

City of Glendora Industrial and Commercial Facilities Program Overview
Revised 7/24/2017

- The 2012 Los Angeles County National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit requires the City to identify critical source Industrial/Commercial (I/C) facilities and complete inspection of these facilities twice during the 5-year permit term.
- Critical source facility types include restaurants, automotive service facilities, retail gasoline outlets, nurseries and nursery centers, United States Environmental Protection Agency Phase I Facilities, and other federally-mandated facilities.
- In 2014, the City hired CWE, a professional consulting firm, to prepare the following:
 - I/C Facilities Program Guidance Manual for the City
 - Educational material, I/C Facilities Program Overview, to hand out to the businesses
 - Perform the inspections and follow-up inspections for deficiencies in handling non-stormwater and stormwater runoff.
 - Sample activities that will be inspected:
 - Wash and rinse areas
 - Maintenance and equipment storage
 - Material and Waste Storage Areas
 - Storm water conveyance systems
 - Rooftop equipment areas
 - Spill prevention plan and clean up procedures
 - Example of Best Management Practices (BMP's):
 - Effective spills/leaks prevention and response procedures
 - Effective outdoor liquid storage
 - Storage and handling of solid waste
 - Outdoor storage of raw materials
 - Clean floor mats, filters and garbage cans in a mop sink or floor drain, not in a parking lot or street.
 - Keep dumpster area clean and lid closed
 - Consider dry cleaning methods such as mop, broom, rag or wire brush
 - Contract with a mobile cleaning company who agrees to collect all wash water for proper disposal.
- City staff input the inspection reports into our TRAKit permitting system
- In June, 2017, the City hired CWE to perform the 2nd round of inspections to ensure compliance with the Los Angeles Regional Water Quality Control Board ("RWQCB") before December, 2017
- Per a RWQCB letter dated April 20, 2017, the City is required to assure I/C facilities comply with the MS4 permit.
- An electronic database will contain geographic references, such as Global Positioning System (GPS) coordinates of each inspected facility. This will be mapped and integrated with a Geographic Information System (GIS) tracking system as required by the MS4 permit.
- CWE to send out letter to business owners that are non-filers (no WDID no.)

City Business License Process

- Business Owner submits for Business License.
- Request routed to Planning and Building Departments for approval.
- For Commercial/Industrial businesses, review plans for compliance with Commercial/Industrial permit. Verify if have WDID/Non-Exposure Certification.

CITY OF GLEN DORA PLANNING & PUBLIC WORKS

Item No.	Service	Current Fees	Last Updated
P-35	Fire Alarm Plan Check/Inspection	Exhibit A, plus building valuation data (Exhibit B) as amended periodically.	4/8/2008
P-36	Fire Hood/Duct Plan Check/Inspection	Exhibit A, plus building valuation data (Exhibit B) as amended periodically.	4/8/2008
P-37	FOG (Fire, Oil and Gas) Application Fee for New Restaurants	\$250	8/10/2010
P-38	FOG Program Inspections	\$180	8/10/2010
P-39	FOG Program Wastewater Sampling and Analysis	\$225	8/10/2010
P-40	FOG Program, Industrial, Automotive, and Gas Station Re-inspection Fee	\$100	8/10/2010
P-41	General Plan Amendment	\$3,087 per application	4/8/2008
P-42	General Plan Amendment - Residential	\$3,645 per application	1/14/2003
P-43	General Plan Maintenance	12% surcharge on all permits to recover 50% of the costs	1/14/2003
P-44	Home Occupation Permit	\$29 per application	4/8/2008
P-45	Landscape Plans Applications	\$340	8/23/2016
P-46	Legal Review of CC&Rs	Review of Covenants, Conditions & Restrictions (CC&Rs) by City Attorney - Actual costs incurred by the City for the City Attorney's time inclusive of materials required for review.	8/10/2010
P-47	Lost Inspection Card	\$42 per card	8/23/2016
P-48	Lot Line Adjustment	\$1,554 per application plus actual costs for third party technical review	6/27/2017
P-49	Lot Merger	\$1,554 per application plus actual costs for third party technical review	6/27/2017
P-50	Minor Curb Cut	\$53 per permit	4/8/2008
P-51	Minor Modification	\$1,422 per application	4/8/2008
P-52	Mitigation Monitoring	Actual cost of time and materials	8/10/2010
P-53	Modification Review (CUP or Variance)	\$2,067 per application	4/8/2008
P-54	NPDES - Current Construction Inspection	\$145 plus actual cost if over two (2) inspections	6/27/17
P-55	NPDES Automotive Inspection	\$240; each follow-up \$150	6/27/17
P-56	NPDES Gas Station Inspection	\$230; each follow-up \$150	6/27/17
P-57	NPDES Industrial Inspection	\$270; each follow-up \$150	6/27/17
P-58	NPDES Restaurant Inspection	\$140; each follow-up \$150	6/27/17
P-59	Planned Development	\$3,275 per application plus \$10,000 deposit with charges at the fully allocated hourly rate for all project personnel.	4/8/2008
P-60	Planned Redevelopment	\$3,275 per application plus \$10,000 deposit with charges at the fully allocated hourly rate for all project personnel.	4/8/2008
P-61	Preferential Parking District - Establishment or Modification	Actual Costs incurred by the City to create or modify district.	6/25/2013
P-62	Public Improvement Plan Check/ Inspection	5% of the estimated construction cost.	4/8/2008
P-63	Radius Map and Labels	\$150	8/10/2010
P-64	Reversion to Acreage	\$1,553 per application	4/8/2008
P-65	Review of CC&Rs	Actual costs incurred by the City to review CC&Rs.	8/10/2010
P-66	Sign Variance	\$1,951 per application	4/8/2008