



Edmund G. Brown Jr.
Governor

Matthew Rodriguez
Secretary for Environmental Protection

Certified Mail: 7015 1730 0001 0036 8149

October 18, 2017

Mr. David Huff
CUPA Program Manager
Nevada County Department of Environmental Health
950 Maidu Avenue, Suite 170
Nevada City, California 95959-8600

Dear Mr. Huff:

The Nevada County Department of Environmental Health Certified Unified Program Agency (CUPA) has been selected for an evaluation in **2018**. The evaluation process has changed since the last evaluation took place.

To facilitate this new process, you will be required to submit the following documents to California Environmental Protection Agency (CalEPA) by December 21, 2017.

- Inspection and Enforcement Plan
- Facility Files (Enclosure)
- Self Audit Reports for Fiscal Year (FY) 2014-2015, 2015-2016, and 2016-2017
- California Accidental Release Prevention (CalARP) Performance Audit for FY 2014-2015, 2015-2016, and 2016-2017
- CalARP dispute resolution procedure
- CUPA Administrative procedures
 - public participation,
 - records maintenance,
 - information request response,
 - business plan information forwarding,
 - permitting,
 - financial management (includes the single fee system, fee accountability program, and surcharge collection and reimbursement program),
 - fee dispute resolution,
 - data management.

- Fee accountability program documents including record/budget spreadsheet for FY 2015-2016 and 2016-2017 (documentation should show CUPA specific revenue and itemized direct and indirect costs)
- Surcharge Transmittal Reports (Report 1) from FY 2014-2015 through the first quarter of FY 2017-2018
- Single fee invoices from FY 2014-2015 through the first quarter of FY 2017-2018 (Please ensure that at least one invoice is provided for each of the following facility types per fiscal year: CalARP, Underground Storage Tank, Aboveground Petroleum Storage Act (APSA), Hazardous Materials Business Plan, Hazardous Waste Generator)
- Area Plan
- Education and training records for each CUPA staff
 - Health and Safety Training Certification with current refresher
 - International Code Council Certifications
 - APSA Inspector Training Certificates
 - Ongoing training Documentation (past 3 years)
- 2-3 recently closed formal enforcement case files (within the last 2 years)
- CUPA Organization Chart

Several methods, including a Secure File Transfer Protocol (SFTP) site are available to convey information listed above to CalEPA. The CalEPA Team Lead will follow up with you, and provide information on how to access the SFTP site. If for any reason the SFTP site is not compatible with a CUPA's system, evaluation documentation may also be submitted via email Marc.Lorentzen@calepa.ca.gov or mail using electronic storage media (thumb drives or DVDs) to:

CalEPA Unified Program
Attention: Marc Lorentzen
1001 I Street, MS 2D
Sacramento, California 95814-2828

As necessary, the Department of Toxic Substances Control (DTSC), California Governor's Office of Emergency Services (Cal OES), CALFIRE - Office of the State Fire Marshal (OSFM), and State Water Resources Control Board (State Water Board) evaluators may contact you to schedule oversight inspections.

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Please remember to provide the documents listed above and in the enclosure by December 21, 2017. Should you have any questions regarding the evaluation process, please contact Melinda Blum, Unified Program Supervisor, at (916) 327-9560 or email melinda.blum@calepa.ca.gov.

Sincerely,

Original signed by Melinda Blum

Melinda Blum
Acting Senior Environmental Scientist Supervisor

Enclosure

cc sent via email

Ms. Ami Irani
Director of Environmental Health
Nevada County Department of Environmental Health
950 Maidu Avenue, Suite 170
Nevada City, California 95959-8600

Ms. Laura Fisher, Chief
State Water Resources Control Board
P.O. Box 100
Sacramento, California 95812-0100

Ms. Diana Peebler
Senior Environmental Scientist, Supervisor
Department of Toxic Substances Control
700 Heinz Avenue, Suite 210
Berkeley, California 94710-2721

Mr. Ben Ho, Chief
CAL FIRE - Office of the State Fire Marshal
P.O. Box 944246
Sacramento, California 94244-2460

Mr. Larry Collins, Chief
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203

Mr. Jack Harrah
Senior Emergency Services Coordinator
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203

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cc sent via email

Ms. Melinda Blum
Acting Senior Environmental Scientist, Supervisor
California Environmental Protection Agency

Mr. Kareem Taylor
Acting Senior Environmental Scientist, Specialist
California Environmental Protection Agency

Mr. Marc Lorentzen
Unified Program Evaluation Team Lead
California Environmental Protection Agency

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Facility File Request
Nevada County Department of Environmental Health CUPA

Please submit documentation for each facility file listed below that includes the following:

- Last two routine inspection reports with summaries of violations/notices to comply/notices of violation
- Correspondences related to returning the facility to compliance
- Return to compliance documentation
- Current Unified Program Facility Permit
- For Tiered Permit facilities, please submit the applicable Tiered Permit notifications
- For the Underground Storage Tank facilities, please submit the following additional information:
 - Last three (3) Annual Inspection Reports
 - Last three (3) Monitoring Certification Reports
 - Last three (3) Spill Bucket Tests
 - Last two (2) Secondary Containment Test Reports
 - Tank Lining Certifications (as appropriate)
 - Last three (3) Tank and Piping integrity tests (as appropriate)
 - Enhanced Leak Detection test results (as appropriate)
- For CalARP Facilities, please submit the following additional information:
 - CalARP Program Level
 - Current Risk Management Plan (RMP) Date
 - Statement of whether an RMP audit was conducted

<p>Cal OES Requested Facilities</p> <ul style="list-style-type: none"> • No facility files requested
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<p>OSFM Requested Facilities</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 15%;">CERS ID</th> <th style="text-align: left;">Facility Name</th> </tr> </thead> <tbody> <tr><td>• 10446286</td><td>– California Highway patrol (Grass Valley)</td></tr> <tr><td>• 10158459</td><td>– CA Highway Patrol Donner Pas C.V.E.F.</td></tr> <tr><td>• 10158107</td><td>– Nevada County Airport</td></tr> <tr><td>• 10159025</td><td>– Sutherland Oil, Inc.</td></tr> <tr><td>• 10158635</td><td>– Hansen Brothers Enterprises</td></tr> <tr><td>• 10134757</td><td>– Flyers #3003</td></tr> <tr><td>• 10001500</td><td>– Caltrans-Truckee</td></tr> <tr><td>• 10001494</td><td>– Caltrans District 3</td></tr> <tr><td>• 10343200</td><td>– Truckee Tahoe Airport</td></tr> <tr><td>• 10158435</td><td>– Boreal Ridge Corporation</td></tr> </tbody> </table>	CERS ID	Facility Name	• 10446286	– California Highway patrol (Grass Valley)	• 10158459	– CA Highway Patrol Donner Pas C.V.E.F.	• 10158107	– Nevada County Airport	• 10159025	– Sutherland Oil, Inc.	• 10158635	– Hansen Brothers Enterprises	• 10134757	– Flyers #3003	• 10001500	– Caltrans-Truckee	• 10001494	– Caltrans District 3	• 10343200	– Truckee Tahoe Airport	• 10158435	– Boreal Ridge Corporation
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DTSC Requested Facilities (continued)

CERS ID Facility Name

- 10159111 – Union Pacific Truckee Yard
- 10158567 – Fast and Pleasant Automotive Repair
- 10158687 – J & M Offroad
- 10121953 – Van's Auto Body and Paint
- 10421353 – Les Schwab Tire Center #628
- 10343200 – Truckee Tahoe Airport
- 10158565 – Farlows Scientific Glassblowing Inc.
- 10158505 – CVS Pharmacy No. 9174
- 10154119 – LANmark Circuits, Inc.
- 10158947 – Rollys Body Shop
- 10158405 – Ballerina Cleaners
- 10158581 – Forest Lake Christian School
- 10727269 – Super Automotive Repair

Please also provide complaint records for the following DTSC referred complaints:

- Cal EPA Complaint ID #: 42821; Case #: 15-0215-0086
- Cal EPA Complaint ID #: 44603; Case #: 15-0815-0398
- Case #: 15-1015-0544

State Water Board Requested Facilities

CERS ID Facility Name

- 10124368 – Flyers #31
- 10134136 – Flyers #770
- 10158419 – Best Gas Bear River Market
- 10158421 – Alta Sierra Station
- 10158521 – Donner Gate Enterprises Inc.
- 10158529 – Sugar Bowl Fuel
- 10158647 – Higgins Village Chevron
- 10158649 – Donner Park 76
- 10158685 – J & L Food Mart
- 10158721 – Grass Valley Chevron
- 10158841 – Penn Valley Mini Mart
- 10158855 – Pac Bell dba AT&T TB057
- 10158887 – Quik Stop Market #107
- 10158989 – Sierra Superstop No. 16
- 10158991 – Sierra Superstop No. 3