**Check List: Water Pollution Control Plan for Demolition Activities**

**City Inspectors’ Checklist for Sites Utilizing a WPCP**

Inspector’s CHECKLists

1. WPCP Review Checklist

2. Site Inspection Checklist

[WPCP Review Checklist](#_Toc358012542)

1. Project information
	1. PROJECT LOCATION
	2. PROJECT DESCRIPTION
	3. PROJECT SIZE
	4. DEMOLITION SCHEDULE
	5. SITE PRIORITY
	6. SITE FEATURES, DEMOLITION ACTIVITIES, AND ASSOCIATED POTENTIAL POLLUTANTS
	7. Responsibility for WPCP development and Implementation AVAILABILITY
	8. Amendments
	9. Non-storm Water Discharges
	10. site map development
2. **Best Management Practices**
	1. Erosion Control
		1. PHYSICAL STABILIZATION
		2. VEGETATION STABILIZATION
	2. Sediment Control
		1. PERIMETER CONTROL
		2. RESOURCE PROTECTION
		3. SEDIMENT CAPTURE
		4. OFF-SITE SEDIMENT TRACKING
	3. Run-on and Site Storm Water Management Controls
	4. Materials and Waste Management Controls
		1. SPILL CONTROL
		2. WASTE MANAGEMENT
		3. MATERIAL STORAGE AND HANDLING
		4. VEHICLE AND EQUIPMENT MANAGEMENT
	5. Non-storm Water Management Controls
	6. Particulate and Dust Control
	7. final stabilization
3. Best Management Practice Maintenance and inspection
	1. BMP Maintenance
	2. BMP Inspections
		1. QUALIFIED CONTACT PERSON
		2. SELF-INSPECTIONS
		3. RECORDKEEPING AND REPORTS

Site Inspection Checklist

1. BEST MANAGEMENT PRACTICES
	1. EROSION CONTROL
		1. PHYSICAL STABILIZATION
		2. VEGETATION STABILIZATION
	2. SEDIMENT CONTROL
		1. PERIMETER CONTROL
		2. RESOURCE PROTECTION
		3. SEDIMENT CAPTURE
		4. OFF-SITE SEDIMENT TRACKING
	3. Run-on and Site Storm Water Management Controls
	4. Materials and Waste Management Controls
		1. SPILL CONTROL
		2. WASTE MANAGEMENT
		3. MATERIAL STORAGE AND HANDLING
		4. VEHICLE AND EQUIPMENT MANAGEMENT
	5. Non-storm Water Management Controls
	6. Particulate and Dust Control
	7. final stabilization
2. Best Management Practice Maintenance and inspection
	1. BMP Maintenance
	2. BMP Inspections

Table 6: Determination of Site Features, Activities, and Potential Pollutants

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Site Feature Question** | **No** | **Yes** | **If *Yes*, Select BMPs from Table:** | **Potential Pollutant Sources (add, if not listed)** |
| 1 | Is there run-on to the site from surrounding areas? | [ ]  | [ ]  | 14 | Not applicable |
| 2 | Are storm drain inlets located within the project boundary and/or will the site discharge storm water to nearby storm drain inlets? | [ ]  | [ ]  | 12 and 14 | Not applicable |
| 3 | Will concentrated flows and/or large accumulations of water occur on-site? | [ ]  | [ ]  | 14 | Not applicable |
| 4 | Is the site adjacent to a waterway or sensitive habitat (i.e., wetland, vernal pool, etc.)? Note: additional permitting may be required. | [ ]  | [ ]  | 11 | Not applicable |
| 5 | Is the site likely to discharge to impaired or sensitive water bodies (tributary to a Clean Water Act Section 303[d]-listed/impaired water body segments), adjacent to or discharging directly to coastal lagoons, or other receiving waters in Environmentally Sensitive Areas (as defined in Attachment C of the San Diego Municipal Storm Water Permit, Order No R9-2013-0001)? | [ ]  | [ ]  | See *Storm Water Standards* | Not applicable |
| 6 | Will the site have exposed/disturbed slopes greater than 5 percent? | [ ]  | [ ]  | 7, 8, 9, 10, and 12 | Sediment |
| 7 | Will there be soil-disturbance activities (grading, stockpiling, trenching, etc.)?  | [ ]  | [ ]  | 7, 8, 9, 10, 12, and 13 | Sediment |
| 9 | Will there be stockpiling (i.e., soil, concrete, solid waste, etc.) for over 24 hours? | [ ]  | [ ]  | 7 and 16 | Stockpiled material, *please specify:* |
| 10 | Will liquid waste be generated from this project? | [ ]  | [ ]  | 15, 16, and 19 | Liquid waste, *please specify:* |
| 11 | Will there be dewatering operations?  | [ ]  | [ ]  | 19 | Dewatering water, *please specify:* |
| 12 | Will there be on-site storage of demolition or site restoration materials such as raw landscaping and soil stabilization materials, treated lumber, rebar, and plated metal fencing materials?  | [ ]  | [ ]  | 17 | Demolition materials, *please specify:* |
| 13 | Will trash or solid wastes (including landscaping wastes) be generated from this project?  | [ ]  | [ ]  | 16 | Solid waste, *please specify:* |
| 14 | Will hazardous materials or wastes, including paint, be stored or handled on-site? | [ ]  | [ ]  | 16 | Hazardous material, *please specify:* |
| 15 | Will equipment and/or vehicles be stored, fueled, maintained, or washed on- site? | [ ]  | [ ]  | 15, 18, and 19 | Engine fluids, fuels, oil, grease, wash water |
| 16 | Will portable sanitary facilities (“Porta-potties”) be used on the site? | [ ]  | [ ]  | 15 and 16 | Sanitary waste |
| 17 | Are underlying soils potentially contaminated? | [ ]  | [ ]  | 16 | Contaminated soil |
| 18 | Will dust or particulates be generated from this project? | [ ]  | [ ]  | 20 | Sediment, particulate demolition materials, *please specify:* |
| 19 | Other activities will be performed that are not described above? | [ ]  | [ ]  | Select applicable BMPs from Tables 7–20 | *Please specify:* |
| 20 | Final stabilization of the site is required.  | - | [ ]  | 21 | Not applicable |

Table 7: General Erosion Control BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Scheduling/Phasing Construction**  | EC-1 | SS-1 | [ ]  |
| **Minimize Slope Length and Gradient** | - | - | [ ]  |
| **Manage Soil Stockpiles** | WM-3 | WM-3 | [ ]  |

Table 8: Physical Stabilization BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Erosion Control Blankets and** **Turf Reinforced Mats** | EC-7 | SS-7 | [ ]  |
| **Hydraulic Mulch and** **Bonded Fiber Matrix**  | EC-3, EC-5 | SS-3 | [ ]  |
| **Soil Binders**  | EC-5 | SS-5 | [ ]  |
| **Mulch**  | EC-6, EC-8, EC-14 | SS-6, SS-8 | [ ]  |
| **Compost Blankets** | EC-14 | - | [ ]  |
| **Soil Roughening** | EC-15 | - | [ ]  |
| **Topsoil Reapplication**  | - | - | [ ]  |
| **Permanent Stabilization (i.e., retaining walls, rock gabions, rock riprap, etc.)** | - | - | [ ]  |
| **Other Material (to be approved by the City)** | EC-16 | - | [ ]  |

Table 9: Vegetation Stabilization BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Preserve Existing Vegetation** | EC-2 | SS-2 | [ ]  |
| **Establish Vegetation/Permanent Landscaping** | EC-4 | SS-4 | [ ]  |
| **Streambank Stabilization** | EC-12 | SS-12 | [ ]  |

Table 10: Perimeter Control BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
|  **Silt Fencing**  | SE-1 | SC-10 | [ ]  |
|  **Gravel Bag Barriers**  | SE-6 | SC-6 | [ ]  |
|  **Fiber Rolls or Straw Wattles** | SE-5 | SC-5 | [ ]  |
|  **Compost Socks and Berms** | SE-13 | - | [ ]  |

Table 11: Resource Protection BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Linear Protection**  | SE-1, SE-6, SE-5, SE-13 | SC-10, SC-6, SC-5 | [ ]  |
| **Preserve Natural Hydraulic Features and Riparian Area Buffers** | - | - | [ ]  |
| **Demolition Adjacent to Water** | NS-15 | NS-15 | [ ]  |
| **Temporary Stream Crossing** | NS-4 | - | [ ]  |

**Table 12: Sediment Capture BMPs**

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Storm Drain Inlet Protection**  | SE-10 | SC-10 | [ ]  |
| **Sediment Trap**  | SE-3 | SC-3 | [ ]  |
| **Sedimentation Basin** | SE-2 | SC-2 | [ ]  |
| **Active Treatment System**  | SE-11 | - | [ ]  |

Table 13: Off-Site Sediment Tracking BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Construction Entrance/Exit Stabilization**  | TC-1 | TC-1 | [ ]   |
| **Construction Road Stabilization** | TC-2 | - | [ ]   |
| **Tire Wash** | TC-3 | TC-3 | [ ]   |
| **Street Sweeping and Vacuuming** | SE-7 | SC-7 | [ ]   |

**Table 14: Run-On and Site Storm Water Management BMPs**

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Divert Run-on from Surrounding Areas** | EC-9, SE-5, SE-6, SE-13 | SC-5, SS-9, SC-6, NS-5 | [ ]  |
| **Check Dams**  | SE-4 | SC-4 | [ ]  |
| **Slope Drains and/or Stabilized Drainage Swales** | EC-9, EC-11 | SS-9, SS-11 | [ ]  |
| **Outlet Protection** | EC-10 | SS-10 | [ ]  |

Table 15: Spill Control BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Spill Prevention and Control** | WM-4 | WM-4 | [ ]  |
| **Reporting Significant Spills** | - | - | [ ]  |

Table 16: Waste Management BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Solid Waste Management**  | WM-5 | WM-5 | [ ]  |
| **Liquid Waste Management**  | WM-10 | WM-10 | [ ]  |
| **Contaminated Soil Management** | WM-7 | WM-7 | [ ]  |
| **Sanitary Waste Management** | WM-9 | WM-9 | [ ]  |
| **Concrete Waste Management** | WM-8 | WM-8 | [ ]  |
| **Hazardous Waste Management**  | WM-6 | WM-6 | [ ]  |
| **Stockpiled Waste Management** | WM-3 | WM-3 | [ ]  |

Table 17: Material Storage and Handling BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Material Storage**  | WM-1 | WM-1 | [ ]  |
| **Material Handling** | WM-2 | WM-1 | [ ]  |
| **Grinding Operations** | NS-3 | NS-3 | [ ]  |

**Table 18: Vehicle and Equipment Management BMPs**

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Vehicle and Equipment Fueling** | NS-9 | NS-9 | [ ]  |
| **Vehicle and Equipment Maintenance**  | NS-10 | NS-10 | [ ]  |

Table 19: Non-Storm Water Management BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check at least one BMP**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Illicit Connection/Discharge Control** | NS-6 | NS-6 | [ ]  |
| **Potable Water/Irrigation**  | NS-7 | NS-7 | [ ]  |
| **Vehicle and Equipment/Cleaning**  | NS-8 | NS-8 | [ ]  |
| **Dewatering Operations**  | NS-2 | NS-2 | [ ]  |

Table 20: Particulate and Dust Control BMPs

|  |  |  |
| --- | --- | --- |
| **Best Management Practices** | **References** | **Check BMP, if applicable**  |
| **CASQA BMP** | **Caltrans BMP** |
| **Wind Erosion Control** | WE-1 | WE-1 | [ ]  |

Table 21: Final Stabilization BMP

|  |  |
| --- | --- |
| **Best Management Practices** | **Check only one BMP** |
|
| 70% final cover method | [ ]  |
| Revised Universal Soil Loss Equation (RUSLE) or RUSLE2 method | [ ]  |
| Custom method that demonstrates in other manner not listed in this table that site complies with the final stabilization requirement. | [ ]  |

Table 22: BMP Maintenance Requirements

|  |  |
| --- | --- |
| **Best Management Practices** | **Maintenance Requirements** |
| **Scheduling/Phasing Demolition**  | Periodically review schedule to determine if activity during the rainy season can be minimized. |
| **Minimize Slope Length and Gradient** | Not applicable. |
| **Manage Soil Stockpiles** | Replace compromised covers and berms. Ensure stockpiled material is within the bermed area. Store ample supplies of cover material and fiber rolls on site.  |
| **Erosion Control Blankets and** **Turf Reinforced Mats** | Replace compromised blankets and mats. Ensure good soil contact. |
| **Hydraulic Mulch and** **Bonded Fiber Matrix**  | Reapply if signs of erosion are observed. |
| **Soil Binders**  | Reapply if signs of erosion are observed. |
| **Mulch**  | Reapply where soil is exposed. |
| **Compost Blankets** | Reapply where soil is exposed. |
| **Soil Roughening** | Not applicable. |
| **Topsoil Reapplication**  | Not applicable. |
| **Permanent Stabilization (i.e., retaining walls, rock gabions, rock riprap, etc.)** | Remove accumulated sediment and debris. |
| **Other Material (to be approved by the City)** | Remove accumulated sediment and debris. |
| **Preserve Existing Vegetation** | Ensure protected vegetation is clearly marked. |
| **Establish Vegetation** | Reapply seed or replant stock if vegetation does not establish. |
| **Silt Fencing**  | Replace compromised silt fence. Ensure fence is trenched and backfilled. Removed sediment accumulated to 1/3 the fence height. |
| **Gravel Bag Barriers**  | Replace every 2-3 months as bags degrade. Remove sediment accumulated to 1/3 the bag height. |
| **Fiber Rolls or Straw Wattles** | Replace compromised rolls. Ensure rolls are trenched in and backfilled. Remove sediment accumulated to 1/3 the roll height. |
| **Compost Socks and Berms** | Replace compromised socks. Remove sediment accumulated to 1/3 the sock height. |
| **Linear Protection**  | See applicable BMPs. |
| **Preserve Natural Hydraulic Features and Riparian Area Buffers** | Not applicable. |
| **Demolition Adjacent to Water** | Empty debris-catching devices daily. Ensure collected debris is stored away from the watercourse. |
| **Temporary Stream Crossing** | Repair if signs of erosion are observed. Replace displaced aggregate from culvert inlets and outlets. |

Table 22: BMP Maintenance Requirements (continued)

|  |  |
| --- | --- |
| **Storm Drain Inlet Protection**  | Repair compromised protection. Remove accumulated sediment and debris. |
| **Sediment Trap**  | Corrective measures should be taken if the BMP does not dewater completely in 96 hours or less to prevent vector production. Repair if trap is compromised or signs of erosion are noted at the outlet. Remove accumulated sediment when it reaches 1/3 capacity. |
| **Sedimentation Basin** | Corrective measures should be taken if the BMP does not dewater completely in 96 hours or less to prevent vector production. Repair if trap is compromised or signs of erosion are noted at the outlet. Remove accumulated sediment when it reaches 1/3 capacity. |
| **Active Treatment System**  | See manufacturer's recommendations and CASQA guidance. |
| **Site Entrance/Exit Stabilization**  | Install prior to demolition start; replace gravel when surface voids are visible; remove post-construction. |
| **Site Road Stabilization** | Install prior to demolition start; replace gravel when surface voids are visible; remove post-construction. |
| **Tire Wash** | Remove accumulated sediment to maintain system performance. Ensure non-storm water discharges are not occurring. |
| **Street Sweeping and Vacuuming** | Implement as soon as possible upon sediment deposition. |
| **Divert Run-on from Surrounding Areas** | Ensure that diversions are effective. |
| **Check Dams**  | Remove accumulated sediment and debris when it reaches 1/3 the height of the dam. |
| **Slope Drains and/or Stabilized Drainage Swales** | Replace/repair if visible signs of erosion are observed. |
| **Outlet Protection** | Remove accumulated sediment and debris when observed in protection devices. |
| **Spill Prevention and Control** | Ensure that ample supplies of spill cleanup materials are stored onsite and within vehicles and equipment. |
| **Reporting Significant Spills** | Ensure that on-site staff receives spill cleanup and reporting training. |
| **Solid Waste Management**  | Arrange for waste collection as necessary; remove deposited solids in containment areas and collection devices; inspect and repair containment areas and capturing devices. |
| **Liquid Waste Management**  | Arrange for waste collection as necessary; remove liquid wastes containment areas and collection devices; inspect and repair containment areas and capturing devices. |
| **Contaminated Soil Management** | Ensure that contaminated soil stored on-site is covered and bermed at all times and does not have the potential to contact storm water or groundwater. |
| **Sanitary Waste Management** | Coordinate with a local contractor for frequent inspection and maintenance. |

Table 22: BMP Maintenance Requirements (continued)

|  |  |
| --- | --- |
| **Best Management Practices** | **Maintenance Requirements** |
| **Concrete Waste Management** | Ensure adequate freeboard prior to rain events. Remove accumulated waste when 1/3 capacity. |
| **Hazardous Waste Management**  | Keep storage areas clean and organized; store ample cleanup supplies on site; control storage area perimeter; repair containment structures, covers, and liners as necessary. |
| **Stockpiled Waste Management** | Ensure that stockpiled waste is covered and bermed at all times, unless actively using. |
| **Material Storage** **and Handling** | Store ample supplies of spill cleanup materials onsite; clean and organize storage areas; repair perimeter controls, containment structures, covers, and liners; spot check materials use throughout the demolition period to ensure proper practices are utilized. |
| **Vehicle and Equipment Fueling** | Resupply on-site spill cleanup materials; clean up spills, properly dispose of contaminated soil and clean up materials. |
| **Vehicle and Equipment Maintenance**  | Inspect vehicles and equipment for leaks; if possible, prohibit washing vehicles on-site; ensure equipment wash water discharges to the sanitary sewer. |
| **Illicit Connection/Discharge Control** | Prohibit staff and subcontractors from disposing of debris on site; notify owner/operator of illicit connections or discharge incidents immediately. |
| **Potable Water/Irrigation**  | Repair broken lines and correct irrigation overspray as soon as possible. |
| **Grinding Operations** | Inspect storm drains near paving to ensure their cover. |
| **Dewatering Operations**  | Ensure dewatering is not causing erosion, discharges do not contain pollutants, and activities are continuously monitored. |