

California Regional Water Quality Control Board  
North Coast Region

MONITORING AND REPORTING PROGRAM No. R1-2011-0042

For

**Leisure Time R.V. Park**

ONSITE WASTEWATER TREATMENT SYSTEM  
WDID No. 1B07078RMEN

Mendocino County

California Water Code section 13267 authorizes the Regional Water Quality Control Board (Regional Water Board) to require technical and monitoring reports. This monitoring and reporting program establishes monitoring and reporting requirements, which implement the state regulations. Any person failing to furnish technical or monitoring reports or falsifying any information therein is guilty of a misdemeanor, and may be subject to civil liability. (Water Code section 13268)

The purpose of this monitoring program is to ensure proper maintenance and long term operations of the onsite wastewater treatment system (OWTS).

**MONITORING**

Fort Bragg Investors Group (hereinafter Permittee) shall implement a monitoring and reporting program to document that the discharge is consistent with the complete report of waste discharge (ROWD) or equivalent documentation. The monitoring and reporting program shall be conducted with oversight from a licensed professional engineer, geologist, soil scientist, or registered environmental health specialist.

**A. Wastewater Volumes**

The volume of waste discharged to each OWTS shall be recorded separately at least monthly. Discharge volumes shall be reported as the average daily flow, in gallons per day, calculated by dividing the total flow discharged for the duration of the monitoring period by the number of days in the monitoring period.

**B. Septic Tank Inspections**

The inspection program for the septic tanks shall be as follows:

At least annually, the Permittee shall measure and record:

1. Sludge depth in each compartment of the septic tank;
2. Scum thickness in each compartment of the septic tank;

3. Distance between the bottom of the scum layer and the bottom of the outlet baffle;
4. Distance between the top of the sludge layer and the bottom of the outlet opening or baffle, whichever is lower; and
5. Visual condition of each septic tank effluent filter.

The septic tank effluent filters shall be checked at least annually and replaced or cleaned as necessary. Septic tank measurements are waived if tanks are pumped annually.

### **C. Disposal Field Inspections**

At least quarterly, the Permittee shall thoroughly inspect each leachfield noting and recording any odors, evidence of surfacing wastewater or other signs of malfunction.

### **D. Groundwater Monitoring**

The purpose of groundwater monitoring is to determine compliance with water quality objectives for groundwater in the vicinity of the leachfields for the OWTS. Groundwater monitoring shall be conducted as follows:

#### **1. Monitoring Well Construction**

Within 90 days of the effective date of this Order, the Permittee shall submit monitoring well construction plans and specifications to the Regional Water Board Executive Officer for review and approval. Within 60 days after completion of construction of monitoring wells, the Permittee shall submit a report that includes but is not limited to, relevant subsurface stratigraphy and lithology, a diagram of the well showing total drilled depth, well installation depth, construction details including screened interval, top of casing elevation, and location map of all installed wells.

#### **2. Monitoring Locations**

A sufficient number of groundwater monitoring points and background monitoring points shall be installed at appropriate locations and depths to yield groundwater samples that provide the data needed to evaluate changes in groundwater quality occurring as a result of the discharge to the OWTS. Samples shall be collected from the installed wells for the constituents, as specified in Table 1.

#### **3. Monitoring Schedule**

The Permittee shall collect at least one groundwater sample annually from all monitoring wells. Annual sampling shall occur during period of peak R.V Park occupancy, generally June through September of each year. Groundwater samples shall be analyzed for the following constituents:

**Table 1. Groundwater Monitoring Constituents**

| <b>Constituent</b>        | <b>Units</b> | <b>Type of Sample</b> | <b>Frequency</b> |
|---------------------------|--------------|-----------------------|------------------|
| Total Dissolved Solids    | mg/L         | Grab                  | Annually         |
| Fecal Coliform Bacteria   | MPN/ 100 mL  | Grab                  | Annually         |
| Nitrate Nitrogen          | mg/L (as N)  | Grab                  | Annually         |
| Formaldehyde <sup>1</sup> | µg/L         | Grab                  | Annually         |
| Phenol <sup>1</sup>       | mg/L         | Grab                  | Annually         |

**E. Spills and Overflows Notification**

1. All spills and sanitary sewer overflows (SSOs) in excess of 1,000 gallons or any size spill or SSO that results in a discharge to a drainage channel or a surface water:
  - a. As soon as possible, but not later than **two (2) hours** after becoming aware of the discharge, the Permittee shall notify the California Emergency Management Agency (Cal EMA), the local health officer or directors of environmental health with jurisdiction over affected water bodies or land areas, and the Regional Water Board<sup>2</sup>.

Information to be provided verbally to the Regional Water Board includes:

- i. Name and contact information of caller;
  - ii. Date, time and location of spill occurrence;
  - iii. Estimates of spill volume, rate of flow, and spill duration;
  - iv. Surface water bodies impacted, if any;
  - v. Cause of spill;
  - vi. Cleanup actions taken or repairs made; and
  - vii. Responding agencies.
- b. As soon as possible, but not later than **twenty-four (24) hours** after becoming aware of a discharge, the Permittee shall submit to the Regional Water Board a certification that Cal EMA and the local health officer or directors of environmental health with jurisdiction over affected water bodies or land areas have been notified of the discharge. For the purpose of this

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<sup>1</sup> Groundwater monitoring for formaldehyde and phenol analysis is required only from monitoring wells located immediately downgradient of the leachfield(s) receiving waste flow from the R.V. Dump Station.

<sup>2</sup> The contact number for spill reporting for the Cal EMA is (800) 852-7550. The contact number of the Regional Water Board during normal business hours is (707) 576-2220. After normal business hours, spill reporting to Cal EMA will satisfy the 2 hour notification requirement for the Regional Water Board.

requirement, "certification" means a Cal EMA certification number and, for the local health department, name of local health staff, department name, phone number and date and time contacted.

- c. Within **five (5) business days**, the Permittee shall submit a written report to the Regional Water Board office. The report must include all available details related to the cause of the spill and corrective action taken, as well as copies of reports submitted to other agencies.

Information to be provided in writing includes:

- i. Information provided in verbal notification;
  - ii. Other agencies notified by phone;
  - iii. Detailed description of cleanup actions and repairs taken; and
  - iv. Description of actions that will be taken to minimize or prevent future spills.
- d. In the cover letter of the annual monitoring report, the Permittee shall include a brief written summary of the event and any additional details related to the cause or resolution of the event, including, but not limited to results of any water quality monitoring conducted.
2. Discharges less than 1,000 gallons that do not reach a drainage channel or a surface water:
    - a. As soon as possible, but not later than **twenty-four (24) hours** after becoming aware of the discharge, the Permittee shall notify the Regional Water Board and provide the applicable information specified in requirement 1.a of this section.
    - b. In the cover letter of the annual monitoring report, the Permittee shall include a written description of the event.

## **REPORTING**

### **F. Annual Monitoring Reports**

No later than January 15 of each year the applicant shall provide to the Regional Water Board a report documenting compliance with waste discharge requirements. The report shall include:

1. Identification of facility: Name, address, and WDID number;
2. Date of report and monitoring period;
3. Identification and details of all violations of permit requirements found during the monitoring period;
4. The cause of the violation;

5. Discussion of corrective actions taken or planned to resolve violations and prevent recurrence, and dates or time schedule of action implementation;
6. Other relevant information including, but not limited to, incidents of wastewater treatment and collection system equipment failure, results of visual observations of the disposal field, results of groundwater monitoring, results of septic tank sludge depth and scum thickness measurements, reports describing the removal and disposal of septic tank solids, and reports of sanitary sewer overflows;
7. Authorized signature and certification statement.

### **G. Certification**

All reports required by this Monitoring and Reporting program or other information requested by the Regional Water Board, or the State Water Resources Control Board shall be signed by the principal executive officer or a duly authorized representative of that person. Any person signing a document under this requirement shall make the following certification:

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

Ordered by \_\_\_\_\_  
Catherine Kuhlman  
Executive Officer

March 8, 2011