements are being met. In all scenarios, PRE-2 (catch basin inserts) and pretreatment BMPs that feature standing water are <u>not allowed</u> for pretreatment of infiltration BMPs.				
5.18	Class V Injection Well (any subsurface infiltration; i.e. drywells, infiltration galleries, trenches): If the infiltration facility qualifies as a Class V Injection Well (see link: http://water.epa.gov/type/groundwater/uic/class5/types_storm water.cfm) has it been submitted to the EPA database for registration and registration included as an attachment to the WQMP? (see link: https://www.epa.gov/uic/forms/underground-injection-wells- registration)				
Evapot entire D	ranspiration, Rainwater Harvesting BMPs (ONLY required if ICV not met through above BMPs)				
5.19	Has TGD Feasibility Worksheet J and supporting calculations been completed?				
5.20	Has the selection, suitability and sizing information, with applicable calculations, of Harvest-and-Reuse (HU) BMPs been provided?				
5.21	If Evapotranspiration/Harvesting BMPs are infeasible to treat the LID DCV, has documentation been provided 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?				
Credits	Purchased in Lieu of Biotreatment BMP		-	_	
5.22	Has the credit summary table been properly completed? 🗭				
5.23	Has the correct land use and associated Pollutant Load Multiplier				
	(PLM) been selected correctly for the DMAs utilizing credits?				
Biotrea above E	tment BMPs (ONLY required if entire DCV not met through BMPs)				
5.24	Has the selection, suitability and sizing information, with applicable calculations, of Biotreatment (BIO) BMPs been provided?				

			Requirement Satisfied?		
			No	N/A	
5.25	Are the Biotreatment BMPs designed in an elegant and efficient manner to prevent clogging of inflow/outflow pipes? Additional design standards are provided in the City of Anaheim BMP Design Guidelines Sections 3, 4, and 5.				
Hydrom	Hydromodification Control BMPs (if required)				
5.26	Has the selection, suitability and sizing information, with applicable calculations, of Hydromodification Control BMPs been provided?				
Treatme	ent Control				
5.27	Regional/Sub-Regional LID BMPs (if available and DCV not met through above BMPs): Are regional/sub-regional LID BMPs in which the project will participate in adequately described?				
5.28	Treatment Control BMPs Has the selection, suitability, and sizing information, with applicable calculations, of Treatment BMPs?				
Trash P	rovisions				
5.29	As described in Section 10 of the City of Anaheim BMP Design Guidelines, does the project ultimately discharge to a public catch basin equipped with a full capture system (FCS) either by surface runoff or by routing the storm drain through a public catch basin (these two conditions are the City's preferred				
5 20					
5.50	♥ If the project impacts an off-site catch basin within the City's Right of Way, does design include the implementation of "full capture systems" within the catch basin(s) that are designed to treat the 1-year, 1-hour storm event for the entire tributary area				
	of the catch basin?				
5.31	If the project has a direct connection to the City's storm drain due to a physical impediment that has been demonstrated to the satisfaction of the City's case engineer, is the physical impediment described in detail in the WQMP?				
5.32	If the project has a direct connection to the City's storm drain, does the project achieve full trash capture equivalency as described in Section 10 of the City of Anaheim BMP Design Guidelines?				
Source	Control and Other BMP Details				
5.33	Non-Structural Source Control BMPs : Does the project properly prescribe non-structural source control BMPs and include valid explanations for those that are not used? Are implementation responsibilities identified and description of each prescribed BMP provided as well?				
5.34	Structural Source Control BMPs : Does the project properly prescribe structural source control BMPs include valid explanations for those that are not used? Are implementation responsibilities identified and description of each prescribed BMP provided as well?				

WQMP REQUIREMENT		Requirement Satisfied?		
		Yes	No	N/A
5.35	Are proper and accepted terminology, consistent with CASQA or other industry standards, used to describe all structural BMPs?			
5.36	If applicable, does the project lists and appropriately calculates any applicable Water Quality Credits?			
5.37	If applicable, does the project describe an alternative compliance plan including obligations and proposed alternative compliance measures?			

Section 6 - Inspection/Maintenance Responsibility for BMPs

WQMP REQUIREMENT		Requirement Satisfied?		
		Yes	No	N/A
6.1	Is the Operation and Maintenance Matrix completed with all source control BMPs, LID, Treatment, Trash (FCS require annual inspection/maintenance) and Pre-treatment BMPs selected for the project? Is the O&M Plan and specific O&M Fact Sheets/Guides for LID or Proprietary BMPs included as an attachment?			
6.2	Does the O&M Plan identify an appropriate mechanism for the long-term operation and maintenance, including funding?			
6.3	Does the O&M Section identify the entity (or entities) responsible for the long-term inspection and maintenance of all Source Control BMPs and any Treatment Control BMPs, including name, title, company, address, and phone number.			
6.4	Does the O&M Plan prescribe appropriate minimum frequencies for inspection and maintenance of BMPs to ensure their continued effectiveness?			
6.5	In order to ensure that the current owner recognizes that upon sale or transfer of property, the Notice of Transfer of Responsibility must be completed, is this form included in the Attachments (see Exhibit D in link below)? <u>https://www.anaheim.net/DocumentCenter/View/222/NPDES-</u> <u>Water-Quality-Control-PDF</u>			
6.6	S the Project subject to cross-lot drainage?			

6.7	If the Project has BMPs within the City's ROW that the City		
	ROW BMP Acceptance Memo included in the Attachments of the WQMP?		

Section 7 – BMP Exhibit (Site Plan)

		Requirement Satisfied?		
wan	IF REQUIREMENT	Yes	No	N/A
7.1	Has a 24" by 36" exhibit been included? (see prior comments in Section 4 regarding deficiencies)			
7.2	Do all figures, maps, exhibits, etc. have a legend, including a North arrow and scale?			
7.3	Are BMPs labeled and is enough detail provided to allow a Site Manager the ability to understand what is in place and how it operates and is maintained?			
7.4	SAre locations of roof downspouts identified to ensure runoff from buildings are appropriately routed as depicted by the DMAs?			
7.5	Does the exhibit provide the following minimum information?			
	Project location;			
	 Site boundary and easements, if any; 			
	 Drainage delineations (DMAs) and flow information, 			
	including storm drain facilities. 🗭			
	Drainage connections,			
	 Paved (i.e., parking) versus landscaped surfaces; 			
	BMP cross section details;			
	 Structural Source Control BMP locations; and 			
	 GIS Coordinates of LID/Treatment/Hydromodification BMPs in decimal degrees; 			
7.6	Does the storm drain and BMPs follow the elegant and efficient design criteria detailed in the City of Anaheim BMP Design Guidelines and WQMP Template?			
7.7	Section 4 Page 3 Not the criteria and examples outlined in Section			
	VII.2 of the WQMP Template?			
7.8	$igodoldsymbol{O}$ Do the grading plans include the WQMP exhibit as a sheet?			

		Requirement Satisfied?		
		Yes	No	N/A
7.9	S the project grading plan consistent with WQMP exhibit?			
7.10	O bo the grading plans have the following note if infiltration BMPs are proposed: "During the construction phase of this project, the infiltration system shall be physically separated/ protected from runoff and/or any other material/liquid/debris. Should construction phase runoff enter the infiltration system, the contractor will be required to test the infiltration rate - using a method approved by the City - to demonstrate the performance meets or exceeds the WQMP design. Should the test show infiltration rates below those indicated in the WQMP, redesign (expansion or addition to the infiltration system) will be required in order to achieve the required infiltration rate."?			
7.11	City Water Utility Well Permit: If a well (e.g. stormwater infiltration well) is proposed, has the requirement for a Well Permit (<u>https://ca-anaheim.civicplus.com/DocumentCenter/View/4066</u>) been identified on the grading plans?			

Section 8 – Educational Materials

WQMP REQUIREMENT		Requirement Satisfied?		
		Yes	No	N/A
8.1	Are all applicable educational materials that will be used by the project identified, including reference to Orange County Watershed websites where the brochures or BMP fact sheets can be found (do not include brochures as an Attachment in the WQMP)?			

Comments – Section 8



WQMP Completion and Approval Process

The Plan Checker will review the WQMP as many times as necessary to ensure that the WQMP meets the minimum City and County requirements. Once the WQMP plan check is complete, the Plan Checker will ensure the following items have been executed (if applicable).

WQMP Completion and Approval Checklist (Internal Use Only)

	Requirement Satisfied?		
	Yes	N/A	
Plan Checker has contacted the Case Engineer via phone to discuss WQMP approval and has obtained approval to begin electronic approval coordination. Voicemail is not an acceptable form of contact.			
Projects with focused Infiltration BMPs: During Preliminary WQMP plan check, OCWD Coordination has been completed and infiltration BMPs have been reviewed by OCWD. Focused Infiltration BMPs are defined as all infiltration BMPs with the exception of permeable pavement (if less than a 25:1 surface area to tributary area ratio), bioretention without underdrains and self-treating areas. This correspondence should happen as early on as possible in plan check process.			
Projects with BMPs in Public Right-of-Way: WQMP includes an Attachment indicating the public agency's intent to accept the BMPs as designed. Public Works Operations Department has been contacted and Operations ROW BMP Acceptance Memo has been signed and approved. This should occur early on in Final WQMP plan check process.			
Projects with Cross-Lot Drainage from multiple parcels to sub regional treatment control BMP(s): WQMP includes an Attachment of the executed and approved rights and responsibilities documentation (i.e., Cross Lot Drainage Agreements) and agreement demonstrating shared responsibility to maintain treatment control BMP(s).			
Completed By:			
Signature:			
Date:			