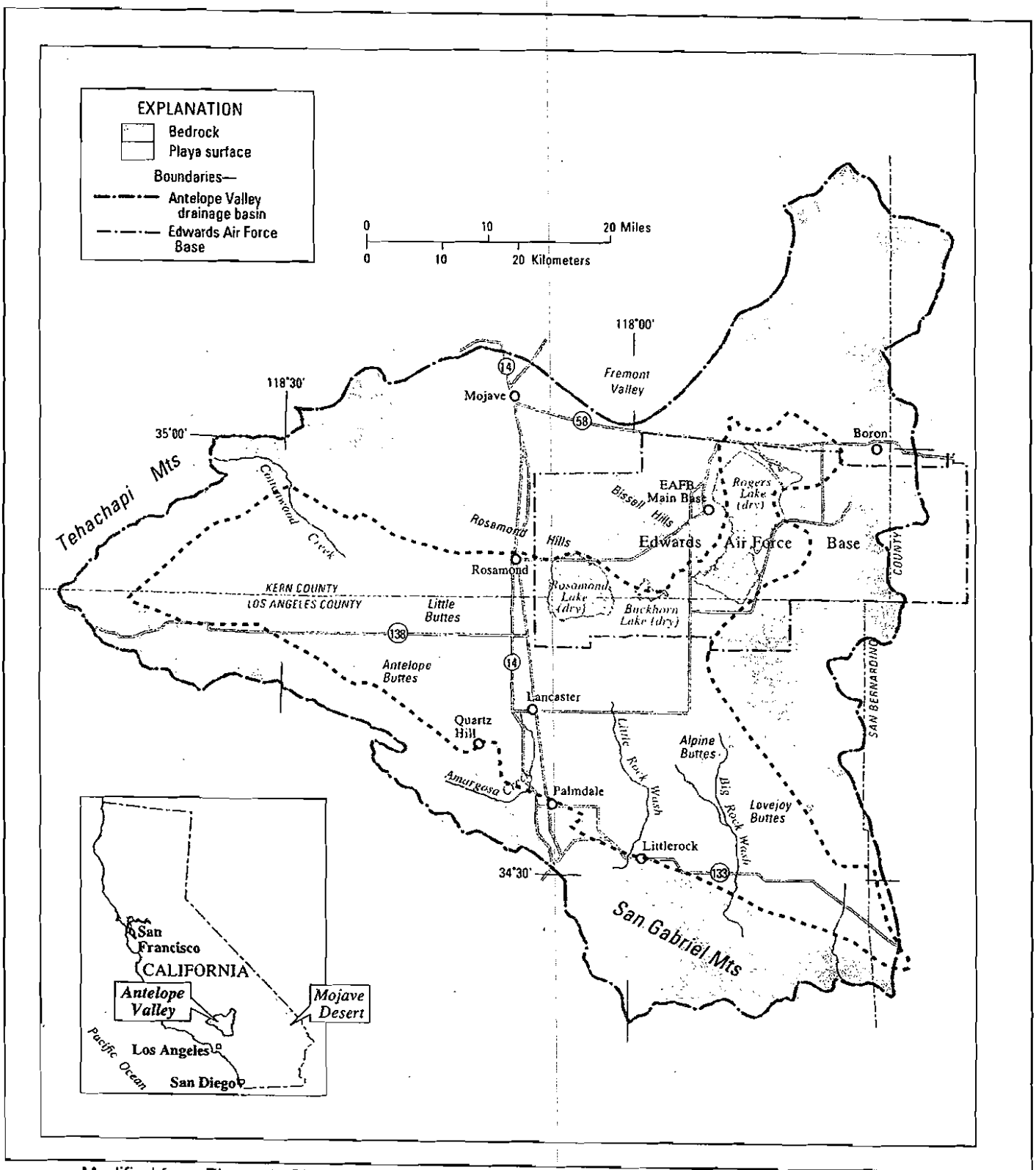
ATTACHMENT A
General Location Map

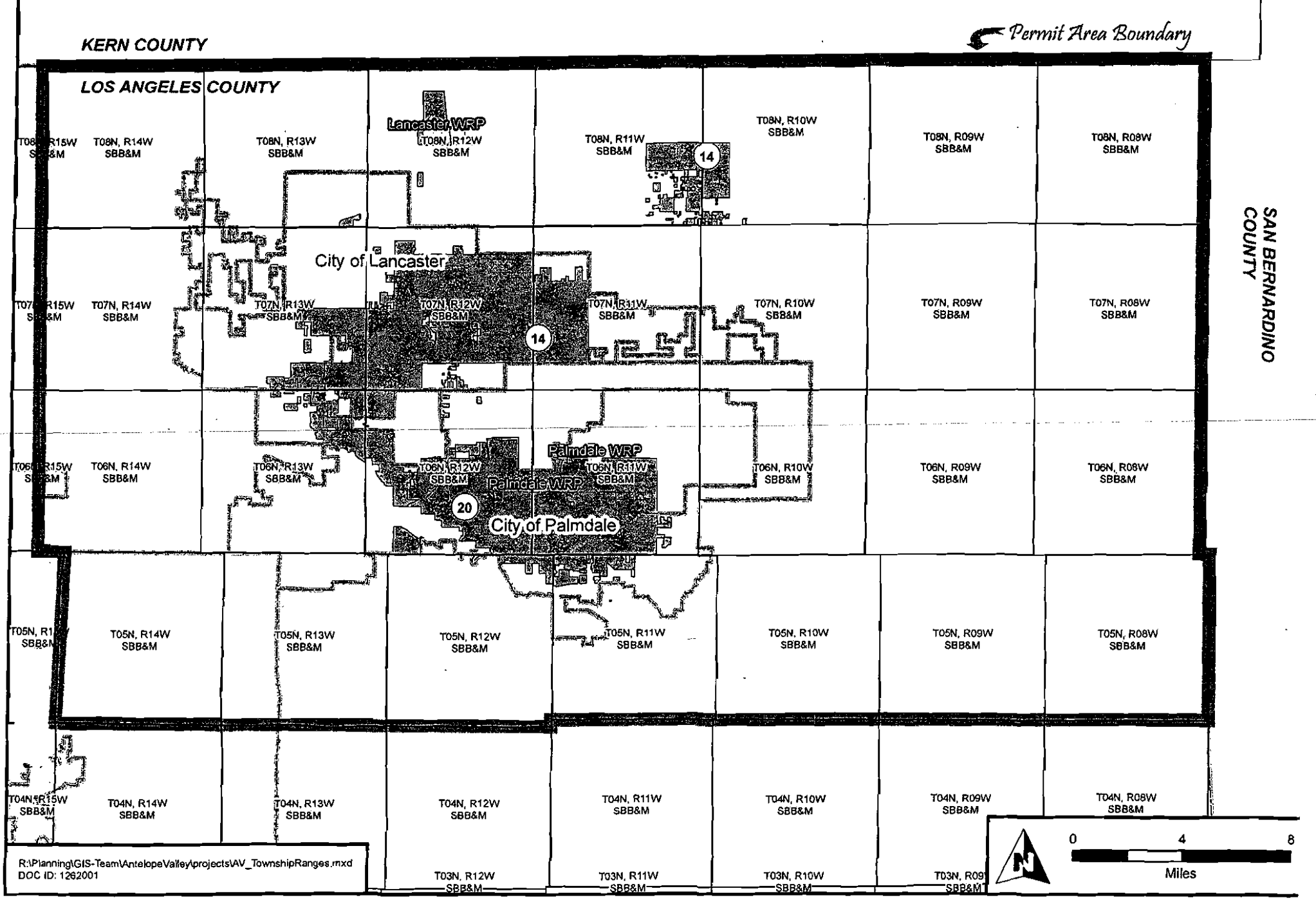
ATTACHMENT A
General Location Map



Modified from Figure 1, *Simulation of Groundwater Flow and Land Subsidence, Antelope Valley Ground-Water Basin*, USGS, 2003

ATTACHMENT B
Permit Area Map

ANTELOPE VALLEY: LOS ANGELES COUNTY SANITATION DISTRICTS NO. 14 AND 20



ATTACHMENT C
District Recycled Water Program

1. Requirements for Recycled Water Users
2. Recycled Water Use Site inspection Program
3. Reuse Site Inspection Report
4. Enforcement Response Plan

REQUIREMENTS FOR RECYCLED WATER USERS

Requirements for Recycled Water Users
County Sanitation Districts of Los Angeles County
District Nos. 14 and 20

1. Introduction

These Requirements for Recycled Water Users (Requirements) establish regulations pursuant to California Water Code (Water Code) section 13523.1(b), and permits issued to the County Sanitation Districts of Los Angeles County (Districts) by the California Regional Water Quality Control Board, Lahontan Region (LRWQCB). These permits include waste discharge requirements (WDRs) issued pursuant to Water Code section 13263, water reclamation requirements (WRRs) issued pursuant to Water Code section 13523, or a master reclamation permit (Master Permit) issued pursuant to Water Code section 13523.1. The Requirements are in conformance with ordinances adopted by County Sanitation District No. 14 of Los Angeles County and by County Sanitation District No. 20 of Los Angeles County (Ordinances).

2. Background

Water Code section 13523.1(a) authorizes the issuance of Master Permits to suppliers or distributors, or both, of recycled water in lieu of issuing individual water reclamation requirements to each recycled water user. Water Code section 13523.1(b) sets forth the requirements for Master Permits issued by the Regional Water Quality Control Boards (RWQCBs), including a condition that the permittee establish and enforce rules or regulations for recycled water users governing the design and construction of recycled water use facilities and the use of recycled water, in accordance with the uniform Statewide Reclamation Criteria established pursuant to Water Code section 13521.

A Master Permit has been adopted by the LRWQCB for the Lancaster Water Reclamation Plant (WRP). Should the LRWQCB issue individual WDRs or WRRs to the Districts for the use of tertiary recycled water for non-potable reuse applications from the Lancaster WRP or Palmdale WRP, it is the Districts' intent that the Requirements established herein will apply to those uses. These Requirements may be updated, as necessary, to comply with revisions to this permit or applicable laws and regulations.

3. Findings

The Requirements are in conformance with the following:

- Provisions established by the WDRs, WRRs, or Master Permits issued by the LRWQCB to the Districts.
- Applicable portions of the Water Code, including Water Code section 13523.1.
- Applicable portions of the Health and Safety Code.
- California Code of Regulations (CCR), Title 22, Division 4, Chapter 3, Uniform Statewide Reclamation Criteria.
- CCR, Title 17, Division 1, Chapter 5, Subchapter 1, Group 4, Article 1 & 2.
- Regulations established by the County of Los Angeles Department of Public Health (LACDPH) for the use of recycled water.

The Requirements are consistent with the following:

- The Guidelines for the *Preparation of an Engineering Report for the Production, Distribution and Use of Recycled Water,* California State Department of Public Health (CDPH).

- Any measures that are deemed necessary for protection of public health, such as the American Water Works Association (AWWA) California/Nevada section, *Guidelines for the Distribution of Non-Potable Water* and *Guidelines for the On-Site Retrofit of Facilities Using Disinfected Tertiary Recycled Water* or alternate measures that are acceptable to CDPH.
- Relevant user manuals such as the Los Angeles County Recycled Water Advisory Committee's, 2005, *Recycled Water User Manual.*
- Relevant guidance issued by LACDPH for the use of recycled water.

4. Definitions that Apply to these Requirements

4.1. Authorized Recycled Water Use Site (Site) is a site authorized for use of recycled water; the uses of recycled water and the site location must comply with Permits as issued by the LRWQCB to the Districts.

4.2. Direct User is any person to whom the Districts directly distribute recycled water under the Permits issued to the Districts by the LRWQCB.

4.3. Incidental Runoff is any small amount of recycled water that leaves the Site as a result of over-spray or leakage from sprinklers, over watering, breaks in lines, or overflow of impoundments that contain recycled water during storms.

4.4. Master Reclamation Permit (Master Permit) contains requirements established by the LRWQCB for the Districts pursuant to Water Code section 13523.1.

4.5. Permit means any LWRQCB issued WDRs, WRRs, or Master Permit.

4.6. Person is any individual, partnership, corporation, governmental subdivision or unit of a governmental subdivision, or public or private organization or entity of any character.

4.7. Purveyor is any public, private, investor-owned, or other water utility that is legally permitted to distribute water and that obtains recycled water from the Districts for distribution to Users.

4.8. Recycled water is water produced by a municipal water reclamation facility that is suitable for a beneficial use.

4.9. User is any person to whom the Districts distribute recycled water under the Permits issued to the Districts by the LRWQCB, including end users to whom recycled water is conveyed through an intermediate party. User does not include persons who have been independently issued Permits by the LRWQCB.

4.10. User Agreement is a contractual agreement between the User and/or Purveyor and the Districts that establishes the conditions for recycled water service and use.

4.11. Waste Discharge Requirements (WDRs) are requirements established for the Districts by the LRWQCB pursuant to Water Code section 13263.

4.12. Water Recycling Criteria are the criteria established by the CDPH generally dealing with the levels of constituents in recycled water and the means for assurance of reliability under the design concept, which will result in safe recycled water from the standpoint of public health. The criteria are established pursuant to Water Code Section 13521, and are contained in the CCR, Title 22, Division 4, Chapter 3; also referred to as the "Uniform Statewide Reclamation Criteria."

4.13. Water Recycling Requirements (WRRs) are requirements established for the Districts by the LRWQCB pursuant to Water Code section 13523.

5. Requirements for Recycled Water Users

5.1 Effective Date

The effective date of the Requirements is July 1, 2008.

5.2 Applicability

5.2.1 Unless otherwise stated, these Requirements shall apply to any and all Users to whom the Districts distribute tertiary recycled water, either directly or through an intermediate party. These Requirements shall also apply to Purveyors that act as intermediate parties in delivering recycled water to Users. User does not include persons who have been independently issued Permits by the LRWQCB.

5.2.2 These Requirements do not apply to the Districts, when the Districts are both the Purveyor and/or the User, receiving WDRs or WRRs issued by the LRWQCB for the use of tertiary recycled water.

5.3 General Requirements

Use of recycled water must comply with all applicable state laws, regulations, Districts' Permits, and any amendments thereto, the Ordinances, and these Requirements.

5.4 General Prohibitions

5.4.1 Use of recycled water for any purposes other than those explicitly approved in the effective User Agreement is strictly prohibited.

5.4.2 The User shall insure that the treatment, storage, distribution or use of recycled water shall not create a nuisance as defined in Water Code section 13050(m).

5.4.3 The User shall not discharge recycled water from treatment facilities, irrigation holding tanks, storage ponds, or other containment, other than for permitted reuse, except in accordance with other LRWQCB issued Permits, contingency plans authorized by the LRWQCB or for an approved discharge to a municipal sewage treatment system.

5.5 Process to Obtain Permission to Use Recycled Water

5.5.1 Except as provided by the Ordinances, any Direct User or Purveyor who wishes to receive recycled water produced by the Districts must enter into a User Agreement with District No. 14 or No. 20 depending on the location of the reuse project before the use of recycled water can begin. The User Agreement shall include the Districts' terms and conditions for the use of recycled water.

5.5.2 Any Direct User, or Purveyor with a User, who intends to utilize recycled water produced by the Districts for an authorized use at a Site must file a User Application Form (Application) with the Districts and receive approval in writing from the Districts before the use of recycled water can begin for that use and Site.

5.5.3 The Application filed by the Direct User or Purveyor shall include:

.3.1. A detailed description of the proposed Site with:

(a) A map showing the specific boundaries of the proposed Site;

(b) The person or persons responsible for operation and maintenance of the site (O&M Staff), including the person designated as the Site Supervisor and contact information;

(c) Evidence that the O&M Staff and Site Supervisor have received appropriate training from the Districts or an equivalent training program or the date by which training will occur prior to delivery of recycled water such that the Site is operated and maintained in compliance with applicable laws and regulations, the Districts' Permits, and these Requirements;

(d) The specific use to be made of the recycled water at each Site.

.3.2. Design plans and a description of best management practices that show that the quality of waters of the State will be protected (*see* Section 5).

.3.3. Plans and specifications describing:

(a) Proposed piping systems to be used;

(b) Pipe locations for both recycled and potable systems;

(c) Type and location of the outlets and plumbing fixtures that will be accessible to the public;

(d) The methods and devices to be used to prevent backflow of recycled water into the potable water system.

.3.4. The Recycled Water System Operations Manual or the date by which a Recycled Water System Operations Manual will be submitted prior to the delivery of recycled water.

.3.5. Emergency Cross-Connection Response Plan in accordance with the guidelines established by LACDPH or the date by which the Emergency Cross-Connection Response Plan will be submitted prior to delivery of recycled water.

5.5.4 Any User or Purveyor who wishes to receive recycled water produced by the Districts must follow the process presented in Tables 1 and 2 that shows the various agencies involved in the process, documents that must be completed, how documents are routed, etc. Table 1 outlines the process for Direct Users or Purveyors. Table 2 outlines the process for Users receiving water from Purveyors

5.6 Operational Requirements and Best Management Practices

5.6.1 Each User shall designate a Site Supervisor who is responsible for the recycled water system at Site(s) under the User's control. Specific responsibilities of the Site Supervisor include the proper installation, operation and maintenance of the recycled water system; compliance with the Districts' Permits, applicable laws and regulations, local health department guidelines, and these Requirements; prevention of potential hazards; coordination with the cross-connection control program in accordance with CCR, Title 17 and LACDPH or local health department guidelines; preservation of the recycled water system in "as-built" form.

5.6.2 The User's Site Supervisor and O&M staff shall receive appropriate training to assure proper operation of the recycled water facilities, worker protection, and compliance with all applicable laws and regulations, the Districts' Permits, and these Requirements.

5.6.3 The Site Supervisor shall instruct any person at the Site involved with the use of recycled water on its proper use and precautions.

5.6.4 All recycled water facilities and control systems shall be maintained in good working order and operated as efficiently as possible to achieve compliance with all applicable laws and regulations, the Districts' Permits, and these Requirements.

5.6.5 Except as allowed under CCR, Title 17, section 7604, no physical connection shall be made nor shall a connection be allowed to exist between any recycled water system and potable water system.

5.6.6 Cross-connection test shall be performed as necessary to ensure the absolute separation of the recycled water system and potable water system, in accordance with the requirements of LACDPH or local health department.

.6.1. A cross-connection test shall be performed following any significant modifications to the recycled water system or potable water system, construction of new buildings, or any activity that may impact, or has impacted these systems.

.6.2. An initial cross-connection test shall be performed to determine if there are any unknown connections between potable piping and existing piping to be used for recycled water prior to construction or retrofit work.

.6.3. Prior to connection with the recycled water system, a final cross-connection test shall be performed to verify that construction or retrofit work was performed correctly.

.6.4. Cross-connection testing shall be performed by a specialist who has been certified by AWWA or a group with equivalent certification requirements.

5.6.7 The potable water supply shall not be used as a backup or supplemental source of water for a recycled water system unless the connection between the two systems is protected by an air gap separation which complies with the requirements of CCR, Title 17, section 7602, Subdivision (a) and CCR, Title 17, section 7603, Subdivision (a), and that such connection has been approved by CDPH and/or its delegated local agency.

5.6.8 Any backflow prevention device installed to protect the potable water system shall be annually inspected and maintained in accordance with CCR, Title 17, section 7605.

.8.1. Backflow inspections shall be conducted by a person who has demonstrated competency in testing to the User, Purveyor, and/or LACDPH or local health department.

5.6.9 Hose bibs shall not be used in the recycled water system, except in the recycled water system for Sites for which there is restricted public access. Quick couplers that are different from that used on the potable water system may be used.

5.6.10 All recycled water piping and appurtenances in new installations and appurtenances in retrofit installations shall be colored purple or distinctively marked with purple tape in accordance with Health and Safety Code section 116815 and LACDPH or local health department requirements.

5.6.11 All sites shall be designed and operated to prevent direct human consumption of recycled water, or use of recycled water for processing of food or drink intended for human consumption.

.11.1. Where recycled water could potentially be accessed for human consumption, conspicuous signs shall be posted that include the following wording: "RECYCLED WATER – DO NOT DRINK."

.11.2. The prescribed wording included on the sign(s) shall also be translated into Spanish and other appropriate languages.

.11.3. Each sign shall display an international symbol similar to that shown in CCR, Title 22, section 60310, subdivision (g), Figure 60310-A.

.11.4. The sign(s) shall be of a size easily readable by the public; no less than 4 inches high by 8 inches wide.

5.6.12 Irrigation with disinfected tertiary recycled water shall not take place within 50 feet of any domestic water supply well.

5.6.13 Irrigation with disinfected tertiary recycled water shall not take place within 50 feet of any uncovered reservoir or stream currently used as a source of domestic water.

5.6.14 Impoundment of disinfected tertiary recycled water shall not occur within 100 feet of any domestic water supply well.

5.6.15 All recycled water impoundments shall be adequately protected from erosion, washout and flooding from a 24-hour rainfall event having a predicted frequency of once in 100 years.

5.6.16 Vehicles used for distributing recycled water for soil compaction and dust control or other uses shall have an adequate tank and plumbing systems to ensure that leaks and ruptures will not occur in the course of normal use.

.16.1. Control valves shall be provided and configured such that recycled water can be applied in a controlled fashion on the Site and completely retained during transit.

.16.2. Spray heads or nozzles shall be provided and configured such that recycled water is applied to prevent runoff, ponding, or windblown spray conditions.

.16.3. Each tank shall be equipped with an approved air-gap separation between the filler tube and the tank to prevent back-siphonage.

.16.4. Each tank used to store and/or transport recycled water must be flushed and disinfected prior to storage and/or transport of potable water or recycled water of better quality.

.16.5. The vehicles shall be clearly labeled in accordance with the requirements specified in Section 5.6.11.

5.6.17 Sites shall be designed and operated using best management practices (BMPs) to protect waters of the state and prevent public contact with recycled water.

5.6.18 The Sites shall be designed and operated using BMPs to prevent recycled water spray, mist, or surface flow from either leaving the Site or reaching:

(a) Any perennial surface waters located adjacent to the Site;

(b) Areas where the public has access (e.g., dwellings, designated outdoor eating areas, or food handling facilities);

(c) Drinking fountains unless specifically protected with a shielding device.

5.6.19 BMPs shall include, but not be limited to:

(a) Use of buffer zones;

(b) Discontinuation of application of recycled water during precipitation events, which are of sufficient magnitude to generate surface flow or significant ponding within the Site;

(c) Use of devices that protect drinking water fountains against contact with recycled water spray, mist, or surface flow;

(d) Irrigation with recycled water during periods of minimal human use of the irrigated area and timing of irrigation to allow an adequate dry-out time before the irrigated area will be used by the public.

5.6.20 Any storage facility or impoundment containing recycled water for reuse applications shall be managed in a manner to control odors, nuisance conditions or vectors such as

mosquitoes. Should such problems develop, a management plan shall be devised and implemented to monitor, correct, and control future occurrences.

5.6.21 Sites shall be designed and operated using BMPs so that application of recycled water occurs at agronomic rates whereby irrigation does not promote downward migration of salts (including nitrates), which could unreasonably affect present and anticipated beneficial uses of water, or result in water quality less than that prescribed in water quality control plans or policies.

.21.1. To demonstrate whether irrigation is at agronomic rates, the User shall provide information to the Districts including a tabular comparison of the volume of water required for plant growth in the landscape area to the volume of recycled water (and supplemental water) applied to the area.

5.6.22 Fertilizer application shall:

.22.1. Not unreasonably affect present and anticipated beneficial uses of water, or result in water quality less than that prescribed in water quality control plans or policies.

.22.2. Occur at agronomic rates. To demonstrate whether fertilizer application is at agronomic rates, the User shall provide information to the Districts including a tabular comparison of the amount of fertilizer needed for plant growth in the landscape area to the amount applied to the area.

.22.3. Occur if the levels of nitrogen in the recycled water are not sufficient for plant growth. If levels are not sufficient, the Site Supervisor shall calculate how much fertilizer needs to be applied by subtracting the level in recycled water from the level needed for plant growth.

5.6.23 Sites shall be designed and operated using BMPs so that adequate erosion control is implemented so that soil is not released into storm water runoff or surface waters.

5.6.24 Each User shall demonstrate to the Districts the means by which all applicable use area requirements as specified in the Districts' Permits and these Requirements will be complied with.

6. Site Inspections and Site Access

6.1 The Purveyor shall conduct periodic site inspections and prepare a report for each Site inspection pursuant to Section 8.3.

.1.1. Site inspections must be conducted at a minimum once every three (3) years per site or more frequently at the request of the Districts.

.1.2. In the event of identification of violation(s) during site inspections, corrective actions must be taken pursuant to Section 7 and notification shall be provided pursuant to Section 8.3.

6.2 The User shall allow an authorized representative of any of the following agencies the right to enter, inspect the Site, and conduct testing upon presentation of proper credentials: the Districts, LRWQCB, CDPH, and LACDPH or local health department.

6.3 In cooperation with the User or Purveyor, the Districts will make periodic inspections of the Site.

7. Corrective Action

7.1 The Site Supervisor shall immediately initiate corrective action to eliminate violation of any applicable laws or regulations, the Districts' Permits, or these Requirements, and make the appropriate notifications pursuant to Section 8.2.

7.2 The Purveyor or Direct User must verify the corrective action(s) and report to the Districts pursuant to Section 8.2.

7.3 In the event of contamination of a potable water system due to a cross-connection with the recycled water system, the Site Supervisor shall immediately invoke the Emergency Cross-Connection Response Plan and make the appropriate notifications pursuant to Section 8.1.

8. Notification and Reporting

8.1 Public Health, Spills, Unauthorized Discharges

8.1.1 Upon being notified or determining that one of the following events has occurred, the Site Supervisor shall immediately notify the Districts by telephone, and the LRWQCB, CDPH and LACDPH by telephone or electronic means. Written confirmation must be provided to all agencies within three (3) business days from the day of notification.

.1.1. There is a complaint (or other source of information) concerning recycled water use that may involve illness.

.1.2. An unauthorized discharge of more than 50,000 gallons of tertiary recycled water. Information provided shall include: the date and time the spill began and ended; the location of the spill; if the spill entered a storm drain or receiving water; the estimated volume of the spill or flow if the spill is ongoing; the estimated time of repair; the cause of the spill; the agencies involved with repair and clean-up; and corrective actions taken or plans for corrective actions.

.1.3. The potable water system has been contaminated due to a cross-connection with recycled water.

8.1.2 Upon being notified or determining that a spill or other release of recycled water from a Site, other than incidental runoff, including, but not limited to, breaks in the recycled water irrigation or distributions systems has occurred, the Site Supervisor shall immediately notify the Districts by telephone. Information provided shall include: the date and time the spill began and ended; the location of the spill; if the spill entered a storm drain or receiving water; the estimated volume of the spill or flow if the spill is ongoing; the estimated time of repair; the cause of the spill; the agencies involved with repair and clean-up; and corrective actions taken or plans for corrective actions. Written confirmation shall be provided within three (3) business days from the date of notification.

8.2 Non-compliance with Regulations

8.2.1 The Site Supervisor shall notify the Districts by telephone or electronic means upon knowledge of any noncompliance of applicable laws and regulations, the Districts' Permits, and these Requirements. Written confirmation shall be provided within three (3) business days from the date of notification.

8.2.2 The Purveyor or Direct User shall provide written verification to the Districts within ninety (90) days from the date of knowledge of the violation that corrective actions have been implemented.

8.3 Site Inspections

8.3.1 The site inspection report shall be signed and dated by the Site Supervisor and the inspector, and provided to the Districts within thirty (30) days following the end of the quarter in which the inspection was conducted.

8.3.2 The inspector shall immediately notify the Site Supervisor of violation(s) identified during site inspections and what corrective actions must be taken.

8.3.3 The Purveyor or Direct User shall notify the Districts by electronic means at least one (1) week prior to conducting a site inspection.

8.4 Miscellaneous Information

8.4.1 If someone other than the User is responsible for applying the recycled water (e.g., a truck hauler), then the User shall inform them of these Requirements in a written permit or other suitable manner.

8.4.2 The Site Supervisor is required to provide the Districts with an address and phone number(s) where he or she can be contacted at all times. The Site Supervisor is responsible for maintaining current pertinent information regarding the Site and Districts' contacts.

8.4.3 The Districts shall be notified in writing of any proposed changes in the individual designated as the Site Supervisor.

8.4.4 The Districts shall be notified in writing of any planned modifications or additions to the recycled water system. Any proposed significant modifications or additions to the recycled water system shall be reviewed and approved by the Districts before being made.

8.4.5 The User or Purveyor shall provide information as requested by the Districts in order for the Districts to comply with monitoring and reporting requirements issued by the LRWQCB.

9. Record Keeping

9.1 Current as-built drawings and other design plans of the recycled water system and potable water system, and any forms or reports as required by the Districts including, but not limited to, inspection reports, cross-connection tests, etc., shall be maintained by the Site Supervisor or Purveyor.

9.2 A copy of these Requirements, the Districts' Permits, the Emergency Cross-Connection Response Plan, and the Recycled Water System Operations Manual shall be maintained by the Site Supervisor so that they are available to operating personnel at all times.

9.3 For each site, the Site Supervisor or Purveyor must keep operation and maintenance logs that are available to the Districts. The logs shall include information that will be required for compliance with Permit requirements. This information, such as the monthly volumes of recycled water used at each site, dates of inspections and tests, etc, will be specified by the Districts in the approval letter.

Table 1. Process to Obtain Recycled Water for Direct Users or Purveyors

Process	Applicable Documents or Actions Required	Responsible Entity
Step 1 – Consult with Districts and review Recycled Water Users Handbook	Districts' Recycled Water Users Handbook	Direct User or Purveyor
Step 2 - Prepare draft plans and specifications	California Department of Public Health (CDPH) requirements in California Code of Regulations (CCR) Title 17 and 22[1], Los Angeles County Department of Public Health (LACDPH) Guidelines	Direct User or Purveyor
Step 3 - Draft User Agreement or amendment (if site is not covered under existing agreement)	Districts' User Agreement	Districts / Direct User or Purveyor
Step 4 - Approve User Agreement or Amendment	Present Agreement or Amendment to Districts' Board and governing body of Direct User or Purveyor for approval	Districts / Direct User or Purveyor
Step 5 - Submit Application for recycled water use	Districts' User Application Form	Direct User or Purveyor
Step 6 - Identify distribution issues, verify allowed uses, estimate quantity of water and delivery schedule	Verification of information provided in the Application Form. Send conditional approval in writing with caveat that project commencement is contingent upon Direct User or Purveyor receiving all regulatory approvals.	Districts
Step 7 – Complete California Environmental Quality Act (CEQA) Process	Make sure there is proper CEQA documentation for the site	Direct User or Purveyor
Step 8 – Consult with health agencies *(recommended)*	Describe project and show draft plans to CDPH and LACDPH	Direct User or Purveyor
Step 9 – Finalize and submit plans and specifications	Plans and specifications submitted to LACDPH; LACDPH Cross-Connection Plan Approval Application and fee.	Direct User or Purveyor
Step 10 - Provide materials and/or training to User on proper operation of a recycled water system	Districts' Recycled Water Users Handbook to be provided by Districts; training to be provided by Districts and/or Purveyor (or an other equivalent program can be substituted)	Districts or Purveyor
Step 11 – Consult with Lahontan Regional Water Quality Control Board (LRWQCB) *(recommended)*	Describe project and discuss Engineering Report needs	Direct User or Purveyor

[1] http://www.cdph.ca.gov/healthinfo/environhealth/water/Pages/Waterrecycling.aspx.

Table 1. Process to Obtain Recycled Water for Direct Users or Purveyors

Process	Applicable Documents or Actions Required	Responsible Entity
Step 12 – Final plans and specifications	Obtain approval of final plans and specifications from LACDPH	Direct User or Purveyor
Step 13 – Prepare / amend Engineering Report	CDPH *Guidelines for Preparation of an Engineering Report for the Production, Distribution and Use of Recycled Water*[2]; Districts' information on water reclamation plants; Direct User or Direct User or Purveyor completes the Engineering Report; the Districts provide information related to treatment facilities; the report must be prepared and stamped by a professional engineer registered in California.	Direct User or Purveyor and Districts
Step 14 – Submit Engineering Report to CDPH and LRWQCB, with copy to Districts	Completed Engineering Report	Direct User or Purveyor
Step 15 – If applicable, submit revised Engineering Report, with copy to Districts	Revisions/additional information may be requested by CDPH and/or the LRWQCB	Direct User or Purveyor
Step 16 – Authorization of project under existing or new LRWQCB permit	Letter or permit	LRWQCB; possibly CDPH and/or LACDPH
Step 17 – Notify Districts of Final Regulatory Approvals	Direct User or Purveyor sends copy of LRWQCB letter or permit to Districts and any other applicable CDPH or LACDPH documents	Direct User or Purveyor
Step 18 – Pre- and post-construction inspections	Contact LACDPH prior to construction to arrange for site inspections, initial cross-connection and backflow prevention device testing; LACDPH Guidelines and Recycled Water System Inspection Report.	Direct User or Purveyor
Step 19 – Approval of final construction	By LACDPH	Direct User or Purveyor
Step 20 – Begin project implementation		Direct User or Purveyor
Step 21 – Submit revised as-built drawings of recycled water distribution system if necessary	Must be provided to LACDPH and Districts if any modifications have been made to original drawings	Direct User or Purveyor

[2] http://www.cdph.ca.gov/certlic/drinkingwater/Documents/Recharge/ERGUIDE2001.PDF.

Table 2. Process to Obtain Recycled Water for Users Receiving Water From Purveyors

Process	Applicable Documents *or Actions Required*	Responsible Entity
Step 1 – Consult with Purveyor and review Recycled Water Users Handbook	Districts' Recycled Water Users Handbook	User and Purveyor
Step 2 – Prepare draft plans and specifications	California Department of Health Services (CDPH) requirements in California Code of Regulations (CCR) Title 17 and 22[3], Los Angeles County Department of Public Health (LACDPH) Guidelines.	User or Purveyor
Step 3 – Request for recycled water service	Use recycled water Purveyor's application process	User
Step 4 – Draft User Agreement or amendment (if site is not covered under existing agreement)	Districts' User Agreement or Amendment	Districts / Purveyor
Step 5 – Approve User Agreement or Amendment	Present Agreement or Amendment to Districts' Board and governing body of Purveyor for approval	Districts / Purveyor
Step 6 – Submit Application for recycled water use to Districts	Districts' User Application Form	Purveyor
Step 7 – Identify distribution issues, verify allowed uses, estimate quantity of water and delivery schedule	Verification of information provided in the Districts' User Application Form. Send conditional approval in writing with caveat that project commencement is contingent upon Direct User or Purveyor receiving all regulatory approvals.	Districts
Step 8 – Draft contract or amendment or other legal control mechanism (if site is not covered under existing contract or control mechanism)	Contract, contract amendment, or control mechanism between Purveyor and User	Purveyor and User
Step 9 – Approve contract or amendment or other legal control mechanism (if site is not covered under existing contract or control mechanisms)	Purveyor and User authorize contract, contract amendment, or control mechanism	Purveyor and User
Step 10 – Complete California Environmental Quality Act (CEQA) Process	Make sure there is proper CEQA documentation for the site	Purveyor and User
Step 11 – Consult with health agencies *(recommended)*	Describe project and show draft plans to CDPH and LACDPH	Purveyor
Step 12 – Finalize and submit plans and specifications	Plans and specifications submitted to LACDPH; LACDPH Cross-Connection Plan Approval Application and fee	Purveyor

[3] http://www.cdph.ca.gov/healthinfo/environhealth/water/Pages/Waterrecycling.aspx.

Table 2. Process to Obtain Recycled Water for Users Receiving Water From Purveyors

Process	Applicable Documents or *Actions Required*	Responsible Entity
Step 13 – Provide materials and/or training to User on proper operation of a recycled water system	Districts' Recycled Water Users Handbook and training to be provided by Purveyor (the Districts' training program or another equivalent program can be substituted)	Purveyor
Step 14 – Consult with Lahontan Regional Water Quality Control Board (LRWQCB) *(recommended)*	Describe project and discuss Engineering Report needs	Purveyor
Step 15 – Final plans and specifications	Obtain approval of final plans and specifications from LACDPH	Purveyor
Step 16 – Prepare / amend Engineering Report	CDPH *Guidelines for Preparation of an Engineering Report for the Production, Distribution and Use of Recycled Water*[4]; Districts' information on water reclamation plants; Purveyor completes the Engineering Report; the Districts provide information related to treatment facilities; the report must be prepared and stamped by a professional engineer registered in California.	Purveyor and Districts
Step 17 – Submit Engineering Report to CDPH and LRWQCB, with copy to Districts	Completed Engineering Report	Purveyor
Step 18 – If applicable, submit revised Engineering Report, with copy to Districts	Revisions/additional information may be requested by CDPH and/or the LRWQCB	Purveyor
Step 19 – Authorization of project under existing or new LRWQCB permit	Letter or permit	LRWQCB; possibly CDPH and/or LACDPH
Step 20 – Notify Districts of Final Regulatory Approvals	Purveyor sends copy of LRWQCB letter or permit to Districts and any other applicable CDPH or LACDPH documents	Purveyor
Step 21 – Pre- and post-construction inspections	Contact LACDPH prior to construction to arrange for site inspections, initial cross-connection and backflow prevention device testing; LACDPH *Guidelines and Recycled Water System Inspection Report*	Purveyor
Step 22 – Approval of final construction	By LACDPH	Purveyor
Step 23 – Begin project implementation		Purveyor and User
Step 24 – Submit revised as-built drawings of recycled water distribution system if necessary	Must be provided to LACDPH and Districts if any modifications have been made to original drawings	Purveyor

[4] http://www.cdph.ca.gov/certlic/drinkingwater/Documents/Recharge/ERGUIDE2001.PDF.

RECYCLED WATER USE SITE INSPECTION PROGRAM

Recycled Water Use Site Inspection Program
County Sanitation Districts of Los Angeles County
District Nos. 14 and 20

1. Introduction

County Sanitation District Nos. 14 and 20 of Los Angeles County (Districts) have developed Requirements for Recycled Water Users (Requirements). The Requirements, which are mandated by the Water Code, have been developed to ensure that recycled water users comply with all applicable statutes, regulations, and the Districts' Master Permits. A Master Permit has been adopted by the California Regional Water Quality Control Board, Lahontan Region (LRWQCB) for the Lancaster Water Reclamation Plant (WRP). The Districts expect that a Master Permit for the Palmdale WRP will also be adopted in the future. For Master Permits, the Water Code specifies that the permittee conduct "periodic" inspections of the recycled water use sites (Sites) to monitor compliance with the uniform statewide recycling criteria established by California Department of Public Health (CDPH) and the Requirements of the Master Permit. The Requirements address Site inspections in Sections 6, 7, 8 and 9. This document summarizes the requirements pertaining to Site inspections and describes specific implementation procedures.

2. Inspection Program

The inspection program will consist of the following elements:

2.1. The Districts' inspection program consists of inspections conducted by both the Districts and the Purveyors, currently the City of Lancaster and the Los Angeles County Waterworks District No. 40. These inspections are in addition to inspections conducted by the Los Angeles County Department of Public Health (LACDPH) or other regulatory agencies.

2.2. The Districts will conduct an initial baseline inspection of new Sites during their first year of operation. The LACDPH will also conduct inspections during Site construction and prior to a Site's initial operation.

2.3. Upon completion of the baseline inspections, the Districts will conduct periodic site inspections once every three years. The Districts may conduct more frequent inspections depending on factors such as compliance record, potential for human exposure to recycled water and Site retrofits.

2.4. For Sites out of compliance, the Districts will conduct annual follow-up inspections.

2.5. The Purveyors must also conduct periodic inspections once every three years at a minimum. These inspections will be independent of the Districts' inspections. The Districts may require more frequent inspections by the Purveyors depending on factors such as compliance record, potential for human exposure to recycled water and Site retrofits.

2.6. The Districts will work with the Purveyors and users to ensure that the periodic inspections address the Master Permits, the Requirements, applicable laws and regulations, and LACDPH or local health department guidelines.

2.7. The Districts require Purveyors to develop and initiate an inspection program within the first year of a Site's operation.

2.8. A Site Inspection Report will be completed for each inspection. The Districts' Site Inspection Report Form is attached. The Purveyors may elect to use the Districts' Site Inspection Report

Form for adopt their own. In the latter case, the Districts will work with the Purveyors to ensure all regulatory requirements are addressed in the Site Inspection Report.

2.9. The Site Inspection Report shall be signed and dated by the Site Supervisor and the inspector, and provided to the Districts (if the Districts are not the inspector) within thirty (30) days following the end of the quarter in which the inspection was conducted.

2.10. The inspector shall immediately notify the Site Supervisor of violation(s) identified during Site inspections and what corrective actions and follow up actions must be taken.

2.11. The Site Supervisor shall notify the Districts by telephone or electronic means upon knowledge of any noncompliance with applicable laws and regulations, the Districts' Permits, and the Requirements. Written confirmation shall be provided within three (3) business days from the date of notification.

2.12. The Purveyor or Direct User shall provide written verification to the Districts within ninety (90) days from the date of knowledge of the violation that corrective actions have been implemented.

2.13. Site Inspection Reports shall be maintained by the Site Supervisor or Purveyor.

2.14. The Purveyor shall notify the Districts by electronic means at least one (1) week prior to conducting a Site inspection.

2.15. The Districts will maintain a database of Sites, inspections, and compliance actions.

2.16. The recycled water user shall allow an authorized representative of any of the following agencies the right to enter and conduct an inspection of the Site upon presentation of proper credentials: the Districts, LRWQCB, CDPH, LACDPH or local health department.

REUSE SITE INSPECTION REPORT

REUSE SITE INSPECTION REPORT
COUNTY SANITATION DISTRICTS OF LOS ANGELES COUNTY
District Nos. 14 and 20

Recycled Water User:		
Location of Site:		
Type of Use:		
Date & Time of Inspection:		
Name of Inspector:		
Name of User Representative/Title:		
VERIFICATION OF COMPLIANCE INSPECTION AND ENFORCEMENT PROGRAM		
Is recycled water used for any purposes not listed in the Regional Water Quality Control Board permit(s)? If yes, please provide an explanation in the space below.	☐ Yes	☐ No
Have there been any changes or modifications to the recycled water system? If yes, please provide an explanation in the space below.	☐ Yes	☐ No
Has there been a change in the Site Supervisor? If yes, please provide updated information in the space below.	☐ Yes	☐ No
Has on-site staff received appropriate training? If no, please explain in the space below when training will be provided.	☐ Yes	☐ No

Reuse Site:
Date:

Are copies of the Site Operation Manual, Emergency Cross-Connection Response Plan, and Districts' *Requirements for Recycled Water Users* available to employees at all times? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are there complete and up-to-date O&M records for the recycled water system? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
INSPECTION OF USER OPERATIONS		
Is irrigation limited to the authorized use areas? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Is recycled water running off from the authorized use area through surface runoff or windblown spray? If yes, please explain in the space below how and when this will be corrected, and make note of the source, volume, and destination of the runoff.	☐ Yes	☐ No
Are any unusual odors associated with the recycled water use, supply, or storage? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Is there any evidence of ponding of recycled water? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No

Reuse Site:
Date:

Is there any evidence of mosquito breeding? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are signs properly placed, labeled and legible with regard to not drinking recycled water? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are tags visible and legible? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Is there any evidence of overflows, erosion, or improper management of impoundments? If yes, please explain in the space below how and when this will be corrected	☐ Yes	☐ No
Are there any leaks or breaks in the irrigation system piping or evidence of plugged, broken, or otherwise faulty irrigation components including sprinklers? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Is recycled water being sprayed directly on people, dwellings, food-handling facilities, or drinking fountains? If yes, please explain in the space below how and when this will be corrected	☐ Yes	☐ No

Reuse Site:
Date:

Is irrigation system being operated during periods of minimal human use with adequate time to dry-out before public use? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Does irrigation take place within 50 feet of any domestic water supply well? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Does impoundment of disinfected tertiary recycled water occur within 100 feet of any domestic water supply well? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Does irrigation take place within 50 feet of any uncovered reservoir or stream currently used as a source of domestic water? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are all impoundments property maintained and adequately protected from erosion, washout, and flooding from a 24-hour rainfall event having a predicted frequency of once in 100 years? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are there any hose bibbs in the recycled water system? If yes, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No

Reuse Site:
Date:

Are pipes properly maintained and marked? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are valves and controllers properly maintained and marked? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are points of connection properly maintained and marked? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are other recycled water facilities and control systems including but not limited to pump stations, storage facilities and pressure reducers properly maintained? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Is backflow prevention in place? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Is there a schedule for testing backflow prevention and is testing up to date? If no, please explain in the space below how and when this will be corrected. Date of Last Test: _____	☐ Yes	☐ No

Reuse Site:
Date:

Is there a need for cross-connection testing due to major modifications to the system? If yes, in the space below explain when the testing will be conducted.	☐ Yes	☐ No
Are best management practices being used to prevent erosion control and runoff? If no, please explain in the space below how and when this will be corrected.	☐ Yes	☐ No
Are best management practices being used to irrigate at agronomic rates? If no, please explain in the space below how and when this will be corrected.		
Is fertilizer being used? If yes explain below how best management practices are being used to protect water quality.	☐ Yes	☐ No

REQUIRED ACTION/FOLLOW-UP ACTION

☐ None

☐ Yes by District – List	Compliance Date	Date Achieved
☐ Yes by User – List		

Reuse Site:
Date:

ADDITIONAL COMMENTS

SIGNATURES	
Inspector's signature:	Date:
Site Supervisor's signature:	Date:

ENFORCEMENT RESPONSE PLAN

Enforcement Response Plan for Requirements for Recycled Water Users (ERP)
County Sanitation Districts of Los Angeles County
District Nos. 14 and 20

1. Introduction

In 2006 and 2007, County Sanitation District Nos. 14 and 20 of Los Angeles County (Districts) adopted Ordinances to govern the permitting, enforcement, and inspection activities associated with the use of recycled water to ensure that the Districts had the authority to take action to correct inappropriate uses of recycled water, revoke water users' sales agreements if inappropriate uses persisted, and cease deliveries of recycled water. In conformance with the Ordinances, the Districts have also established *Requirements for Recycled Water Users* (Requirements) to ensure that recycled water users comply with all applicable statutes, regulations, and the Districts' Master Reclamation Permits. The Requirements contain rules governing the use of recycled water, procedures for obtaining permission to use recycled water, requirements for the operation and management of sites, information on site inspection and site access, corrective actions, notification and reporting, and record keeping.

Timely and consistent enforcement of the Ordinances and Requirements is critical to the success of the Districts' water recycling program. Thus, the Districts have developed this ERP to create a framework for identifying and investigating instances of noncompliance, and for taking enforcement actions that are appropriate in relation to the nature and severity of the violation. It is the Districts' intent to respond to violations as soon as they are discovered and to encourage users to achieve compliance as soon as possible. The overall goal of the ERP is to promote and ensure compliance among recycled water users.

2. Progressive Enforcement

The ERP is founded on the principle of progressive enforcement. Progressive enforcement is an escalating series of actions that allows for the efficient and effective use of enforcement resources to: 1) assist users in achieving compliance; 2) compel compliance for repeat violations; and 3) provide a disincentive for noncompliance.

While the Districts consider each violation to be a priority that needs to be corrected immediately, the Districts intend to tailor the type of enforcement response to the severity of the violation. For example, for very serious violations, a user's recycled water service may be terminated. For less serious violations, the response may be a verbal notification or a written notice or compliance letter. Also, if a violation continues, the enforcement response may be escalated until compliance is achieved.

Examples of more serious types of violations may include, but are not limited to:

- Unauthorized discharges of recycled water, including discharge to surface water.
- Spraying of food prep areas or drinking fountains.
- Creating a nuisance condition, which would include any action that is injurious to health, is indecent or offensive to the senses, obstructs the use of property, or otherwise adversely affects an individual or community.

- Allowing for, or creating, cross-connections between a recycled water line and a potable water line.
- Allowing for backflow between a recycled water system and a potable water system or failure to install backflow prevention devices.
- Failure to prevent recycled water from leaving the site.
- Allowing the use of recycled water outside of an approved area.
- Unauthorized use of recycled water.
- Failure to conduct cross-connection or backflow prevention testing.
- Failure to allow access for inspections.
- Failure to take or complete corrective actions.
- Failure to report spills greater than 50,000 gallons, and incidents of illness, cross-connections or backflow.
- Failure to notify the Districts of violations.

Examples of less serious violations may include, but are not limited to:

- Failure to maintain the recycled water system in good working condition.
- Allowing ponding or pooling of recycled water.
- Improper signage or marking of reuse facilities.
- Improper pipe, valves, valve boxes, etc.
- Improper operation or application of best management practices at reuse sites.
- Irrigation above agronomic rate or fertilizer needs.
- Failure to provide training for recycled water system by personnel.
- Failure to report minor releases of recycled water from the site.
- Failure to provide the Districts with required or requested information.
- Failure to keep records.
- Failure to appoint and maintain a Site Supervisor.

Violations may be found during routine inspection by purveyors or during routine operations by users. Once a violation is discovered, the Site Supervisor must take actions in accordance with Sections 7 (Corrective Action) and 8 (Notification and Reporting) of the Requirements. Such actions include: 1) immediately notifying the Districts and regulatory agencies; 2) providing written confirmation to the Districts and regulatory agencies within 3 business days from the date of notification; 3) providing follow-up documentation that the necessary corrections have been made.

If violations are found during a Districts' inspection, they will be noted on the Districts' inspection form with required follow-up actions and compliance dates. Verification of the corrective action must be made by the purveyor within 90 days of the initial inspection and reported to the Districts.

ATTACHMENT D
Standard Provisions for Waste Discharge Requirements

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION

STANDARD PROVISIONS
FOR WASTE DISCHARGE REQUIREMENTS

1. Inspection and Entry

The discharger shall permit Regional Board staff:

a. to enter upon premises in which an effluent source is located or in which any required records are kept;

b. to copy any records relating to the discharge or relating to compliance with the waste discharge requirements;

c. to inspect monitoring equipment or records; and

d. to sample any discharge.

2. Reporting Requirements

a. Pursuant to California Water Code 13267(b), the discharger shall immediately notify the Regional Board by telephone whenever an adverse condition occurred as a result of this discharge; written confirmation shall follow within two weeks. An adverse condition includes, but is not limited to, spills of petroleum products or toxic chemicals, or damage to control facilities that could affect compliance.

b. Pursuant to California Water Code Section 13260 (c), any proposed material change in the character of the waste, manner or method of treatment or disposal, increase of discharge, or location of discharge, shall be reported to the Regional Board at least 120 days in advance of implementation of any such proposal. This shall include, but not be limited to, all significant soil disturbances.

c. The owner(s) of, and discharger upon, property subject to waste discharge requirements shall be considered to have a continuing responsibility for ensuring compliance with applicable waste discharge requirements in the operations or use of the owned property. Pursuant to California Water Code Section 13260(c), any change in the ownership and/or operation of property subject to the waste discharge requirements shall be reported to the Regional Board. Notification of applicable waste discharge requirements shall be furnished in writing to the new owners and/or operators and a copy of such notification shall be sent to the Regional Board.

d. If a discharger becomes aware that any information submitted to the Regional Board is incorrect, the discharger shall immediately notify the Regional Board, in writing, and correct that information.

e. Reports required by the waste discharge requirements, and other information requested by the Regional Board, must be signed by a duly authorized representative of the discharger. Under Section 13268 of the California Water Code, any person failing or refusing to furnish technical or monitoring reports, or falsifying any information provided therein, is guilty of a misdemeanor and may be liable civilly in an amount of up to one thousand dollars ($1000) for each day of violation.

f. If the discharger becomes aware that their waste discharge requirements are no longer needed (because the project will not be built or the discharge will cease) the discharger shall notify the Regional Board in writing and request that their waste discharge requirements be rescinded.

3. Right to Revise Waste Discharge Requirements

The Board reserves the privilege of changing all or any portion of the waste discharge requirements upon legal notice to and after opportunity to be heard is given to all concerned parties.

4. Duty to Comply

Failure to comply with the waste discharge requirements may constitute a violation of the California Water Code and is grounds for enforcement action or for permit termination, revocation and reissuance, or modification.

5. Duty to Mitigate

The discharger shall take all reasonable steps to minimize or prevent any discharge in violation of the waste discharge requirements which has a reasonable likelihood of adversely affecting human health or the environment.

6. Proper Operation and Maintenance

The discharger shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) that are installed or used by the discharger to achieve compliance with the waste discharge requirements. Proper operation and maintenance includes adequate laboratory control, where appropriate, and appropriate quality assurance procedures. This provision requires the operation of backup or auxiliary facilities or similar systems that are installed by the discharger, when necessary to achieve compliance with the conditions of the waste discharge requirements.

7. Waste Discharge Requirement Actions

The waste discharge requirements may be modified, revoked and reissued, or terminated for cause. The filing of a request by the discharger for waste discharge requirement modification, revocation and reissuance, termination, or a notification of planned changes or anticipated noncompliance, does not stay any of the waste discharge requirements conditions.

8. Property Rights

The waste discharge requirements do not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state or local laws or regulations.

9. Enforcement

The California Water Code provides for civil liability and criminal penalties for violations or threatened violations of the waste discharge requirements including imposition of civil liability or referral to the Attorney General.

10. Availability

A copy of the waste discharge requirements shall kept and maintained by the discharger and be available at all times to operating personnel.

11. Severability

Provisions of the waste discharge requirements are severable. If any provision of the requirements is found invalid, the remainder of the requirements shall not be affected.

12. Public Access

General public access shall be effectively excluded from treatment and disposal facilities.

13. Transfers

Providing there is no material change in the operation of the facility, this Order may be transferred to a new owner or operation. The owner/operator must request the transfer in writing and receive written approval from the Regional Board Executive Officer.

14. Definitions

a. "Surface waters" as used in this Order, include, but are not limited to, live streams, either perennial or ephemeral, which flow in natural or artificial water courses and natural lakes and artificial impoundments of waters. "Surface waters" does not include artificial water courses or impoundments used exclusively for wastewater disposal.

b. "Ground waters" as used in this Order, include, but are not limited to, all subsurface waters being above atmospheric pressure and the capillary fringe of these waters.

15. Storm Protection

All facilities used for collection, transport, treatment, storage, or disposal of waste shall be adequately protected against overflow, washout, inundation, structural damage or a significant reduction in efficiency resulting from a storm or flood having a recurrence interval of once in 100 years.