

COUNTY OF SANTA CLARA LOCAL AGENCY MANAGEMENT PLAN (LAMP) CHECKLIST

OWTS Policy Section	OWTS Policy Section Summary	OWTS Policy Requirement Summary	Relevant LAMP Section	Legal Authority/ Santa Clara County Ordinance Code (SCCOC) Section
3	Local Agency Requirements and Responsibilities	Local Agency Requirements and Responsibilities	Section 1, Pg. 1	Not Applicable
3.3	Annual Report	Local Agency prepares and submits to Water Board, Annual Report. If multiple Water Boards, send to each. Include info below. In tabular spreadsheet form. And note whether any further actions	Section 6, Pg. 63	Not Applicable
3.3.1	Annual Report- Complaints	Complaints about Onsite Wastewater Treatment Systems (OWTS) operations and Maintenance (O&M). Number and locations. Note if investigated, and resolutions.	Section 6, Pg. 63	Not Applicable
3.3.2	Annual Report- Septic Tank Cleaning	Applications and registrations issued as part of the local septic tank cleaning registration pursuant to California Health and Safety Code (H&S) §117400 et seq.	Section 6, Pg. 63	SCCOC, Section B11-89 Pgs. 25-26 California Health and Safety Code §117400 et seq.
3.3.3	Annual Report- Permits Issued - New	Permits issued for new and replacement OWTS. Number, location, description.	Section 6, Pgs. 61, 63	Not Applicable
3.3.3	Annual Report- Permits Issued- Repairs	Permits issued for repairs. (This is not required by the OWTS Policy. This is a San Francisco Bay Water Board staff recommendation. Given that repairs typically address some sort of observed OWTS deficiency, it is appropriate to include information about permits issued for OWTS repairs.)	Section 6, Pg. 61	Not Applicable
3.4	Permanent Records of Permit Actions	Local Agency shall retain permanent records of permit actions. Make records available to Water Board in 10 work days with written request.	Section 6, Pg. 61	California Public Records Act
3.5	Notification of Failing OWTS to Municipal Water Suppliers	Local Agency shall notify owner of public well or water intake, and California Department of Public Health (CDPH), within 72 hours, of discovery of failing OWTS, described in section 11.1 and 11.2 within setbacks stated in section 7.5.6. through 7.5.10.	Section 4, Pgs. 54-57	Not Applicable
9	LAMP for Minimum OWTS Standards	Introduction narrative advising that a LAMP may establish minimum standards different than specified in Tier 1. No specific requirement in this section.	Section 1, Pg.1	Not applicable
9.1	Considerations for LAMPs	Section 9.1 advises that various issues of concern shall be considered in developing a LAMP. Sections 9.1.1 through 9.1.12 identify selected issues of concern. The requirement is to consider these issues in the course of developing the LAMP.	Section 2, Pgs. 22-26	SCCOC, Section B11-67 (1) Pgs. 12-16; B11-95 Pgs. 23-34; B11-83 Pgs. 20-21; B11-90 Pgs. 26-27
9.1.1	Sensitive hydrogeological conditions	Degree of vulnerability to pollution from OWTS due to hydrogeological conditions.	Section 2 Pgs. 22, 23; Section 3 Pgs. 28, 29, 30	SCCOC, Section B11-67 (1) Pgs. 13-16; B11-94 Pgs. 32-33
9.1.2	Conditions where enhanced protection is needed, e.g., high quality water	High quality waters or other environmental conditions requiring enhanced protection from the effects of OWTS.	Section 2 Pgs. 23, 25	SCCOC, Section B11-66 Pgs. 11-15
9.1.3	Shallow soil requiring non-standard dispersal system	Shallow soils requiring a dispersal system installation that is closer to ground surface than is standard.	Section 2 Pgs. 22, 24	SCCOC, Section B11-95 Pgs. 33-34
9.1.4	High domestic well use areas	OWTS located in area with high domestic well usage.	Section 2 Pgs. 23-24	SCCOC, Section B11-67 Pg. 15; B11-74 Pg. 18

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9.1.5	Fractured bedrock	Dispersal system is located in an area with fractured bedrock.	Section 3 Pgs. 27-29	SCCOC, Section B11-67 Pg. 13; B11-95 Pgs. 33-34
9.1.6	Poorly drained soil	Dispersal system is located in an area with poorly drained soils.	Section 3 Pgs. 27-29, 34, 35	SCCOC, Section B11-67 Pg. 13; B11-95 Pgs. 33-34
9.1.7	Vulnerable surface water	Surface water is vulnerable to pollution from OWTS.	Section 3 Pgs. 34, 35	SCCOC, Section B11-67 Pg. 15
9.1.8	Impaired surface water body	Surface water within the watershed is listed as impaired for nitrogen or pathogens.	Section 2 Pgs. 24, 25	SCCOC, Section B11-67 Pg. 15; B11-90 Pg. 26; B11-66 Pgs. 11-12
9.1.9	Area with high density of OWTS	OWTS is located in a area of high OWTS density.	Section 2 Pg. 25; Section 3 Pg. 31	SCCOC Section B11-74 Pg. 18
9.1.10	Parcel size & sensitive conditions.	A parcel's size, susceptibility to hydraulic mounding, organic or nitrogen loading, and whether there is sufficient area for OWTS expansion in case of failure.	Section 2 Pgs. 25, 26	SCCOC, Section B11-74 Pg. 18
9.1.11	Areas with multiple existing OWTS that predate standards	Geographic areas that are known to have multiple, existing OWTS predating any adopted standards of design and construction including cesspools.	Section 2 Pgs. 25, 26	SCCOC, Section B11-90 Pg. 26; B11-89 Pgs. 25-26
9.1.12	Areas with multiple existing OWTS systems within setbacks of section 7.5.	Geographic areas that are known to have multiple, existing OWTS located within either the pertinent setbacks listed in Section 7.5 of this Policy, or a setback that the local agency finds is appropriate for that area.	Section 2 Pg. 25; Section 3 Pg. 31	Not applicable
9.2	Scope of Coverage:	The LAMP shall describe scope of coverage. Such as maximum authorized flows, types of systems in the Program, Site evaluation, Siting, Design and Construction requirements. Section 9.2 also requires that the LAMP address each of the following issues, described in sections 9.2.1 through 9.2.13.	Section 3 Pgs. 27-45	SCCOC, Section B11-67 (1) Pgs. 12-15; B11-95 Pg. 32; B11-83 Pg. 20; B11-95 Pgs. 32-34; B11-74 Pg. 18
9.2.1	Inspections, O&M, permits for repair of failing OWTS.	Requirements for inspection, monitoring, maintenance, and repairs. Also, Procedures for permitting replacements or repairs of failing OWTS.	Section 4 Pg. 46; Section 5 Pg. 58	SCCOC Section B11-67 Pgs. 12-16; B11-84 Pgs. 22-23; B11-85 Pg. 23; B11-89 Pgs. 25-26; B11-92 Pg. 28; B11-93 Pgs. 29-
9.2.2	Special Provisions for specific impaired waters	Special provisions for OWTS in specified geographic areas near specific impaired surface water bodies listed for pathogens or nitrogen.	Section 4 Pg. 47	SCCOC, Section B11-74 Pg. 18
9.2.3	LAMP Variance Procedures	For new installations and repairs in substantial conformance, to the greatest extent practicable. Variances not allowed for the requirements stated in Sections 9.4.1 through 9.4.9.	Section 4 Pg. 47-48	SCCOC Section B11-67 Pgs. 12-16; B11-74 Pg. 18; B11-76 Pgs. 18-19; B11-83 Pgs. 20-21; B11-85 Pg. 23; B11-88 Pg. 24
9.2.4	Qualifications for Persons who Work on OWTS	Any educational, training, certification, and/or licensing requirements that will be required of OWTS service providers, site evaluators, designers, installers, pumpers, maintenance contractors, and any other person relating to OWTS activities.	Section 4 Pgs. 49-50	SCCOC Sections B11-70 Pgs. 16-17; B11-74 Pg. 18; B11-83 Pg. 20; B11-89 Pg. 25; B11-93 Pgs. 29-30; B11-210 Pgs. 1-5

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9.2.5	Education and Outreach for OWTS Owners	Education and/or outreach program including informational materials to inform OWTS Owners about how to locate, operate, and maintain their OWTS as well as any other Water Board order regarding OWTS restrictions within its jurisdiction.	Section 4 Pgs. 50-51	SCCOC Sections B11-82 Pg. 20; B11-89 Pgs. 25-26
9.2.6	Septage Disposal	Assessment of existing and proposed disposal locations for septage, volume and adequate capacity.	Section 4 Pg.52	SCCOC, Section B11-210 Pgs. 1-5
9.2.7	Maintenance Districts or Zones	Any consideration given to onsite maintenance districts or zones.	Section 4 Pg. 53	Not Applicable
9.2.8	Regional Salt and Nutrient Management Plan consideration	Any consideration given to development and implementation of, or coordination with, Regional Salt and Nutrient Management Plans.	Section 4 Pg.53	SCCOC, Section B11-74 Pg. 18
9.2.9	Watershed Management Group coordination	Any consideration given to coordination with watershed management groups.	Section 4 Pgs. 53-54	Not Applicable
9.2.10	Evaluate Sewer Systems Availability to New or Replacement OWTS	Procedures to evaluate proximity of sewer systems to new and replacement OWTS. (See also Section 9.4.9 which addresses public sewer availability).	Section 4 Pg. 54	SCCOC Section B11-62 Pgs. 2-3
9.2.11	Public Water System Notification	Procedures to notify owner of a public water system prior to issuing permit for an OWTS within 1,200 feet of an intake point for a surface water treatment plant, and with other qualifications. Or within a horizontal sanitary setback from a public well.	Section 4 Pgs. 54-55	SCCOC Section B11-67 Pg. 15
9.2.12	Dispersal Areas within Sanitary Setback of Public Well or Surface Water Intake	Procedures for a proposed OWTS dispersal area within horizontal sanitary setback of a public well or surface water intake point.	Section 4 Pgs. 55-56; Section 5 Pg. 59	SCCOC Sections B11-67 Pg. 15; B11-74 Pg. 18
9.2.13	Cesspool Phase-Out	Plans to cease and desist uses of cesspools.	Section 4 Pgs. 56-57	SCCOC Sections B11-75 Pg. 16; B11-89 Pgs. 25-26
9.3	Minimum Local Agency Management Responsibilities:	Minimum responsibilities include sections 9.3.1 and 9.3.2	See below	See below
9.3.1	Maintain Records	Maintain records of the number, location, and description of permits issued for OWTS where a variance is granted.	Section 6 Pg. 61	Not Applicable
9.3.2	Maintain a Water Quality Assessment Program	Maintain a water quality assessment program, to determine the general operation status of OWTS and to evaluate the impact of OWTS discharges, and assess extent to which groundwater and local surface water quality may be adversely impacted. The focus of the assessment should be on areas with characteristics listed under Section 9.1. The assessment program will include monitoring and analysis of water quality data, complaints, variances, failures, and any information resulting from inspections. (Include monitoring data for nitrate and pathogens. May use information from other programs. Sections 9.3.2.1 through 9.3.2.9 describe some sources of monitoring data that may be	Section 6, Pg. 61	SCCOC Sections B11-89 Pgs. 25-26; B11-85 Pg. 23; B11-83 Pgs. 20-21; B11-87 Pg. 24; B11-90 Pgs. 26-27; B11-93 Pgs. 29-30; B11-84 Pgs. 22-23
9.3.2.1	Domestic Well Sampling	Random well samples from a domestic well sampling program.	Section 6, Pg. 62	Not Applicable
9.3.2.2	Routine Real Estate Transfer Samples	If performed and reported.	Section 4, Pg. 46	Not Applicable

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9.3.2.3	Public Water System Sampling reports	If done by local agency or another municipality responsible for the public system.	Not Required	Not Applicable
9.3.2.4	Water Quality reports for New Wells	If data are reported.	Not Required	Not Applicable
9.3.2.5	Beach Water Quality Sampling	Beach Water Quality Sampling, per H&S Code §115885.	Not Required	Not Applicable
9.3.2.6	Receiving Water Sampling Related to NPDES Permits	Receiving Water Sampling performed as part of a National Pollutant Discharge Elimination System (NPDES) Permit.	Not Required	Not Applicable
9.3.2.7	Data contained in California Water Quality Assessment Database	Data contained in California Water Quality Assessment Database.	Not Required	Not Applicable
9.3.2.8	Groundwater Sampling Related to Waste Discharge Requirements	Groundwater Sampling performed as part of Waste Discharge Requirements.	Not Required	Not Applicable
9.3.2.9	Groundwater Data collected as part of GAMA Program	Groundwater data collected as part of groundwater Ambient Monitoring and Assessment (GAMA) Program and available in Geotracker Database.	Not Required	Not Applicable
9.3.3	Annual Status Reports Covering 9.3.1 through 9.3.2	Annual Report to Water Board. Summarizing status of items 9.3.1 through 9.3.2. Due February 1st. Beginning one year after Regional Board approves LAMP. Every fifth year also include an evaluation report. Submit all groundwater monitoring data in Electronic Delivery Format (EDF) for Geotracker; submit all surface water data to CEDEN.	Section 6, Pg. 63	SCCOC, Section B11-89 Pgs. 25-26
9.4	Not Authorized in LAMP	Section 9.4.1 to 9.4.10 lists OWTS situations that are NOT allowed to be authorized in a LAMP.	Section 4 Pg. 56; Section 5 Pgs. 58-59	Not Applicable
9.4.1	Cesspools	No cesspools of any kind or size.	Section 4 Pgs. 56, 57; Section 4 Pg. 58	SCCOC Section B11-75 Pg. 18
9.4.2	Large Flows	OWTS with Projected Flow >10,000 gallons per day (gpd). (Requires referral to the Regional Water Quality Control Board	Section 1 Pgs. 1, 5, Section 5 Pg. 58	SCCOC Section B11-60 Pg. 2; B11-66 Pg. 11
9.4.3	Surface discharges	OWTS effluent discharges above ground surface.	Section 5 Pg. 58	SCCOC Section B11-67(a) Pg. 12; B11-63 Pg. 3; B11-89 Pg. 26
9.4.4	Steep Slopes	OWTS installation on Slopes >30% without Registered Professional's Report.	Section 5 Pg. 58	SCCOC Section B11-83 Pg. 20
9.4.5	Reduced Leach field area with Multiplier < 0.70	OWTS with decreased minimum leach field area for IAPMO-Certified Dispersal System with Multiplier <0.70. (IAPMO, International Association of Plumbing and Mechanical Officials.)	Section 5 Pg. 58	SCCOC Section B11-80 Pgs. 19-20
9.4.6	Supplemental Treatment without Monitoring and	OWTS with Supplemental Treatment without Monitoring and Inspection.	Section 5 Pg. 58	SCCOC Sections B11-92 Pgs. 28-29, B11-93 Pg. 29

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9.4.7	Significant Wastes from RV Holding Tanks	OWTS serving significant amount of wastes from RV Holding Tanks. ('Significant amounts' can be interpreted to mean amounts greater than incidental dumping, such that volume, frequency, overall strength, or chemical additives preclude definition as domestic wastewater; see Definitions in OWTS Policy.)	Section 5 Pg. 59	SCCOC Sections B11-64 (I)
9.4.8	Groundwater clearance encroachment	Bottom of OWTS dispersal systems cannot be less than 2 feet above groundwater, or bottom of seepage pits cannot be less than 10 feet above groundwater.	Section 5 Pg. 59	SCCOC Section B11-67 Pgs. 13-14, B11-80 Pg. 19, B11-95 Pgs. 32-34
9.4.9	OWTS where public sewer is available.	New and replacement OWTS cannot occur on any lot with available public sewers less than 200 feet from a building or exterior drainage facility (with conditional exceptions for certain repairs).	Section 5 Pg. 59	SCCOC Section B11-67 Pg. 2; B11-62 Pgs. 2-3
9.4.10	OWTS with setbacks less than Minimum Setbacks:	The minimum setbacks discussed in this section all pertain to public water systems.	Section 5 Pg. 59	SCCOC Section B11-67 Pg. 15
9.4.10.1	Public Water Well if OWTS < 10 ft. deep.	If dispersal system is less than or equal to 10 feet deep, then setback from public water well less than 150 feet is not allowed.	Section 5 Pg. 59	SCCOC Sections B11-67 Pg. 15, B11-80 Pg. 1
9.4.10.2	Public Water Well if OWTS > 10 ft. deep.	If dispersal system is greater than 10 feet deep, then setback from public water well less than 200 feet is not allowed.	Section 5 Pg. 59	SCCOC Section B11-67 Pg. 15
9.4.10.3	Public Water Well if OWTS > 20 feet deep and w/in 600 feet of the well.	If dispersal system is greater than 20 feet deep, and less than 600 feet from public water supply well, then the setback must be greater than the distance for two-year travel time of microbiological contaminants, as determined by qualified professional. In no case shall the setback be less than 200 feet.	Section 5 Pg. 59	SCCOC Section B11-67 Pg. 15, B11-80 Pg. 19
9.4.10.4	Public Water System surface water intake structure w/in 1,200 feet.	If the dispersal system is less than 1,200' from public water system's surface water intake, within its drainage catchment, and potentially threatens an intake, then the setback must be greater than 400' from the high water mark of the surface water body.	Section 5 Pg. 59	SCCOC Section B11-67 Pg. 15, B11-80 Pg. 19
9.4.10.5	Public Water System surface water intake structure > 1,200 feet, but < 2,000 feet.	If the dispersal system is greater than 1,200 feet, but less than 2,500 feet from public water system's surface water intake, within its drainage catchment, and potentially threatens an intake, then the setback must be greater than 200' from high water mark of surface water body.	Section 5 Pg. 59	SCCOC Section B11-67 Pg. 15, B11-80 Pg. 19
9.4.11	Replacement OWTS That Do Not Meet 9.4.10 Minimum	Replacement OWTS shall meet minimum horizontal setbacks to the maximum extent practicable.	Section 5 Pg. 59	SCCOC Section B11-90 Pg. 26, B11-67 Pg. 15
9.4.12	New OWTS That Do Not Meet 9.4.10 Minimum Setbacks	New OWTS shall meet minimum horizontal setbacks to the maximum extent practicable, and meet requirements for pathogens as specified in Section 10.8. and any other Local Agency's	Section 5 Pg. 59	SCCOC Section B11-74 Pg. 18; B11-67 Pg. 15; B11-90 Pg. 26
9.5	LAMP content	LAMP must include adequate detail and technical information to support how LAMP criteria protect water quality and public health.	Appendix A & B	Not Applicable
9.6	Regional Water Board LAMP Review Considerations	Regional Boards shall consider, among other things, past performance of local program to adequately protect water quality.	Not Applicable	Not Applicable

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		Santa Clara County LAMP References:	Appendix B	Not Applicable
		Brown & Caldwell and Geotechnical Consultants, Inc. January 1981. San Martin Area Water Quality Study – Phase 1 Report. Prepared for County of Santa Clara.		
		California Department of Water Resources. California Data Exchange Center. http://cdec.water.ca.gov/snow_rain.html		
		California Department of Water Resources. 1999. California Irrigation Management Information System (CIMIS) – Reference Evapotranspiration. http://wwwcimis.water.ca.gov/cimis/cimiSatEtoZones.jsp		
		California Regional Water Quality Control Board, Central Coast Region. June 2011. Water Quality Control Plan for the Central Coast Region (Basin Plan).		
		California Regional Water Quality Control Board, San Francisco Bay Region. December 2011. Water Quality Control Plan for the San Francisco Bay Region (Basin Plan).		
		California Regional Water Quality Control Board, San Francisco Bay Region. 1979. Minimum Guidelines for the Control of Individual Wastewater Treatment and Disposal Systems.		
		Cooperative Extension University of California, Division of Agriculture and Natural Resources. 1991. Leaflet 21493 – Estimating Water Requirements of Landscape Plantings.		
		Santa Clara County LAMP References:	Appendix B	Not Applicable
		Crites, R. W., and G. Tchobanoglous. 1998. Small and Decentralized Wastewater Management Systems. WCB/McGraw-		
		Hantzsche, N. N. and E. J. Finnemore. "Predicting Groundwater Nitrate-Nitrogen Impacts". In Ground Water. Vol. 30, No. 4. July-		
		James M. Montgomery Consulting Engineers. 1981. Project Report for the Lexington Basin of Santa Clara County.		

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		Ramlit Associates. February 1982. Final Report: Assessment of Cumulative Impacts of Individual Waste Treatment and Disposal Systems. Prepared for North Coast Regional Water Quality Control Board.		
		Santa Clara Valley Water District. June 2011. 2010 Groundwater Quality Report.		
		Santa Clara Valley Water District. 2012. Comprehensive Water Resources Management Plan. http://www.valleywatercompplan.org/overview		