



CITY OF LAKEPORT, CALIFORNIA  
COMMUNITY DEVELOPMENT DEPARTMENT POLICY

Subject:  SEWER SYSTEM MANAGEMENT PLAN (SSMP)	Policy Number: U-1	Page Number: Page 1 of 3
	Date Adopted: (08/14/2008)	Date Revised:

BACKGROUND:

On May 2, 2006, the State Water Resource Control Board (SWRCB) adopted a Water Quality Order No. 2006-0003, which required all public wastewater collection agencies in California, with a wastewater collection system greater than one mile in length, to be regulated under the Statewide General Waste Discharge Requirement (GWDR).

Pursuant to the GWDR, public wastewater agencies are required to develop a Sewer System Management Plan (SSMP) for their wastewater collection systems. The intent is to reduce sewer system overflows (SSOs) across the State.

The purpose of this policy is to clearly outline the roles and responsibilities of Department staff in maintaining and updating the SSMP;

## POLICY:

1. The SSMP shall be revised, audited and updated in accordance with State Water Resources Control Board Order No. 2006-0003 (included herein as Attachment A), or succeeding GWDR.
2. The SSMP Program shall be audited once every two (2) years based on the date of final certification to the State (May 2, 2010). The audit report shall be kept on file for a minimum of six (6) years.
3. The SSMP must be updated every five (5) years from the date of final certification to the State and must include any significant program changes.
4. A copy of the GWDR and the final certified SSMP shall be maintained at City Hall, the office of the Compliance Officer, the office of the Utilities Superintendent and the corporation yard.

## PROCEDURE:

1. Certification of the SSMP and its elements can be completed through the SWRCB Online SSO Database. The completed Certification Questionnaire must be printed and signed by the Community Development/Utilities Director or Compliance Officer and sent to:

State Water Resources Control Board  
Division of Water Quality  
Attn: SSO Program Manager  
P.O. Box 100  
Sacramento, CA 95812

2. All reports and information submitted to the SWRCB shall be certified using the following statement:

*"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations."*

3. Updates to the SSMP may be reviewed by the City Council at the discretion of the Community Development/Utilities Director.



Mark Brannigan  
Community Development/Utilities Director

Date 08/14/2008