



**Central Coast Regional Water Quality Control Board  
STORM AND SPILL RELATED REPORTING REQUIREMENTS  
FOR  
WASTEWATER TREATMENT FACILITIES AND SANITARY SEWER COLLECTION  
SYSTEMS**

**1. Purpose and How to Use This Document**

- 1.1. This document summarizes storm and spill related reporting obligations for wastewater treatment facilities and sanitary sewer collection systems regulated by the Central Coast Regional Water Quality Control Board (Central Coast Water Board). It is intended to help dischargers quickly determine who must be notified, when notification is required, and what information must be submitted, depending on the type of incident. This summary is not exhaustive and does not replace or supersede the reporting, monitoring, and compliance requirements contained in applicable permits, orders, or regulations.

**2. Quick Reporting Summary (At-a-Glance)**

- 2.1. Sewage spills or threatened containment failures  $\geq$ 1,000 gallons must be reported immediately to Cal OES and the Central Coast Water Board (see Section 3).
- 2.2. If your wastewater treatment facility is out of permit compliance due to storms, flooding, spills, or operational failures, you must submit a written report as described in your wastewater permit (see Section 4).
- 2.3. Collection system spills must be reported in accordance with 2022-0103-DWQ General Order for Sanitary Sewer Systems and report spills to CIWQS. (See Section 6)

**3. Immediate Notification Requirements for Sewage Spills and Containment Failures**

**3.1. Cal OES Notification**

- 3.1.1. State law requires that any unauthorized discharge of sewage exceeding 1,000 gallons, as defined in 23 CCR section 2250(b), be reported to the California Office of Emergency Services (Cal OES) immediately. This requirement applies to:

- 3.1.1.1. Collection system spills
  - 3.1.1.2. Wastewater treatment plant spills

3.1.1.3. Threatened sewage containment failures

3.1.2. **Cal OES Contact:** (800) 852-7550

Refer to the *Cal OES Reporting Sewage Release Fact Sheet* for additional guidance: [CalOES Reporting Sewage Release Fact Sheet](#).

**3.2. Central Coast Water Board Notification**

3.2.1. For a sewage spill exceeding 1,000 gallons, you must also immediately notify Central Coast Water Board staff:

3.2.1.1. Phone: **(805) 549-3891**

3.2.1.2. Email at [rb3-wdr@waterboards.ca.gov](mailto:rb3-wdr@waterboards.ca.gov)

3.2.1.3. If there are surface water impacts, please notify the State Water Board's Emergency Management Program ([ORPP-EMP@Waterboards.ca.gov](mailto:ORPP-EMP@Waterboards.ca.gov)) in addition to the Central Coast Water Board staff.

3.2.2. Following immediate notification, written reporting is required as described in Sections 4 and 5.

**4. Wastewater Treatment Plant Noncompliance or Spill Reporting**

This section applies when a wastewater treatment facility is out of compliance due to flooding, spills, bypasses, upsets, or other storm-related impacts.

**4.1. Facilities Enrolled Under General Permit 2014-0153-DWQ (*Small Domestic Wastewater Treatment Systems <100,000 gpd*)**

4.1.1. Facilities enrolled under this permit must notify the Central Coast Water Board when they do not comply, or will be unable to comply, with:

4.1.1.1. Effluent quality limits

4.1.1.2. Pond freeboard requirements

4.1.1.3. Flow rate limitations

4.1.1.4. Title 22 engineering report requirements

4.1.1.5. Bypass, overflow, or containment failure provisions

4.1.2. Notification must occur as soon as the discharger becomes aware of the noncompliance or potential noncompliance and must be confirmed in writing within 10 days.

#### **4.2. Facilities Enrolled Under General Permit R3-2020-0020 or Individual Permits (*Domestic Wastewater Systems >100,000 gpd*)**

4.2.1. These facilities must comply with the Standard Provisions and Reporting Requirements for Waste Discharge Requirements<sup>1</sup>, which require submittal of a report to the Central Coast Water Board **within five days** of becoming aware of any noncompliance that may endanger human health or the environment. Examples include<sup>2</sup>:

- 4.2.1.1. Discharge prohibition violations
- 4.2.1.2. Upsets, overflows, or bypasses
- 4.2.1.3. Storm- or flood-related operational failures

#### **5. Written Notification Requirements**

5.1. Written reports submitted to the Central Coast Water Board should include, as applicable:

- 5.1.1. Description and cause of the noncompliance
- 5.1.2. Specific facility location where the upset, overflow, or bypass occurred
- 5.1.3. Estimated volume of the discharge
- 5.1.4. Period and duration of noncompliance
- 5.1.5. Identification of affected facility components
- 5.1.6. Description of components that failed or are not functioning
- 5.1.7. Summary of affected surface waters, influent flows, storage capacity, and pond freeboard
- 5.1.8. Power outage information and generator use
- 5.1.9. Photographs documenting conditions during and/or after the event
- 5.1.10. Immediate response actions taken
- 5.1.11. Short-term corrective measures
- 5.1.12. Long-term measures to prevent recurrence, including schedules if additional time is needed

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<sup>1</sup>The December 5, 2013 Standard Provisions can be found at:

[https://www.waterboards.ca.gov/centralcoast/board\\_decisions/docs/wdr\\_standard\\_provisions\\_2013.pdf](https://www.waterboards.ca.gov/centralcoast/board_decisions/docs/wdr_standard_provisions_2013.pdf)

<sup>2</sup> Standard Provisions and Reporting Requirements, Section C, General Reporting Requirements, Item 3

## 5.2. Signatory Requirements

- 5.2.1. Written notifications **must be signed**<sup>3</sup> by one of the following:
  - 5.2.1.1. For a private residence: by the property owner of the residence.
  - 5.2.1.2. For a corporation: by a principal executive officer of at least the level of vice president.
  - 5.2.1.3. For a partnership or sole proprietorship: by a general partner or the proprietor, respectively.
  - 5.2.1.4. For a municipality, state, federal, or other public agency: by either a principal executive officer or ranking elected or appointed official.
  - 5.2.1.5. A duly authorized representative of a person described above, if properly designated in writing<sup>4</sup>.

- 5.2.2. Any person signing a report makes the following certification, whether it is expressed or implied:

*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 ensure 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 of submitting false information, including the possibility of fine and imprisonment for knowing violations.*

## 5.3. Submittal Method

- 5.3.1. Signed reports should be submitted in PDF format via e-mail to: [rb3-wdr@waterboards.ca.gov](mailto:rb3-wdr@waterboards.ca.gov) and uploaded to the respective facility GeoTracker account.

# 6. Collection System Spill Reporting

- 6.1. Spills originating from sanitary sewer collection systems require:

- 6.1.1. Immediate notification to Cal OES (see Section 3)

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<sup>3</sup> General Permit Order 2014-0153, Section 3, Item C: General Reporting Requirements and Standard Provisions and Reporting Requirements, Section C – General Reporting Requirements, Item 14 and 15

<sup>4</sup> A written authorization must be submitted or already on file with the Central Coast Water Board. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity, such as the position of plant manager, operator of a waste management unit, superintendent, or position of equivalent responsibility (A duly authorized representative may thus be either a named individual or any individual occupying a named position.).

- 6.1.2. Reporting in CIWQS in accordance with Water Quality Order DWQ 2022-0103-DWQ, Sanitary Sewer Systems General Order
- 6.2. Additional information is available on the State Water Board's Sanitary Sewer Overflow Program webpage.

## **7. Spill Prevention and Emergency Response Planning**

- 7.1. All wastewater treatment facilities are required to maintain a Spill Prevention and Emergency Response Plan that describes<sup>5</sup>:
  - 7.1.1. Operation and maintenance activities to prevent accidental releases
  - 7.1.2. Emergency response procedures to minimize environmental impacts
- 7.2. Facilities may contact Central Coast Water Board staff for questions or example plans.

## **8. Central Coast Water Board Staff Contact Information**

For assistance, please contact Central Coast Water Board staff.

- Santa Cruz County, San Benito County, and Santa Clara County:
  - Danial Woldearegay, [Danial.Woldearegay@waterboards.ca.gov](mailto:Danial.Woldearegay@waterboards.ca.gov)
  - Lauren Sipich, [Lauren.Sipich@Waterboards.ca.gov](mailto:Lauren.Sipich@Waterboards.ca.gov)
- Monterey County:
  - Kathy Truong, [Kathy.Truong-krebs@waterboards.ca.gov](mailto:Kathy.Truong-krebs@waterboards.ca.gov)
  - Rachel Hohn, [Rachel.Hohn@waterboards.ca.gov](mailto:Rachel.Hohn@waterboards.ca.gov)
- San Luis Obispo County:
  - Julie Avanto, [Julie.Avanto@waterboards.ca.gov](mailto:Julie.Avanto@waterboards.ca.gov)
  - Lauren Sipich, [Lauren.Sipich@Waterboards.ca.gov](mailto:Lauren.Sipich@Waterboards.ca.gov)
- Santa Barbara County and Ventura County:
  - Cecile Blancarte, [Cecile.Blancarte@waterboards.ca.gov](mailto:Cecile.Blancarte@waterboards.ca.gov)
- Wineries:
  - Ismael Haile, [Ismael.Haile@waterboards.ca.gov](mailto:Ismael.Haile@waterboards.ca.gov)
- Indirect Potable Reuse Facilities:
  - Kristina Olmos, [Kristina.Olmos@waterboards.ca.gov](mailto:Kristina.Olmos@waterboards.ca.gov)

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<sup>5</sup> See 2014-0153 permit, section E, Item 1: Technical Report Preparation Requirements or RB3-2020-0020 permit, section VI, Item 2: Technical Report Requirements

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