



Item No. 12 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

TO: HONORABLE MAYOR AND CITY COUNCIL

THROUGH: GEORGE RODERICKS, CITY MANAGER

FROM: DAVID HUYNH, MAINTENANCE MANAGER/ACTING PW DIRECTOR

DATE: JANUARY 17, 2018

SUBJECT: ADOPT A RESOLUTION APPROVING A GREEN INFRASTRUCTURE (GI) WORKPLAN FOR STORMWATER IN ACCORDANCE WITH REQUIREMENTS OF THE SAN FRANCISCO BAY REGIONAL WATER QUALITY CONTROL BOARD'S MUNICIPAL REGIONAL PERMIT (MRP) PROVISION C.3.J.

RECOMMENDATION

It is recommended that the City Council adopt a resolution approving a Green Infrastructure (GI) Workplan for Stormwater (Plan) in accordance with requirements of the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP) provision C.3.J.

BACKGROUND

The Town is required to regulate pollutants in stormwater runoff from its municipal storm drain systems in compliance with the San Francisco Bay Regional Water Quality Control Board's Municipal Regional Permit (MRP). Provisions of the MRP requires each jurisdiction within San Mateo County subject to the MRP, including Atherton, to develop a Green Infrastructure Plan for Stormwater (Plan) that demonstrates a shift from traditional "gray" storm drain infrastructure—which channels polluted runoff directly into receiving waters without treatment—to a more resilient and sustainable storm drain system comprised of "green" infrastructure, which captures, stores and treats stormwater using specially designed landscape systems. Examples of green infrastructure include, but are not limited to, landscape-based areas that use soil and plants to treat stormwater (e.g., bioretention or green roofs); pervious paving systems (e.g., interlocking concrete pavers, porous asphalt, and pervious concrete) that allow water to soak into the ground; rainwater harvesting systems (e.g., cisterns and rain barrels) that capture stormwater for non-potable uses such as landscape irrigation, etc.

The Plan shall be designed to capture, store, and treat stormwater using specially designed landscape systems. In addition to managing runoff in a more sustainable fashion, the Plan must be designed to collectively achieve specific reductions in mercury and polychlorinated biphenyls (PCBs) in stormwater



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runoff by 2020 and 2040, per the MRP. For all San Mateo County Permittees, the load reduction requirement for PCBs is 370 grams per year, which must be achieved by June 30, 2020 (the end of the permit term). Of this reduction, 15 grams per year, must be reduced through GI. For mercury, San Mateo County Permittees must achieve a load reduction of 6 grams per year by the end of the permit term, all of which must be achieved through GI. The Town's Plan shall therefore be designed to collectively achieve these specific reductions in PCBs and mercury in stormwater runoff.

To achieve the pollutant reduction targets, the Plan must do the following in compliance with the MRP:

- Include a mapping and prioritization mechanism to identify and prioritize both private and public green infrastructure project opportunities;
- Identify locations and timeframes for implementing green infrastructure, including numeric targets for retrofitting impervious areas to achieve mandated pollutant load reductions;
- Utilize a regionally consistent process for tracking and mapping completed projects to ensure progress towards meeting the pollutant load reduction targets;
- Include and/or reference design and construction guidelines and standard specifications and details for green infrastructure to guide and enable the completion of projects;
- Integrate with other planning efforts, including updating other relevant Atherton plans policies, codes, and ordinances to incorporate green infrastructure for stormwater management to support the implementation of project opportunities;
- Evaluate long-term funding options, including for design, construction, and long-term operations and maintenance, from Atherton and other sources;
- Incorporate any necessary legal mechanisms to enable implementation of the plan and projects within and by Atherton; and,
- Include public outreach on development and implementation of the plan.

The Plan must be developed and submitted to the Water Board in September of 2019. In advance of this deadline, each permittee's governing body or Town's manager was targeted to approve a framework or workplan for developing the plan by June 30, 2017. Town staff informed the RWQCB that the Town as working on its framework development in the latter half of 2017.

ANALYSIS

The City/County Association of Governments of San Mateo County (C/CAG) and its consultants have worked with its member agencies to develop model green infrastructure planning materials, including a template for the plan. The Town's workplan details the various activities necessary for creating a Plan compliant with MRP requirements, and indicates which aspects will be undertaken by C/CAG and which must be done by Town staff. The workplan also includes the timeline for the completion of specific tasks to meet the Plan deadline as defined within the MRP. Throughout the development of the Plan, tasks will be reviewed by the GI Technical Advisory Committee (TAC), which consists of staff from the City and other San Mateo County Permittees. Although it is not clear what is fully expected for all of these items at this time, they are all specifically identified in the NPDES permit as needing to be addressed. C/CAG



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and the member agencies will continue to develop the different elements to ensure that all NPDES permit requirements are met. The GI Workplan identifies several tasks for each of these items, along with key roles and a timeline to ensure the GI Plan is completed by June 30, 2019 as required.

The implementation of GI will involve the retrofit of existing urbanized areas with systems designed to capture, store and treat stormwater, such as permeable pavement, bio-retention systems, tree box filters and gravel wetlands. Opportunities for GI will be identified through projects in the public right-of-way and partnerships with private developers. GI retrofit opportunities in areas identified to have remnants of PCB and Hg contamination from past practices and activities will have a higher priority since the potential for treatment and pollutant removal will be higher. It is also important to note that the opportunity for the implementation of GI projects in the public right-of-way may arise through the need for public infrastructure improvements as identified in the Town's Capital Improvement Plan (CIP).

The primary benefits of incorporating green infrastructure into projects are the improvements of the quality of stormwater runoff and reduction of the quantity of runoff. Green infrastructure improves the quality of stormwater runoff through physical, biological, and chemical processes as water is filtered through soil or filtration media. The quantity of stormwater runoff is also reduced through plant uptake, evaporation, infiltration, or capture and use which improves river channels by reducing erosion on the banks. Landscape-based treatment affords community benefits such as reduced localized flooding and improved walkability and neighborhood aesthetics.

POLICY ISSUES

The Town is required through its issuance of its Municipal Regional Permit (MRP) by the San Francisco Bay Regional Water Quality Control Board's to develop a Green Infrastructure Plan for Stormwater (Plan) that demonstrates a shift from traditional "gray" storm drain infrastructure—which channels polluted runoff directly into receiving waters without treatment—to a more resilient and sustainable storm drain system comprised of "green" infrastructure, which captures, stores and treats stormwater using specially designed landscape systems. The draft Plan meets these mandates. Further adoption of the Plan is found to be consistent with the policies of the adopted Climate Action Plan (CAP) to promote sustainable development and activities throughout the Town, as well as supporting the Town's policy in requiring all development areas associated with encroachment permits (except for direct property ingress and egress) to be permeable.

FISCAL IMPACT

A short term cost for Staff is associated with this project as Staff works to develop and implement the Plan; costs of which can be adequately covered under existing staffing resources. Long term costs are unknown as the amount of pollutant load reduction and number of green infrastructure projects have not been determined at this time. C/CAG and its consultants are working with member agencies on initial estimates of public vs. private green infrastructure needs for both short- and long term load reduction requirements. This information will inform the overall development of the Town's Plan as well as those of other San Mateo County Permittees. In addition, these findings will impact discussions about the long-



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term implementation costs associated with GI. The costs and potential funding options will be discussed in future reports to the City Council.

The green infrastructure projects will most likely be primarily funded on a project basis through the Town's Capital Improvement Plan (CIP) program. Additionally, included in the Plan is the evaluation of potential funding sources, created in partnership with C/CAG, and the San Mateo Countywide Water Pollution Prevention Program, including, but not limited to: Alternative Compliance funds; grant monies, including transportation project grants from federal, State, and local agencies; existing Permittee resources; new tax or other levies; and other sources of funds.

ENVIRONMENTAL IMPACT

The project has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA categorical exemptions under guideline 15307 (Actions by Regulatory Agencies for Protection of Natural Resources).

PUBLIC NOTICE

Public notification was achieved by posting the City Council agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power and sewer), and regional elected officials.

ATTACHMENTS

1. Resolution
2. Draft Green Infrastructure Workplan

RESOLUTION NO. _____
RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON
APPROVING A WORKPLAN TO DEVELOP A GREEN INFRASTRUCTURE PLAN FOR
STORMWATER IN ACCORDANCE WITH PROVISION C.3.J. OF THE MUNICIPAL
REGIONAL PERMIT

WHEREAS, the San Francisco Bay Regional Water Quality Control Board’s Municipal Regional Permit (MRP) regulates stormwater discharges from municipal storm drain systems throughout San Mateo County, including the Town of Atherton; and

WHEREAS, Provision C.3.j of the MRP requires each permittee to develop a Green Infrastructure Plan for Stormwater that demonstrates how permittees will gradually shift from traditional “gray” storm drain infrastructure—which channels polluted runoff directly into receiving waters without treatment—to a more resilient and sustainable storm drain system comprised of “green” infrastructure, which captures, stores and treats stormwater; and

WHEREAS, the MRP also requires that Green Infrastructure Plans for Stormwater be collectively designed to achieve specific reductions in mercury and PCBs (polychlorinated biphenyls) within specific time horizons; and

WHEREAS, all permittees under the MRP were required to approve a workplan for developing a Green Infrastructure Plan for Stormwater; and

WHEREAS, the City/County Association of Governments of San Mateo County (C/CAG) has been working with its member agencies, including the Town of Atherton, to develop model green infrastructure planning documents, including a model workplan; and

WHEREAS, the attached workplan details the required tasks to develop a Green Infrastructure Plan for Stormwater compliant with MRP requirements, including those aspects that will be implemented by C/CAG and those by local agencies; and

WHEREAS, the Town of Atherton is committed to complying with requirements of the MRP; and

NOW, THEREFORE, BE IT RESOLVED the Town of Atherton approves a workplan for developing a Green Infrastructure Plan for Stormwater.

PASSED AND ADOPTED at a meeting of the City Council of the Town of Atherton held on the 17th day of January 2018, by the following vote:

AYES: *COUNCILMEMBERS:*
NOES: *COUNCILMEMBERS:*
ABSENT: *COUNCILMEMBERS:*
ABSTAIN: *COUNCILMEMBERS:*

Cary Wiest, Mayor
Town of Atherton

ATTEST:

Theresa DellaSanta, City Clerk

APPROVED AS TO FORM:

William B. Conners, City Attorney

Town of Atherton Green Infrastructure Plan Workplan

Introduction

The Town is required to regulate pollutants in stormwater runoff per the San Francisco Bay Regional Water Quality Control Board's San Francisco Bay Region Municipal Regional Stormwater National Pollutant Discharge Elimination System Permit (MRP). As part of the MRP Provision C.3.j requirements, the Town must develop a Green Infrastructure Plan (Plan) that demonstrates a shift from traditional "gray" storm drain infrastructure, which channels polluted runoff directly into San Francisco Bay (Bay) without treatment, to a more resilient and sustainable storm drain system comprised of "green" infrastructure.

Green Infrastructure (GI) is designed to capture, store and treat stormwater with infrastructure that uses vegetation, soils, and natural processes. The focus of Provision C.3.j is for the reduction of pollutants, specifically polychlorinated biphenyls (PCBs) and mercury found in urban runoff. The implementation of PCB and mercury control measures included in the MRP aim to meet the wasteload allocations required by the Total Maximum Daily Load (TMDL) approved by the Environmental Protection Agency for the Bay.

The Town's Plan must therefore be designed to collectively achieve specific reductions in PCBs and mercury in stormwater runoff by 2020 and 2040, per Provisions C.11 and C.12 in the MRP. The City shall identify and prioritize opportunities in the public right-of-way where GI may be feasible to implement.

The following provides an annotated outline for the development of the Town's Workplan. This Workplan will layout the specific tasks that need to be implemented in order for the Town to complete the preparation of the various components of the Plan, and the timeline for their completion.

This Workplan will layout the specific tasks that need to be completed in order for the Town of Atherton to complete the preparation of the various components of the Green Infrastructure Plan, and the timeline for their completion by the deadlines defined within the Municipal Regional Stormwater NPDES Permit (MRP).

Statement of Purpose

The Green Infrastructure Plan is intended to describe how Atherton will shift its impervious surfaces and storm drain infrastructure from gray (traditional) to green. That is, the Plan will describe how the Town will change over time infrastructure that directs runoff directly into storm drains and receiving waters to green infrastructure that slows runoff by dispersing it to vegetated areas, harvests and uses runoff, promotes infiltration and evapotranspiration, and uses bioretention and other green infrastructure practices to treat stormwater runoff.

Therefore, one of the required elements for the Plan is for Atherton to self determine and establish "targets" for the amount of impervious surface to be retrofitted with green infrastructure.

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In addition, the introduction to Provision C.3.j states what the Board intends the Green Infrastructure Plans to achieve:

“The Plan is intended to serve as an implementation guide and reporting tool during this and subsequent Permit terms to provide reasonable assurance that urban runoff TMDL wasteload allocations (e.g., for the San Francisco Bay mercury and PCBs TMDLs) will be met, and to set goals for reducing, over the long term, the adverse water quality impacts of urbanization and urban runoff on receiving waters. For this Permit term, the Plan is being required, in part, as an alternative to expanding the definition of Regulated Projects prescribed in Provision C.3.b to include all new and redevelopment projects that create or replace 5,000 square feet or more of impervious surface areas and road projects that just replace existing impervious surface area. It also provides a mechanism to establish and implement alternative or in-lieu compliance options for Regulated Projects and to account for and justify Special Projects in accordance with Provision C.3.e.

The Plan shall also identify means and methods to prioritize particular areas and projects within each Permittee’s jurisdiction, at appropriate geographic and time scales, for implementation of green infrastructure projects. Further, it shall include means and methods to track the area within each Permittee’s jurisdiction that is treated by green infrastructure controls and the amount of directly connected impervious area. As appropriate, it shall incorporate plans required elsewhere within this Permit, and specifically plans required for the monitoring of and to ensure appropriate reductions in trash, PCBs, mercury, and other pollutants.”

Required Green Infrastructure Plan Elements

The Plan Elements are as follows:

- A. Prioritization and mapping of GI potential and planned projects
- B. Develop process for tracking and mapping completed projects
- C. Develop overall GI guidelines, standard specifications, and design details
- D. Develop requirements for design of projects to meet hydromodification sizing Requirements or other accepted sizing requirements
- E. Planning document update, summary of updates, and workplan for future plans
- F. Workplan for completion of prioritized projects
- G. Evaluation of funding options
- H. Adopt other policies, ordinances, and/or other legal mechanisms to ensure Plan implementation
- I. Conduct outreach and education with public, staff, and elected officials
- J. Report on GI planning efforts

The following sections provide a breakdown of the specific tasks proposed to develop the Plan and its elements.

A. Prioritization and Mapping of Green Infrastructure Potential and Planned Projects

This work covers three provisions for the Green Infrastructure Plan as defined in the MRP:

- Provision C.3.j.i.(2)(a): *A mechanism (e.g., SFEI's GreenPlanIT tool or another tool) to prioritize and map areas for potential and planned projects, both public and private, on a drainage-area-specific basis, for implementation over the following time schedules, which are consistent with the timeframes for assessing load reductions specified in Provisions C.11. and C.12.*

- (i) By 2020;
- (ii) By 2030; and
- (iii) By 2040.

The mechanism shall include criteria for prioritization (e.g. specific logistical constraints, water quality drivers (e.g. TMDLs), opportunities to treat runoff from private parcels in retrofitted street right-of-way) and outputs (e.g. maps, project lists) that can be incorporated into the Permittee's long-term planning and capital improvement processes.

- Provision C.3.j.i. (2)(b): *Outputs from the mechanism described above, including, but not limited to, the prioritization criteria, maps, lists, and all other information, as appropriate. Individual project-specific reviews completed using these mechanisms are not required to be submitted with the Plan, but shall be made available upon request.*
- Provision C.3.j.i. (2)(c): *Targets for the amount of impervious surface, from public and private projects, within the Permittee's jurisdiction to be retrofitted over the following time schedules, which are consistent with the timeframes for assessing load reductions specified in Provisions C.11. and C.12.*

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

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TABLE A – Tasks for the Prioritization and Mapping of GI Potential and Planned Projects

Task	SMCWPPP Support	Timeframe
A.1 Work with SMCWPPP to develop GIS-based modeling tool for use in mapping, prioritizing, and phasing of potential and planned projects.		
A.1.1 Provide data for drafting of San Mateo County Stormwater Resources Plan (SRP).	Prepare Draft SRP.	Work began in the second half of FY 15-16. Draft SRP review complete.
A.1.2 Support SMCWPPP development of tool during preparation of the Reasonable Assurance Analysis (RAA) to address mercury and PCBs TMDL implementation.	Further develop tool through the RAA process.	Review data input and results of tool, second half of FY 16-17.
A.1.3 Begin using web-based GIS tool ¹ for on-going tracking of GI implementation and to support MRP annual reporting.	Support per member agency request.	Tool to be available in second half of FY 16-17 for on-going use.
A.2 Develop prioritization criteria for GI project opportunities.		
A.2.1 Review preliminary criteria established as part of the SRP.	Prepare draft preliminary criteria.	Review draft SRP, task completed first half of FY 16-17.
A.3 Develop mapping and associated database of GI project opportunities with information needed to perform a prioritization assessment of the opportunities.		
A.3.1 Review methodology for new and redevelopment land area, and possible refinements to public property and public streets potential for GI	Develop methodology and initial land area estimate	TAC review in December 2016.
A.3.2 Review revised estimate of new and redevelopment area, and draft any refinements to property and public streets potential	Revise land use estimate	TAC review in February 2017.

¹ As currently planned, this tool would allow for viewing of mapping and data. This tool will be accessible via the internet, and will not require a local GIS platform for a Member Agency to view GIS layers.

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Task	SMCWPPP Support	Timeframe
A.3.1 Review refined mapping and database developed through the RAA, if needed.	Revise mapping and database, if needed.	Initial refinement complete in Feb/March 2017. Potential additional refinement finalized by June 2017.
A.4 Develop phasing plan for GI project opportunities consistent with timeframes of required Mercury and PCB load reductions, by 2020, by 2030, and by 2040; building from the work in identifying potential projects to achieve target load reductions and target amounts of impervious surface, from public and private projects, to be retrofitted over the same time schedule.		
A.4.1 Review volume/sediment capture goals to meet TMDL implementation milestones established through RAA.	Draft capture goals.	RAA finalized by end of June 2017.
A.5 Define the methodology for integration of the GI project opportunities phasing plan into Permittee’s long-term planning and capital improvement plans and processes. This should include projects that are intended to be implemented following the current permit term; those that are intended to be implemented to achieve the 2030 and 2040 load reduction targets. ²		
A.5.1 Review draft model methodology.	Prepare draft methodology.	Review 1 st quarter FY 17-18.
A.5.2 Review and finalize model methodology.	Refine methodology.	Review and comment on final draft, early November 2017. Accept final model methodology, December 2017.
A.6 Develop and integrate into GI Plan for adoption.		
Begin 2nd quarter FY 17/18 and complete for inclusion in Annual Report submittal of September 30, 2019		

² The workplan for completion of prioritized projects, those to be completed by 2020, is included in section F below, related to Provision C.3.j.i.(2)(j) of the MRP.

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B. Develop process for tracking and mapping completed projects

This work covers needs of Provision C.3.j.i.(2)(d) of the MRP:

A process for tracking and mapping completed projects, public and private, and making the information publically available.

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

TABLE B – Tasks for the Development of a Process for Tracking and Mapping Completed Projects

Task	SMCWPPP Support	Timeframe
B.1 Work with SMCWPPP through GI TAC to identify model methodology for mapping and finalizing database information for projects as they are completed.	Develop publicly accessible element of web-based mapping and data tool.	July through mid-October 2017.
B.2 Identify Permittee-specific department/division responsibilities for mapping and finalizing database information as projects are completed.	Support per member agency request.	December 2017 and February 2018.
B.3 Permittees implement pilot period of mapping and database management. During this period the public “portal” of the web-based mapping and data tool will also be piloted.	Support per member agency request.	Mid-February thru mid-May 2018.
B.4	Peer and SMCWPPP review of pilot period mapping and database revisions.	Late May 2018.
B.5	Refine web-based tool for use by member agencies.	June 2018.
B.6 Permittees’ refine and implement tracking procedures, defined under Item A above, and SMCWPPP refines the public “portal”.	Support per member agency request.	Start FY 18-19 and continue through permit term (December 31, 2020).

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C. Develop overall Green Infrastructure guidelines, standard specifications, and design details

This work covers two provisions for the Green Infrastructure Plan as defined in the MRP:

- Provision C.3.j.i.(2)(e): *General guidelines for overall streetscape, and project design and construction so that projects have a unified, complete design that implements the range of functions associated with the projects. ...The guidelines should call for the Permittee to coordinate, for example, street improvement projects so that related improvements are constructed simultaneously to minimize conflicts that may impact green infrastructure.*
- Provision C.3.j.i.(2)(f): *Standard specifications and, as appropriate, typical design details and related information necessary for the Permittee to incorporate green infrastructure into projects in its jurisdiction.*

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

TABLE C – Tasks for the Development of GI guidelines, Standard Specifications, and Design Details

Task	SMCWPPP Support	Timeframe
C.1 Work with SMCWPPP through GI TAC to develop model San Mateo countywide guidelines, standard specifications, and design details, the San Mateo County Model Green Infrastructure Guidelines and Standards, to implement the range of functions associated with projects, such as: street use for stormwater management and treatment; safe pedestrian travel; use as public space; for bicycle, transit, and vehicle movement; and as locations for urban forestry. These will also include identification of needs and model procedures for coordinated and consistent plan review of private projects, scoping and design for public projects, provisions for public/private implementation and maintenance agreements, and operations and maintenance.		
C.1.1 Review model guidelines and standards reference documents memorandum.	Research reference documents, prepare memorandum.	August and September 2016 Review of memorandum complete.
C.1.2 Review proposed reorganization of model guidelines and standards approach.	Prepare proposed approach.	Feedback at December 2016 TAC Meeting.
C1.3 Review revised scope and schedule for SMCWPPP preparation of model document	Prepare revised scope and schedule	January 2017.

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Task	SMCWPPP Support	Timeframe
C.1.4 Review draft samples of guidelines and standards sections and provide comments to SMCWPPP.	Prepare draft samples.	February 2017.
C.1.5 Participate in GI TAC workshop to give direction on approach for full model guidelines and standards, refinements to approach, level of detail, etc. based on review sample guidelines and standards	Facilitate GI TAC Workshop	February 2017.
C.1.6 Review full TAC draft of model guidelines and standards and provide comments to SMCWPPP.	Prepare draft model documents.	June 2017.
C.1.7 Approve final comprehensive draft of the model guidelines and standards.	Prepare final model documents.	November 2017.
C.2 Revise existing guidelines, standard specifications, design details, departmental procedures, etc. as needed given the implementation approach for specific Permittees.		
C.2.1 Use web-based platform, provided by SMCWPPP as jurisdiction resource for revising various guidelines and standards documents. ³	Support member per agency request.	Nov. 2017 thru Feb. 2018.
C.2.2 Provide feedback to SMCWPPP regarding utility of web-based resource platform.	Revise model documents, as needed.	By end of February 2018.
C.2.3 Finalize Permittee specific development of guidelines and standards; Permittees may choose to adopt the model guidelines and standards.	Support member per agency request.	Start mid-May 2018 and finish approval/adoption by September 30, 2019.

³ The concept is to make it a resource that would provide access to the model language documents and to also serve as a clearing house for documents that are prepared by Member Agencies. This would be similar to the “21 Elements: Housing Element Update Kit” website (21elements.com)

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D. Develop requirements for design of projects to meet hydromodification sizing requirements or other accepted sizing requirements

This work covers needs of Provision C.3.j.i.(2)(g) of the MRP:

...projects be designed to meet the treatment and hydromodification sizing requirements in Provisions C.3.c. and C.3.d. For street projects not subject to Provision C.3.b.ii. (i.e., non-Regulated Projects), Permittees may collectively propose a single approach with their Green Infrastructure Plans for how to proceed should project constraints preclude fully meeting the C.3.d sizing requirements.

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

TABLE D – Tasks for the Development of Requirements for the Design of Projects to Meet Hydromodification Sizing Requirements or Other Accepted Sizing Requirements

Task	SMCWPPP Support	Timeframe
D.1 Work through SMCWPPP and its GI TAC to coordinate with the BASMAA Development Committee’s work on a single approach for how to proceed should project constraints preclude fully meeting the C.3.d sizing requirements.		
D.1.1 Review BASMAA draft recommendations on single approach, <u>not related</u> to hydromodification, through SMCWPPP GI TAC; provide comments to BASMAA and their consultant.	Provide GI TAC with comments on BASMAA draft single approach.	SMCWPPP review, est. April 2017. TAC review, est. May 2017.
D.1.2 Review BASMAA draft recommendations on single approach, <u>related</u> to hydromodification, through SMCWPPP GI TAC; provide comments to BASMAA and their consultant.	Provide GI TAC with comments on BASMAA draft single approach.	SMCWPPP review, est. mid-March thru April 2018. TAC review, est. May 2018.
D.1.3 Integrate final single approach from BASMAA into GI Plan.	Support per member agency request.	Begin in est. August 2018.

E. Planning document update, summary of updates, and workplan for future plans

This work covers the needs of two provisions of the MRP:

- Provision C.3.j.i.(2)(h): *A summary of the planning documents the Permittee has updated or otherwise modified to appropriately incorporate green infrastructure requirements...*

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Permittees are expected to complete these modifications as a part of completing the Green Infrastructure Plan, and by not later than the end of the permit term.

- Provision C.3.j.i.(2)(i): *To the extent not addressed above [in (h)], a workplan identifying how the Permittee will ensure that green infrastructure and low impact development measures are appropriately included in future plans (e.g., new or amended versions of the kinds of plans listed above).*

The Town of Atherton is currently working on a comprehensive update to the General Plan. It is envisioned that this update will incorporate Green Infrastructure goals, objectives, policies and actions into the various General Plan Elements, including Land Use, Open Space and Conservation, Transportation and Circulation, and Community Safety. The Town has also recently been awarded a \$13.6 grant from Caltrans for the removal of total maximum daily loads (TMDLs), which includes PCBs/Mercury.

TABLE E – Tasks for the Planning Document Update, Summary of Updates, and Workplan for Future Plans

Task	SMCWPPP Support	Timeframe
E.1 Work through SMCWPPP through the GI TAC to develop model planning document update language.		
E.1.1 Permittees provide existing planning documents to SMCWPPP for review.	Document and review planning documents.	Task complete.
E.1.2 Review draft model plan update materials from SMCWPPP.	Prepare model plan update report.	Begin review and comment December 2016. Provide final comment in 2 nd week of January 2017.
E.1.3 Begin utilizing final model planning update materials to revise Permittee-specific documents; see below for further details.	Finalize model plan update report. Support per member agency request.	June 2017.

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Task	SMCWPPP Support	Timeframe
E.2 Make modifications to Permittee-specific planning documents.		
E.2.1 Make needed modifications to planning documents that are currently being updated or created, <u>for other purposes</u> , during the preparation of development of model language, to the extent feasible.	Support member agency request.	per
E.2.2 Draft modifications or updates to each existing planning document, needing this effort, to appropriately incorporate green infrastructure requirements.	Support member agency request.	per
E.2.3 Take modified or updated planning documents through necessary public review and approval/adoption processes; see below related to future planning documents.	Support member agency request.	per
E.3 Develop a summary of planning documents that have been updated or modified to incorporate green infrastructure requirements and improvements.		
E.3.1 Draft summary of modifications made to planning documents as they move through the approval/adoption process, and integrate into Green Infrastructure Plan.	Support member agency request.	per
E.4 Develop a workplan for on-going integration of language to incorporate green infrastructure requirements in future planning documents.		
E.4.1 Work with SMCWPPP through the GI TAC to develop model language for appropriate policies and/or procedures to ensure language is integrated into future documents.	Develop Model Language.	TAC review April 2017.

⁴ GI Plan is to be completed by June 30, 2019 and submitted as part of 2019 Annual Report by September 30, 2019, and the end of the permit term is December 31, 2020.

⁵ Provision C.3.j.i.(2)(h) of the MRP, page 46.

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Task	SMCWPPP Support	Timeframe
E.4.2 Draft Permittee-specific policies and/or procedures.	Support per member agency request.	Start in June 2017 and complete with enough time to allow for public review and approval/adoption process.
E.4.3 Take Permittee-specific policies and/or procedures through necessary public review and approval/adoption processes.	Support per member agency request.	Begin in Fall 2017 (or sooner) and complete for inclusion in the GI Plan. ⁶
E.4.4 Summarize Permittee-specific policies and/or procedures and their approval/adoption in Permittee's GI Plan.	Support per member agency request.	Begin in Fall 2017 (or sooner) and complete for inclusion in the GI Plan. ⁶

F. Workplan for completion of prioritized projects

This work covers needs of Provision C.3.j.i.(2)(j) of the MRP:

A workplan to complete prioritized projects identified as part of a Provision C.3.e Alternative Compliance program or part of Provision C.3.j Early Implementation.

This work is likely primarily an individual member agency effort. But potential for SMCWPPP technical support will be determined through further discussions with the Green Infrastructure TAC and as other GI Plan and MRP tasks are developed in greater detail; this might include development of a model workplan for implementation of prioritized projects. Specific to the Alternative Compliance provision, it is not clear at this point which, if any, member agencies will be utilizing an alternative compliance program. This will be determined as work continues on other tasks.

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

⁶ GI Plan is to be completed by June 30, 2019 and submitted as part of 2019 Annual Report by September 30, 2019, and the end of the permit term is December 31, 2020.

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TABLE F – Tasks for the Development of a Workplan for the Completion of Prioritized Projects

Task	SMCWPPP Support	Timeframe
F.1 Determine need for SMCWPPP support to member agencies for this task.		
F.1.1 Discussions at GI TAC regarding potential for support and definition of scope, if needed.	Prepare for and facilitate GI TAC discussions.	Discuss with TAC during April 2017 TAC Meeting.
F.2 Preparation of Permittee-specific workplan to complete prioritized projects.		
F.2.1 Develop and integrate into GI Plan for adoption.	To be determined.	Begin during FY 17-18 and complete for inclusion in the GI Plan. ⁷

G. Evaluation of Funding Options

This work covers needs of Provision C.3.j.i.(2)(k) of the MRP:

An evaluation of prioritized project funding options, including, but not limited to: Alternative Compliance funds; grant monies, including transportation project grants from federal, State, and local agencies; existing Permittee resources; new tax or other levies; and other sources of funds.

SMCWPPP has a draft “Potential Funding Source Analysis and Recommendations” study that can serve as a starting point for this work area. The scope of this effort will be developed through discussions with the GI TAC. This might include consideration of establishing a nexus to support implementation of a stormwater infrastructure impact fee.

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

TABLE G – Tasks for Evaluating Funding Options

Task	SMCWPPP Support	Timeframe
G.1 Determine need for SMCWPPP support to member agencies for this task.		
G.1.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Discuss with TAC during February and May 2017 TAC Meetings.

⁷ GI Plan is to be completed by June 30, 2019 and submitted as part of 2019 Annual Report by September 30, 2019, and the end of the permit term is December 31, 2020.

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Task	SMCWPPP Support	Timeframe
G.1.2 Begin efforts on this work item.	To be determined.	Begin during FY 17-18.
G.2 Preparation of Permittee-specific evaluation of funding options for inclusion in each Permittee's Green Infrastructure Plan.		
G.2.1 Develop and integrate into GI Plan for adoption.	Support per member agency request.	Begin during FY 17-18 and complete for inclusion in the GI Plan. ⁸

H. Adopt other policies, ordinances, and/or other legal mechanisms to ensure Green Infrastructure Plan implementation

This work covers the needs of Provision C.3.j.i.(3) of the MRP:

(3) Adopt policies, ordinances, and/or other appropriate legal mechanisms to ensure implementation of the Green Infrastructure Plan in accordance with the requirements of this provision.

The extent of this work is undetermined at this point, as is the potential need for SMCWPPP support to member agencies. The scope of this effort will be developed through discussions with the GI TAC.

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

TABLE H – Tasks for the Adoption of Other Policies, Ordinances, and/or Other Legal Mechanisms to Ensure Plan Implementation

Task	SMCWPPP Support	Timeframe
H.1 Determine need for SMCWPPP support to member agencies for this task.		
H.1.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Discuss with TAC during January 2017 and May 2017 TAC Meeting.
H.1.2 Begin implementing SMCWPPP support on this work item.	To be determined.	During FY 17-18 in coordination with development of draft model planning update materials.

⁸ GI Plan is to be completed by June 30, 2019 and submitted as part of 2019 Annual Report by September 30, 2019, and the end of the permit term is December 31, 2020.

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H.2 Preparation and adoption of Permittee-specific policies, ordinances, and/or other legal mechanisms to ensure Green Infrastructure Plan implementation.

H.2.1 Develop and integrate into GI Plan for adoption.	Support per member agency request.	Begin during FY 17-18 and complete for inclusion in the GI Plan. ⁹
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I. Conduct outreach and education with public, staff, and elected officials

This work covers the needs of Provision C.3.j.i.(4) of the MRP:

(4) Conduct outreach and education in accordance with the following:

- (a) Conduct public outreach on the requirements of this provision, including outreach coordinated with adoption or revision of standard specifications and planning documents, and with the initiation and planning of infrastructure projects. Such outreach shall include general outreach and targeted outreach to and training for professionals involved in infrastructure planning and design.*
- (b) Train appropriate staff, including planning, engineering, public works maintenance, finance, fire/life safety, and management staff on the requirements of this provision and methods of implementation.*
- (c) Educate appropriate Permittee elected officials (e.g., mayors, city council members, county supervisors, district board members) on the requirements of this provision and methods of implementation.*

SMCWPPP is working with their outreach consultant to develop a Five-Year Public Education and Outreach Strategic Plan that is currently in draft form. Elements of the draft public outreach plan are currently being implemented such as distribution of public information through social media, newsletters, and related public events and other efforts throughout the county, such as sea level rise planning. Training of member agency staff will occur through GI TAC meetings and working sessions, and likely additional workshops such as the June 13th C.3 workshop. The scope of this training effort and education of elected officials will be further developed through discussions with the GI TAC.

As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

⁹ GI Plan is to be completed by June 30, 2019 and submitted as part of 2019 Annual Report by September 30, 2019, and the end of the permit term is December 31, 2020.

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TABLE I – Tasks for Conducting Outreach and Education with Public, Staff and Elected Officials

Task	SMCWPPP Support	Timeframe
I.1 Conduct public outreach through the efforts being defined in the Five-Year Public Education and Outreach Strategic Plan.		
I.1.1 Review and finalize the Five-Year Public Education and Outreach Strategic Plan.	Prepare draft and final strategic plan.	Begin in 3 rd quarter of FY 16/17.
I.1.2 Implement the Five-Year Public Education and Outreach Strategic Plan as a coordinated SMCWPPP and member agency effort.	On-going support of member agency efforts. Implementation of countywide efforts.	Currently and throughout the permit period.
I.2 Determine scope of SMCWPPP efforts in supporting training of member agency staff, and implement support.		
I.2.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Discuss with TAC during May 2017 TAC Meetings.
I.2.2 Implement support of training of member agency staff.	On-going support of member agency efforts. Implementation of countywide efforts.	Begin in 4 th quarter of FY 16-17.
I.3 Determine scope of SMCWPPP efforts in supporting educating member agency elected officials, and implement support.		
I.3.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Discuss with TAC during May 2017 TAC Meetings.
I.3.2 Implement support of education of member agency elected officials.	On-going support of member agency efforts. Implementation of countywide efforts.	Begin in 4 th quarter of FY 16-17.

J. Report on Green Infrastructure Planning Efforts

This work covers the needs of Provision C.3.j.i.(5) of the MRP: *(5) Report on Green Infrastructure Planning*; and several other provisions and related GIP Workplan elements discussed earlier in this outline.

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As part of the Workplan, a number of tasks associated with the development of this Plan Element have been identified. These are summarized in the table below.

TABLE J – Tasks for Reporting on GI Planning Efforts

Task	SMCWPPP Support	Timeframe
J.1 Each Permittee shall submit documentation in the 2017 Annual Report that its framework or workplan for development of its Green Infrastructure Plan was approved by its governing body, mayor, city manager, or county manager.	Support per member agency request.	Complete GIP Workplans by June 30, 2017 and submit as part of 2017 Annual Report by September 30, 2017.
J.2 Each Permittee shall submit its completed Green Infrastructure Plan with the 2019 Annual Report.	Support per member agency request.	Complete by June 30, 2019, and submit by September 30, 2019 as part of 2019 Annual Report.
J.3 Each Permittee shall submit documentation of its legal mechanisms to ensure implementation of its Green Infrastructure Plan with the 2019 Annual Report. [related to Provision C.3.j.i.(3), see section H above.]	Support per member agency request.	Complete by June 30, 2019, and submit as part of 2019 Annual Report by September 30, 2019.
J.4 Each Permittee shall submit a summary of its outreach and education efforts in each Annual Report.	Support per member agency request.	Complete and submit by September 30 th of each permit term year: 2016 through 2020.