

California Regional Water Quality Control Board  
North Coast Region

MONITORING AND REPORTING PROGRAM NO. R1-2013-0080

FOR

**RIVERWOODS MOBILE HOME PARK**

ONSITE WASTEWATER TREATMENT SYSTEM  
WDID No. 1A12074RDN

**Del Norte 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 (MRP) 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 domestic waste onsite wastewater treatment system (OWTS).

**MONITORING**

Riverwoods Mobile Home Park (hereinafter Permittee) shall implement a monitoring and reporting program to document that the discharge of waste is consistent with the complete report of waste discharge (ROWD) or equivalent documentation.

**A. Wastewater Volumes**

**Influent**

The volume of domestic wastewater being sent to the treatment units shall be recorded monthly. The volume shall be reported both as the monthly total flow and as the average daily flow, in gallons per day. Volumes shall be reported in the quarterly monitoring report.

**Effluent**

The volume of effluent discharged to the disposal field shall be recorded monthly. The discharge volume shall be reported both as the monthly total flow and as the average daily flow, in gallons per day. Volumes shall be reported in the quarterly monitoring report.

**B. Visual Inspections**

Visual inspections of all septic tanks, pretreatment units, filters and leachfields shall take place at a minimum once a month. Results of the inspections including the presence of odors, evidence of surfacing effluent, or other signs of malfunction or improper operation shall be reported in the quarterly monitoring report.

### C. Groundwater

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

#### Monitoring Well Construction

The three monitoring wells shall be constructed as described in the ROWD and design plans. The monitoring wells shall be constructed within 90 days of issuance of this MRP. Within 60 days after completion of construction of the monitoring wells, the Permittee shall submit a report that includes but is not limited to, relevant subsurface stratigraphy and lithology, a diagram of each well showing total drilled depth, well installation depth, well construction details including screened interval, top of casing elevation, and location map of all installed wells.

#### Monitoring Locations

The monitoring wells 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 disposal field. Samples shall be collected from the installed wells for the constituents specified in Table 1.

#### Groundwater Elevation Monitoring

The groundwater surface elevation in each monitoring well shall be measured on a quarterly basis, as specified in Table 1. The Permittee shall measure the groundwater surface elevation to the nearest 0.01 feet in each monitoring well prior to its purging and sampling. The following information shall be recorded for each monitoring well: top of well casing elevation, groundwater level elevation, and calculated depth to groundwater. A potentiometric map based on the recorded groundwater elevations of the monitoring wells shall be provided with each quarterly monitoring report. The map shall depict gradients and direction of groundwater flow in relation to the location of the three monitoring wells and the disposal field.

#### Monitoring Schedule

The Permittee shall collect groundwater samples quarterly from each monitoring well. Groundwater samples shall be analyzed for the constituents listed in Table 1.

**Table 1**

<b>Constituent/Parameter</b>	<b>Units</b>	<b>Type of Sample</b>	<b>Frequency</b>
Total Coliform Bacteria	MPN/100mL	Grab	Quarterly
Nitrogen, Total (as N)	mg/L	Grab	Quarterly
Groundwater Elevation	Nearest 0.01 feet	Observation	Quarterly

### D. Septic Tank

The Permittee shall make inspections on all septic tanks monthly to record any odors, evidence of surfacing effluent, or other signs of malfunction. Septic tanks shall be pumped when any one of the following conditions exists or may occur before the next inspection:

1. The combined thickness of sludge and scum exceeds one-third of the tank depth of the first compartment; or
2. The scum layer is within three inches of the outlet device; or
3. The sludge layer is within eight inches of the outlet device.

The Permittee shall record the date and waste hauler information whenever a septic tank is pumped. Receipts from the properly licensed waste hauler shall be submitted in conjunction with quarterly reports whenever a tank pumping occurs.

## **REPORTING**

### **A. Quarterly Report**

For each quarter, a self-monitoring report shall be submitted to the Regional Water Board in accordance with the schedule in Table 2. The report shall be submitted by the first day of the second month following the end of the quarter.

**Table 2**

<b>Reporting Period</b>	<b>Monitoring Period</b>	<b>Report Due Date</b>
1 <sup>st</sup> Quarter	January 1 – March 31	May 1 <sup>st</sup>
2 <sup>nd</sup> Quarter	April 1 – June 30	August 1 <sup>st</sup>
3 <sup>rd</sup> Quarter	July 1- September 30	November 1 <sup>st</sup>
4 <sup>th</sup> Quarter	October 1 – December 31	February 1 <sup>st</sup>

All quarterly reports shall include a transmittal letter. The letter shall include the following information:

- a. Identification of facility: Name, address, Order number, and WDID number;
- b. Date of report and monitoring period;
- c. Identification of all violations of permit conditions found during the monitoring period;
- d. Details of the violations: parameters, magnitude, test results, frequency, and dates;
- e. The cause of the violation;
- f. Discussion of corrective actions taken or planned to resolve violations and prevent recurrence, and dates or time schedule of action implementation;
- g. Other relevant information including, but not limited to, incidents of wastewater treatment and collection system equipment failure, results of visual observations, reports of wastewater spills or overflows, and reports on lift tank and septic tank solids pumping, handling and disposal; and
- h. Authorized signature and certification statement.

### **B. Annual Report**

By February 1<sup>st</sup> of each year, the Permittee shall submit an Annual Report. The Annual Report shall include an evaluation of the previous year's data, system performance in relation to design capacity, system maintenance and system alterations.

**C. Report Submittal**

Copies of quarterly monitoring reports and the annual report shall be mailed to:

North Coast Regional Water Quality Control Board  
Attn: Roy O'Connor  
5550 Skylane Boulevard, Suite A  
Santa Rosa, CA 95403

**D. 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 Permittee's 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."

Original Signed By

Ordered by: \_\_\_\_\_  
Matthias St. John  
Executive Officer

November 22, 2013