

## Memorandum

*Serious drought.  
Help save water!*

**To:** PROJECT DELIVERY STAFF  
DEPUTY DISTRICT DIRECTORS, DESIGN  
DISTRICT DESIGN STORMWATER COORDINATORS

**Date:** April 15, 2016

**From:** STEVE THORNE   
Chief (acting) Office of Highway Drainage and Stormwater Design  
Division of Design

**Subject:** REVISIONS TO THE PROJECT PLANNING AND DESIGN GUIDE, AND STORM  
WATER DATA REPORTS

As part of the Department's commitment to assure compliance with regulatory requirements and continue to maintain a consistent implementation plan for project delivery, the Project Planning and Design Guidance (PPDG) has been updated. This complies with the New Caltrans Statewide National Pollutant Discharge Elimination System (NPDES) Permit (ORDER 2012-0011-DWQ), which became effective July 1, 2013. The new project planning and design requirements are effective for projects that have not completed Project Initiation Phase (PID) by July 1, 2013.

The implementation of the new PPDG and Storm Water Data Report (SWDR) forms should occur as soon as possible for projects with PID date after July 1, 2013. For projects with a PID date prior to July 1, 2013 the districts can follow the requirements of the June 2012 PPDG, but are encouraged to implement new requirements where feasible. The grandfathering of the old SWDR forms are allowed for the transition period, as the project delivery staff incorporate the new forms into projects in a reasonable timeline. The goals of the department are to comply with the new requirements with the least amount of impact to the delivery of projects. Many projects should need only minor changes to update the SWDR for compliance. Consult with your District/Regional Design Stormwater Coordinator to determine if edits are necessary.

The new PPDG is located on the design intranet and internet webpages at these locations:

<http://design.onramp.dot.ca.gov/storm-water-ppdg>

[http://www.dot.ca.gov/hq/oppd/stormwtr/ppdg/PPDG-Final\\_2016-02.pdf](http://www.dot.ca.gov/hq/oppd/stormwtr/ppdg/PPDG-Final_2016-02.pdf)

If you have any question related to the PPDG or SWDR revisions please contact your District Design Storm Water Coordinator or the HQ Office of Highway Drainage and Stormwater Design contact Sean Penders (916) 653-5646.

c: Tim Craggs  
Katrina Pierce  
Laurie Lammert  
Scott McGowen