



**CITY OF SANTA MONICA**

**WATER SHORTAGE  
CONTINGENCY PLAN**

**June 2021**

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## **Section 1: Introduction**

Legislative changes to the California Water Code’s Urban Water Management Planning Act (Section 10632) require the City of Santa Monica (City) to prepare and adopt a Water Shortage Contingency Plan (WSCP). This WSCP replaces the WSCP adopted by Santa Monica City Council on January 13, 2015. The WSCP serves as both an action plan during water shortage conditions and as the implementing regulations for water conservation as authorized by Santa Monica Municipal Code (SMMC) section 7.16.030.

## **Section 2: Water Supply Reliability Assessments**

The City assessed its water supply reliability as part of the 2020 Urban Water Management Plan (UWMP). Two assessments were performed: a water service reliability assessment and a drought risk assessment (DRA). The water service reliability assessment analyzed the City's water supply availability compared to long-term water use projections through 2040 in five-year increments under three scenarios: a normal year, a single-dry year, and multiple dry years. The DRA assessed the City's water supplies over the subsequent five years (2021-2025) under severe drought conditions. Key factors considered in both assessments included projected population growth, climate change, and implementation of a Groundwater Sustainability Plan (GSP) as required by the Sustainable Groundwater Management Act (SGMA). A summary of the assessments is provided below.

Currently, the City obtains its potable water supply from a combination of local groundwater and imported water from the Metropolitan Water District of Southern California (MWD). In 2011, Santa Monica City Council set a goal to obtain water self-sufficiency utilizing local water resources. The City is currently implementing water supply projects to reach this goal, which would provide additional resiliency to the water supply.

Historically, the City's available groundwater supply has been less impacted by drought conditions but more by contamination. For example, the City's lowest available local groundwater supply occurred in 2004, when only about 544 acre-feet (AF) of local groundwater was available due to groundwater contamination at the City's Charnock Well Field. The City completed the Charnock Well Field Restoration Project in 2010, which included additional treatment processes such as biological granular activated carbon (GAC) and reverse osmosis (RO). As a result, the local groundwater supply was restored to approximately 8,000 to 10,000 acre-feet per year (AFY) (depending on age and conditions of the wells).

For the purpose of the water service reliability assessment and the DRA, the time period of 2010 through 2020 was used to establish Normal Year, Single Dry-Year, and Multiple Dry-Year to demonstrate its reliability. The period from 2010 through 2020 was selected for the assessments since it is more representative of the City's water supply reliability and drought risk going forward as 2010 established the new baseline for local water supplies. In addition, the 2010-2020 time period also included one of the most severe single-year droughts as well as five-consecutive-year drought conditions in the Southern California region.

The City also analyzed imported supply from MWD as part of the reliability assessments. MWD imports water from Northern California and the Colorado River, which depend heavily on hydrologic conditions (e.g., snow pack in the Sierra Nevada in Northern California). Varying hydrologic conditions have led to wide variability in MWD's water storage reserves in recent years. For instance, the recent drought from 2012 to 2016 depleted MWD's dry year storage reserves. This was followed by the wettest year on record in 2017 and another wet year in 2019 that filled up MWD's storage reservoirs. For the purposes of the Water Service Reliability and Drought Risk Assessments, the lowest MWD Tier 1 allotment (7,406 AFY) available to the City between 2010 and 2020 was used. This assumption was considered reasonable due to large reserves MWD accumulated as a result of regional conservation efforts and several

above average wet seasons over the previous five years.

Based on the assessments, the City’s current and planned water supply portfolio is sufficient to meet the existing and projected potable and non-potable water use under all of the scenarios analyzed. The assessment findings from the 2020 UWMP are summarized in the tables below.

**Table 1: Projected Water Supply and Demand for Normal Year (Acre-Feet)**

	2025	2030	2035	2040
Supply totals	18,626	18,626	18,626	18,626
Demand totals	14,291	15,102	15,177	15,262
Difference	4,335	3,524	3,449	3,364

**Table 2: Projected Water Supply and Demand for Single Dry Year (Acre-Feet)**

	2025	2030	2035	2040
Supply totals	15,508	15,508	15,508	15,508
Demand totals	14,291	15,102	15,177	15,262
Difference	1,217	406	331	246

**Table 3: Projected Water Supply and Demand for Multiple Dry Years (Acre-Feet)**

		2025	2030	2035	2040
FIRST YEAR	Supply totals	17,640	17,640	17,640	17,640
	Demand totals	14,291	15,102	15,177	15,262
	Difference	3,349	2,538	2,463	2,378
SECOND YEAR	Supply totals	16,787	16,787	16,787	16,787
	Demand totals	14,291	15,102	15,177	15,262
	Difference	2,496	1,685	1,610	1,525
THIRD YEAR	Supply totals	16,893	16,893	16,893	16,893
	Demand totals	14,291	15,102	15,177	15,262
	Difference	2,602	1,791	1,716	1,631
FOURTH YEAR	Supply totals	17,000	17,000	17,000	17,000
	Demand totals	14,291	15,102	15,177	15,262
	Difference	2,709	1,898	1,823	1,738
FIFTH YEAR	Supply totals	15,508	15,508	15,508	15,508
	Demand totals	14,291	15,102	15,177	15,262
	Difference	1,217	406	331	246

**Table 4: Drought Risk Assessment (2021 - 2025)**

<b>Calendar Year Water Demand and Supply Projections (Acre-Feet)</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Gross Water Use	14,345	15,357	17,000	17,233	17,467
Total Supplies	14,161	14,161	16,765	16,765	16,765
Surplus/Shortfall w/o WSCP Action	(184)	(1,196)	(235)	(468)	(702)
Planned WSCP Actions (use reduction and supply augmentation)					
WSCP - supply augmentation benefit	0	0	0	0	0
WSCP - use reduction savings benefit	2,886	3,099	3,483	3,530	3,576
Revised Surplus/(shortfall)	2,702	1,903	3,248	3,062	2,874
Resulting % Use Reduction from WSCP action	20%	20%	20%	20%	20%

### Section 3: Annual Water Supply and Demand Assessment

#### Data Inputs

Water Code Section 10632(a)(2) requires water supply and demand assessments to be conducted annually. Beginning in 2022, water shortage assessment reports must be submitted to the California Department of Water Resources (DWR) on or before July 1<sup>st</sup> each year.

The annual assessments will be conducted by staff from the City’s Water Resources Division (WRD) and Water Conservation Unit (WCU). For consistency, the approach used for the assessments described in Section 2 (Water Supply Reliability Assessments) will also be used to evaluate the water system reliability for the coming year, while considering that the year to follow would be considered dry. A summary of key tasks, data inputs, and roles for the assessments are provided in Table 5.

**Table 5: Summary of Tasks for the Annual Water Supply and Demand Assessment**

Task Description	Conducted By
Quantification of water supplies: groundwater pumping, imported water and potable water production volumes	Arcadia Water Treatment Plant
Quantification of groundwater injection, and non-potable treatment production volumes	Water Distribution Wastewater Treatment
Identification of events that significantly impacted each water supply source during the current year	Arcadia Water Treatment Plant
Identification of anticipated events that have the potential to impact each water supply source in subsequent years	Arcadia Water Treatment Plant
Analysis of potential regulatory changes and possible impacts on each water supply	Arcadia Water Treatment Plant
Assessment of infrastructure capabilities and plausible constraints	Arcadia Water Treatment Plant Water Distribution
Description and quantification of annual water use utilizing water billing data and water loss audit reports.	Water Distribution
Analysis and projection of how climate, population, the economy, and any applicable policies impacts water demand.	Water Conservation Unit
Summary of water conservation activities and results for the current year.	Water Conservation Unit
Description of existing and planned water use policies to meet demand objectives in future years.	Water Conservation Unit



Decision Making Process

Following the initial assessment, findings will be presented to the City’s Task Force on the Environment for input on a proposed water shortage stage for the following fiscal year. WRD will then prepare a water shortage assessment report for approval by the Public Works Department. Formal approval of the water shortage assessment report will be made by City Council through adoption of a resolution after a hearing presenting staff’s findings and recommendations and receiving public comments. A timeline for the decision-making process is provided in Table 6.

**Table 6: Proposed Timeline for Annual Water Shortage Assessment**

	<b>Activity</b>
January	WRD and WCU commence the annual water supply and demand assessment
February	WRD and WCU present annual assessment findings and proposed water supply shortage stage to the Task Force on the Environment
March	WRD and WCU prepare an annual water shortage assessment report and proposed water supply shortage stage, if any, to the Public Works Department Head for approval
April	Public notification regarding proposed water supply shortage stage, water shortage response actions, and upcoming City Council meeting
May	WRD and WCU present annual water shortage assessment report findings and proposed water supply shortage stage to City Council for formal adoption by resolution
On or before July 1st	WRD submits a final water shortage assessment report to the State of California Department of Water Resources

### Section 4: Stages of Water Supply Shortages

The WSCP establishes six standard water shortage supply shortage stages required by the Water Code. The stages are based on predicted or actual water shortage conditions. Each stage establishes water use reductions either through voluntary or mandatory measures. Mandatory water restrictions include water use allowances for each water customer category.

The City Council may declare by resolution that a Stage 1, 2, 3, 4, 5, or 6 water supply shortage exists and that the actions outlined in this WSCP are necessary. Upon Council adoption by resolution, any Water Shortage Stage may be rescinded. The type of event which may prompt the City Council to declare a water supply shortage may include, among other factors:

- Drought;
- State or local emergency;
- A natural disaster that critically impacts the water treatment or water distribution system;
- A localized event that critically impacts the water supply, water quality, water treatment or water distribution system;
- The City’s wholesale water agency requests extraordinary water conservation efforts in order to avoid mandatory water allocations;
- The City’s wholesale water agency implements a water allocation.

Table 7 and Table 8 below outline the Water Supply Shortage Stages, water use reduction targets, and the conditions that will be used to guide the determination of water shortage levels

**Table 7: Water Shortage Stages and Reduction Targets**

<b>Water Shortage Stage</b>	<b>Shortage Level</b>	<b>Water Shortage Condition</b>	<b>Water Use Restrictions</b>	<b>City-wide Use Reduction Goal</b>
Stage 1	≤10%	Minimal	Voluntary	10%
Stage 2	10-20%	Moderate	Mandatory	20%
Stage 3	20-30%	Significant	Mandatory	30%
Stage 4	30-40%	Severe	Mandatory	40%
Stage 5	40-50%	Critical	Mandatory	50%
Stage 6	>50%	Catastrophic	Mandatory	>50%

**Table 8: Summary of Water Shortage Stages and Conditions**

Water Shortage Stage	Shortage Levels	Water Shortage Condition
1	Up to 10%	Using more than 50% of MWD Tier 1 allowance for imported/purchased water and/or MINIMAL decrease in local ground water supply.
2	Up to 20%	Using more than 60% of MWD Tier 1 allowance for imported/purchased water and/or MODERATE decrease in local ground water supply.
3	Up to 30%	Using more than 70% of MWD Tier 1 allowance for imported/purchased water and/or SIGNIFICANT decrease in local ground water supply.
4	Up to 40%	Using more than 80% of MWD Tier 1 allowance for imported/purchased water and/or ADVANCED decrease in local ground water supply.
5	Up to 50%	Using more than 90% of MWD Tier 1 allowance for imported/purchased water and/or SEVERE decrease in local ground water supply.
6	>50%	Exceeding MWD Tier 1 allowance for imported/purchased water and/or CATASTROPHIC decrease in local ground water supply.

**Section 5: Shortage Response Actions**

California Water Code requires water shortage response actions for each Water Shortage Stage. The response actions are provided in Table 9.

**Table 9: Summary of Water Shortage Response Actions**

<b>Water Shortage Stage</b>	<b>Action</b>	<b>Estimated Reduction</b>
Stage 1	Offer Water Use Surveys	1% - 2%
Stage 1	Provide Rebates on Plumbing Fixtures and Devices	1% - 2%
Stage 1	Provide Rebates for Landscape Irrigation Efficiency	1% - 2%
Stage 1	Provide Rebates for Turf Replacement	1% - 2%
Stage 1	Landscape - Restrict or prohibit runoff from landscape irrigation	1% - 2%
Stage 1	Landscape - Limit landscape irrigation to specific times	1% - 2%
Stage 1	CII - Restaurants may only serve water upon request	1% - 2%
Stage 1	Water Features - Restrict water use for decorative water features, such as fountains	1% - 2%
Stage 1	Pools and Spas - Require covers for pools and spas	1% - 2%
Stage 1	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	1% - 2%
Stage 1	Other - additional conservation measures by City staff	1% - 2%
Stage 1	Other - Irrigation Association’s Best Management Practices for all City landscaped areas	1% - 2%
Stage 1	Other – immediate notification by City staff of any leaks seen on City property or private property	1% - 2%

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Stage 2	Other – continued implementation of Stage 1 actions	10% - 20%
Stage 2	Other - Implement Water Use Allowances (WUAs) for a 20% reduction from the amount of water used in 2013.	10% - 20%
Stage 2	Expand Public Information Campaign	1% - 10%
Stage 2	Increase Water Waste Patrols	1% - 10%
Stage 3	Other - continued implementation of Stage 2 actions	20% - 30%
Stage 3	Other - Implement Water Use Allowances (WUAs) for a 30% reduction from the amount of water used in 2013.	10% - 30%
Stage 3	Implement or Modify Drought Rate Structure or Surcharge	1% - 10%
Stage 4	Other - continued implementation of Stage 3 actions	20% - 30%
Stage 4	Other - Implement Water Use Allowances (WUAs) for a 40% reduction from the amount of water used in 2013.	20% - 40%
Stage 4	Implement or Modify Drought Rate Structure or Surcharge	1% - 10%
Stage 5	Other- continued implementation of Stage 4 actions	30% - 40%
Stage 5	Other - Implement Water Use Allowances (WUAs) for a 50% reduction from the amount of water used in 2013.	20% - 50%
Stage 5	Implement or Modify Drought Rate Structure or Surcharge	1% - 10%
Stage 6	Other- continued implementation of Stage 5 actions	40% - 50%
Stage 6	Other - Implement Water Use Allowances (WUAs) for a 55% reduction from the amount of water used in 2013.	20% - 55%
Stage 6	Implement or Modify Drought Rate Structure or Surcharge	1% - 10%

## **Section 6: Communication Protocols**

Public notification will be provided for any current or predicted shortage and for any shortage response actions triggered or anticipated by the annual demand and supply assessment. Communication will be coordinated and conducted by the Water Resources Division, the Office of Sustainability and the Environment, and the Office of Communications using the protocols in Table 10. To ensure regional coordination, the City will also communicate with regional partners including surrounding cities, Los Angeles County, and MWD, regarding shortage emergencies.

**Table 10: Summary of Communication Protocol for Water Shortages**

<b>What</b>	<b>When</b>	<b>Frequency</b>	<b>Communication Method</b>	<b>Audience</b>
<b>Water Shortage Declaration</b>	At time of Declaration	Once	City Council Meeting	<ul style="list-style-type: none"> <li>- Customers</li> <li>- General Public</li> <li>- Public Entities</li> <li>- Public Officials</li> <li>- Interested Parties</li> </ul>
<b>Water Shortage Announcement</b>	Following Declaration of a Water Shortage	Once each minimum	City Council Meeting Press Release Websites Social Media Digital Newsletter, <i>Seascape</i> Newsletter, Print Advertising	<ul style="list-style-type: none"> <li>- Customers</li> <li>- General Public</li> <li>- Public Entities</li> <li>- Public Officials</li> <li>- Interested Parties</li> </ul>
		Once each minimum	Mass Phone Calls Emails Water Bill Inserts	<ul style="list-style-type: none"> <li>- Customers</li> </ul>
<b>Water Shortage Actions</b>	Following Declaration of a Water Shortage	Ongoing	Conservation Marketing Campaign, Websites, Social Media, Sustainability Digital Newsletter, City's <i>Seascape</i> Print Newsletter, Outdoor Banner Advertising, Print Advertising	<ul style="list-style-type: none"> <li>- Customers</li> <li>- General Public</li> <li>- Interested Parties</li> </ul>
		Ongoing	Water Use Allowances (WUAs), Mass Phone Calls / Emails, Water Bill Inserts, Customer Service	<ul style="list-style-type: none"> <li>- Customers</li> </ul>

## **Section 7: Compliance and Enforcement**

Compliance with this WSCP will be achieved primarily through the permanent and increased (as necessary) enforcement of the existing water conservation codes contained in Chapter 7.16 of the Santa Monica Municipal Code (SMMC) and Chapter 8.108 (Subpart A - Landscape and Water Conservation).

### SMMC 7.16.020 Water Conservation Requirements

What: This code defines core water conservation requirements:

- Prohibits irrigation between 10:00am and 4:00pm.
- Prohibits the watering down of paved or hard-surfaced areas.
- Prohibits irrigation runoff.
- Prohibits the filling of decorative fountains.
- Prohibits the draining and re-filling of pools.
- Requires water leaks to be repaired immediately.
- Prohibits the washing of vehicles with a running hose.
- Mandates that restaurants serve water only upon request.

Enforcement: The Water Conservation Unit staff enforces SMMC 7.16.020 as follows:

- Water Waste Patrols: Proactive patrols in the community provide on-site detection of water waste. Notices of Violations (NOVs) are issued to ensure resolution of water waste issues with Citations issued as justified.
- Responses to inbound water waste reports: These community-submitted reports are handled immediately by contacting the responsible party(s) to notify them of the situation and assist with voluntary compliance of the ordinance.

### SMMC 7.16.030(c) Water Consumption Limits

What: Paragraph (c) of SMMC 7.16.030 authorizes the WSCP to implement Water Use Allowances aligned with a declared Water Shortage Stage. The Water Use Allowance consists of the following components. Please see Appendix B (Water Use Allowances, Penalties, and Adjustments) in this WSCP for complete details.

- Water use limitations, i.e. Water Use Allowances
- Administrative penalties for non-compliance
- Adjustment process

Enforcement: The Water Conservation Unit staff enforces SMMC 7.16.030(c) by:

- Weekly reviews of billed water usage.
- Determining and issuing administrative citations for customers that exceed their Water Use Allowance.
- Conducting on-site audits to waive the penalty fee for first-time recipients of administrative citations for exceeding the Water Use Allowance.
- Receiving Water Use Allowance adjustment requests and determining adjustments.
- Providing requested information for the appeal process.



SMMC 7.16.050 Water consumption limits and in-lieu fees for new development

What: This code implements the City’s Water Neutrality program which:

- Caps water use for new developments to the average five-year historical water use for that individual parcel.
- Requires projected water use for the development that is greater than existing parcel’s usage (i.e. New Water Demand) to be offset by funding water-efficient retrofits of existing buildings elsewhere in the City.

Enforcement: The code is enforced by the Water Conservation Unit staff as follows:

- Plan checks: Development project plans are reviewed annually to calculate New Water Demand, and, if any, determine the offset fees.
- Direct Installs: Water wasting fixtures are retrofitted with highly efficient water saving fixtures to offset the New Water Demand.

## **Section 8: Legal Authorities**

SMMC 7.16.030 authorizes City Council by resolution to require reductions in the use of water if such reductions are necessary in order for the City to comply with water use restrictions imposed by Federal, State or regional water agencies or to respond to emergency water shortage conditions. SMMC 7.16.030 also authorizes City Council to declare a water shortage advisory or water shortage emergency based on the actual or projected shortage of available potable water supplies for domestic, sanitary and public safety uses, and by resolution may adopt a Water Supply Shortage Response Plan. The City Council adopted the last Water Supply Shortage Response Plan on January 13, 2015, which also served as the last adopted WSCP.

## **Section 9: Financial Consequences of WSCP**

Should conservation increase beyond currently expected levels (e.g., Statewide conservation mandate), the City is still obligated to meet its annual net revenue requirements to keep the utility operating and functional. As part of the 2019 water rate study<sup>1</sup>, drought rates were developed so that if total consumption should decrease further due to an increase in conservation required by the state, another regulatory agency, or if the City Council declares that it is in more severe drought stages, the City's Water Utility would still be kept whole, financially. In the event that consumption decreases beyond projected baseline consumption levels, some costs will also decrease, and the proposed drought rates have taken this reduced revenue need into consideration. In addition, the 2019 water rate study also recommended the City increase its reserve policy to maintain 90-days of operation (minimum of 60-day to be met at all times) and 3% of net capital assets.

The new rates that were adopted will be closely monitored over the next several years to ensure the revenue generated is sufficient to meet the annual revenue requirements. Changing economic and water consumption patterns underscore the need for continued monitoring, as well as potential and unseen changing revenue requirements — particularly those related to environmental regulations that can significantly affect capital improvement projects as well as repair and replacement costs.

## **Section 10: Monitoring and Reporting**

The City will monitor and report on water production and demand to ensure that WSCP response actions are achieving their intended water reductions. The following mechanisms provide the data and processes required to do so:

### Monthly Monitoring and Reporting: State Water Resources Control Board

The City of Santa Monica has been providing monthly water production and conservation reports to the State Water Resources Control Board (SWRCB) since July 2014 as required by the statewide drought emergency water conservation regulation. The emergency regulation expired in November 2017 and, since then, the City has continued to report voluntarily. Monthly reports became mandatory again in October 2020 after the SWRCB adopted a new regulation on Monthly Urban Water Conservation Reporting. The new reporting regulation requires monthly reporting of key elements and additional information during water shortages.

The reports, compiled by the City's Water Resources Division and the Office of Sustainability and the Environment, include information on residential water use, total potable water production, measures implemented to conserve water and improve efficiency, and local enforcement actions. The reports are submitted to the SWRCB's Drinking Water Information Clearinghouse (DRINC) online portal.

### Monthly Monitoring and Reporting: Internal

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<sup>1</sup> <https://www.santamonica.gov/waterrates>

The City’s Water Resources Division provides monthly water production reports to interested parties within the City. The reports, compiled by the City’s Water Resources Division, includes information on well production, finished local water, imported water, and million gallons per day (MGD) usage for the month.

### Compliance Tracking

Agency Compliance Tracking: Using the above reports, water production and demand are tracked agency-wide. Water savings are calculated using 2013 as a baseline (to align with Water Use Allowances) to ensure reductions as specified by the WSCP are being achieved.

Customer Compliance Tracking: Using utility billing data, weekly reports are generated to identify those customers that exceeded their Water Use Allowance during the most recent billing period (as specified by the WSCP for a given Water Shortage Stage). Administrative citations may be issued to those customers that are consistently and significantly exceeding their Water Use Allowance. See Appendix B for details.

## **Section 11: Emergency Response Planning**

As the City receives imported water from MWD and extracts groundwater from the Santa Monica Basin, the City's response to an emergency will be a coordinated effort of its own staff in conjunction with other local and regional water agencies. During water shortage emergencies, the City will implement its WSCP, which may impose more than a 50 percent reduction in total water use for catastrophic disruptions to the water supply (Water Shortage Stage 6). The City's Water Resources Division maintains an Emergency Response Plan (ERP) to respond to situations adversely impacting water supply, including catastrophic water shortages. The ERP is used in conjunction with the City of Santa Monica Standardized Emergency Management Systems (SEMS) Multi-hazard Functional Plan (Appendix C).

The City will also work in conjunction with MWD to implement water shortage plans on a regional level within the framework of MWD's Water Surplus and Drought Management (WSDM) Plan. The WSDM Plan was developed in 1999 by MWD with assistance and input from its member agencies. The plan addresses both surplus and shortage contingencies.

The WSDM Plan guiding principle is to minimize adverse impacts of water shortage and ensure regional reliability. The plan guides the operations of water resources to ensure regional reliability. It identifies the expected sequence of resource management actions MWD will take during surpluses and shortages of water to minimize the probability of severe shortages that require curtailment of full-service demands. Mandatory allocations are avoided to the extent practicable; however, in the event of an extreme shortage, an allocation plan will be adopted in accordance with the principles of the WSDM Plan.

### Seismic Risk Assessment and Mitigation Plan

Water Code Section 10632.5 requires water suppliers to assess seismic risk to water supplies as part of their WSCP. A seismic risk assessment for the City's water system was performed as part of the City's All Hazards Mitigation Plan (AHMP). The AHMP addresses numerous hazards including landslides, flooding, tsunamis, wildfires, severe windstorms/thunderstorms, and earthquakes. The AHMP is provided in Appendix D.

## **Section 12: WSCP Refinement Procedures**

As an adaptive management plan, the WSCP will be refined as needed to ensure it continues to effectively address potential water shortage conditions. On an ongoing basis, using the reports and compliance tracking process described in Section 10, any necessary changes to the WSCP will be identified. In addition, as a part of the annual demand and supply assessment, the WSCP will be reviewed with refinements identified as needed.

Updates to the WSCP will be incorporated via the following steps:

1. Identify updates
2. Create draft of updated WSCP
3. Release draft of updated WSCP for public review and comments
4. Present proposed updated WSCP to City Council
5. City Council approves updated WSCP

### **Section 13: Special Water Feature Distinction**

WSCP water shortage actions are analyzed and enforced distinctly for Water Features. Water Features are defined in the City’s Water Efficient Landscape and Irrigation Standards (WELIS) as follows:

Water Feature. A design element in which open water performs an aesthetic or recreational function. Water features may include waterfalls, fountains, and streams, where water is artificially supplied. Constructed wetlands used for on-site wastewater treatment or stormwater best management practices that are not irrigated and are used solely for water treatment or stormwater retention are not water features. Ponds, hot tubs, spas, permanent swimming or wading pools are not considered water features.

The unique demand reduction actions for Water Features compared to Pools and Spas are as follows:

#### Water Features

- SMMC 7.16.020(c)(1) requires Water Features be constructed with a water recycling system.
- WELIS requirements include the following:
  - Must use a water recirculation system (same as SMMC 7.16.020(c)(1)).
  - Must not have any water that is sprayed into the air visibly land outside the water features.
  - Must not have any water spray or run onto surrounding landscape or impermeable hardscape areas.
  - The total cumulative surface area of all water features on a site may not exceed 25 square feet unless the feature uses water from an approved alternative water source and delivery system.
  - Existing water features may be repaired but the cumulative surface area may not increase.

#### Pools and Spas

- SMMC 7.16.020(c)(2) requires pools and spas be constructed, installed or equipped with a cover to reduce water loss due to evaporation.

**Section 14: Plan Adoption, Submittal, and Availability**

Per Water Code Section 10632 (a)(c), the City shall make the WSCP available to its customers and any city or county within which it provides water supplies no later than 30 days after the submission of the WSCP to DWR. Should the WSCP be revised, the City shall hold a public hearing and provide notification at least 60 days prior to the hearing as required by California Water Code.



## **Appendix A: Definitions**

**Billing Period.** The billing period is approximately 60 days between water meter readings.

**Commercial Water Customer.** Any water customer whose property is not designated as single family, multi-family or landscape only. This may include mixed-use properties, schools, businesses.

**HCF.** The billing measurement for water in hundred cubic feet. One HCF is equal to 748 gallons.

**Irrigation.** Any system for distribution of pressurized water in the landscape, including but not limited to any system in which any portion is installed below grade or affixed to any structure.

**Landscape.** Modification of the ground surface with live planting materials such as trees, shrubs, turf, groundcover or other horticultural materials; as well as non-living materials such as mulch, synthetic turf, hardscape, or stone.

**Landscape Only Account.** Any water meter installed to measure the flow of water for irrigation and landscape purposes only.

**Master Meter Account.** A meter that serves multiple tenants in a building and may include but is not limited to water used for common areas such as toilets, urinals, laundry, irrigation equipment and pools.

**Multi-Family.** A residential property with two or more units on the premises. This may include master metered or individually metered units.

**Multi-Family Individual Meter Account.** A meter that serves only one unit and does not include outdoor or landscape water use.

**New Water Account.** A new water service connection where one was not previously installed.

**Responsible Person or Party.** Also referred to as the water customer or any other party responsible for the violation.

**Potable Water.** Water suitable or intended for human consumption.

**Single-Family.** A residential property with one unit.

**Shortage.** The actual or projected demand for water placed upon the water supply system by water customers which exceeds the actual supply, where the actual supply of water is the amount of water available for delivery from the municipal water supply system for subsequent delivery to water customers.

**Water:** All potable water supplied from the municipal water supply system to any water customer. Non-potable water that is metered separately is excluded.

**Water Customer.** The person designated on the water account records maintained by the City as the person responsible for payment of charges incurred for the use of the water supply system.

**Water Demand.** The amount of water used by water customers.

**Water Feature.** A design element in which open water performs an aesthetic or recreational function. Water features may include waterfalls, fountains, and streams, where water is artificially supplied. Constructed wetlands used for on-site wastewater treatment or stormwater best management practices that are not irrigated and are used solely for water treatment or stormwater retention are not water features. Ponds, hot tubs, spas, permanent swimming or wading pools are not considered water features.

**Water Use Allowance.** The amount of water assigned to water customers based on a percentage of the baseline water usage.

## **Appendix B: Water Use Allowances, Penalties, and Adjustments**

### **Summary of Allowances**

A Water Use Allowance (WUA) is the maximum allowable amount of water that could be used by a water customer and it is calculated as a percent reduction in the amount of water available for each water customer in the City of Santa Monica for the duration of a declared water shortage.

The WUA is calculated as a percentage of the baseline year's water usage. The baseline is calendar year 2013. Each water customer will receive a WUA for each billing period. A billing period is approximately 60-days.

Public agency, including but not limited to the City of Santa Monica, Caltrans, Santa Monica-Malibu Unified School District, individual landscape only accounts may be combined and receive one WUA. Water Use Allowances for new water accounts, new water customers, properties vacant in 2013, and water accounts with zero usage in 2013 will be based on the average usage of water customers in the same water customer class (single-family, multi-family, mixed-use, commercial, industrial, landscape, etc.) with the same meter size.

For example a single-family water customer whose home was vacant due to a remodel in 2013 and as a result of the remodel their meter size increased from  $\frac{3}{4}$  inch to two inch because the house size increased significantly, shall get a WUA that is the average of other single-family homes with a two inch meter.

### **Applicability of Water Allowances for Stages 2, 3, 4, 5 and 6**

A Water Use Allowance (WUA) is established for each water customer. The WUA shall not apply to:

- (A) Any water customer of the City of Santa Monica during a Stage 1 (Voluntary) water supply shortage stage.
- (B) Any water customer account designated for municipal non-potable water.

### **Water Use Allowance Formulas**

The Water Use Allowance formula for residential water customers is:

- The average daily baseline use per billing period x the % of water available or the residential threshold; whichever is higher

The Water Use Allowance formula for commercial and landscape water customers is:

- The average daily baseline use per billing period x the % of Water Available

Water Available corresponds to the maximum shortage percent for each water shortage Stage. For example, Stage 2 is for a shortage level of 10%-20%, so the Water Available is 80%.

**Table B-1: Water Use Allowances for all Water Customers (Per Billing Period) \***

	<b>Stage 1</b>	<b>Stage 2</b>	<b>Stage 3</b>	<b>Stage 4</b>	<b>Stage 5</b>	<b>Stage 6</b>
	90% Water Available Per Customer	80% Water Available Per Customer	70% Water Available Per Customer	60% Water Available Per Customer	50% Water Available Per Customer	45% Water Available Per Customer
Single-Family	Ave. daily baseline x 0.9 or 22 HCF; whichever is higher	Ave. daily baseline x 0.8 or 22 HCF; whichever is higher	Ave. daily baseline x 0.7 or 22 HCF; whichever is higher	Ave. daily baseline x 0.6 or 16 HCF; whichever is higher	Ave. daily baseline x 0.5 or 16 HCF; whichever is higher	Ave. daily baseline x 0.45 or 16 HCF; whichever is higher
Multi-Family	Ave. daily baseline x 0.9 or 11 HCF per unit; whichever is higher	Ave. daily baseline x 0.8 or 11 HCF per unit; whichever is higher	Ave. daily baseline x 0.7 or 11 HCF per unit; whichever is higher	Ave. daily baseline x 0.6 or 8 HCF per unit; whichever is higher	Ave. daily baseline x 0.5 or 8 HCF per unit; whichever is higher	Ave. daily baseline x 0.45 or 8 HCF per unit; whichever is higher
Commercial	Ave. daily baseline x 0.9	Ave. daily baseline x 0.8	Ave. daily baseline x 0.7	Ave. daily baseline x 0.6	Ave. daily baseline x 0.5	Ave. daily baseline use x 0.45
Landscape	Ave. daily baseline use x 0.9	Ave. daily baseline use x 0.8	Ave. daily baseline use x 0.7	Ave. daily baseline use x 0.6	Ave. daily baseline use x 0.5	Ave. daily baseline use x 0.45

*\*HCF is hundred cubic feet*

**Residential Water Conservation Thresholds**

Thresholds for Water Shortage Supply Stages 2 & 3

- Penalties will not be imposed for single family customers using less than 22 HCF per bi-monthly billing period and each multi-family unit per building using less than 11 HCF per bi-monthly billing period.

Thresholds for Water Shortage Supply Stages 4, 5 & 6

- Penalties will not be imposed for single family customers using less than 16 HCF per bi-monthly billing period and each multi-family unit per building using less than 8 HCF per bi-monthly billing period.

### **Water Use Allowance Exceedance Penalties**

When a Responsible Party exceeds the applicable WUA during a billing period, a Penalty may be imposed through the issuance of an administrative citation. The citation fine amount will be calculated as set forth below.

- First violation penalty: \$250
- Second violation penalty (within twelve months of the first violation): \$500
- Third violation penalty (within twelve months of the second violation): \$1,000

Any Responsible party that exceed the WUA three times may be required to have a water audit performed by a licensed engineering firm having water audit experience and all related expenses paid by the Responsible Party. The audit must be performed and a full report submitted to the City of Santa Monica within 30-days of notice. The audit report must include how the audit was administered, list all interior and exterior uses of domestic and non-domestic water uses, results of the audit, recommendations, and return on investment calculations. The City may require the implementation of the audit recommendations as a precondition to granting any request for a WUA Adjustment.

Any Responsible Party that exceed the WUA seven or more times may have a flow restrictor installed in the meter which restricts the flow of water going into the building, be charged with a Civil Penalty, and/or be charged with a criminal penalty.

### **Waiver of Penalty**

Any Responsible Party that receives a first violation WUA exceedance penalty may choose to have a water use audit conducted by the City. Upon successful completion of the audit, the penalties associated with the first violation shall be waived. The City Manager or his or her designee is authorized to develop regulations to implement the audits consistent with the policies, objectives and priorities of this Plan.

### **Water Use Allowance Adjustment**

Application for Water Use Allowance Adjustment

- Comply with requirements listed under Required Finding for an Adjustment.
- Fill out a Water Use Allowance Adjustment Application available at 1685 Main Street, City Hall East, Santa Monica, CA 90401.
- Submit completed application and required supporting documentation (such as photographs, itemized receipts, maps, drawings, engineering reports, water audit reports, utility bill showing participation in any low income assistance program, or other pertinent information) by mail or in-person at 1685 Main Street, City Hall East, Santa Monica, CA 90401.

### **Approval Authority**

The Adjustment Administrator will exercise approval authority and act upon any completed Water Use Allowance Adjustment Application after submittal and may approve, conditionally approve, or deny the adjustment request. The applicant requesting the adjustment will be notified in writing of any action taken.

The decision of the Adjustment Administrator shall be issued within sixty days after the conclusion of the hearing or the submission of all written materials if no hearing is conducted. The applicant may appeal any such decision pursuant to Chapter 7.16.060 of the Santa Monica Municipal Code. Unless specified otherwise at the time the adjustment is approved, the adjustment applies to the subject property during the term of the applicable stage of the WSCP.

### **Required Findings for an Adjustment**

An application for an adjustment will be denied unless the approving authority finds, based on the information provided in the application, supporting documentation, and/or such additional information as may be requested, and on water use information for the property as shown by the records of the City of Santa Monica, all the following:

- 1) The subject property has implemented all practical water saving measures at minimum, unless unique circumstances that makes meeting these requirements impossible:
  - a) High-efficiency toilets (uses 1.28 gallons per flush or less)
  - b) High-efficiency urinals (uses 0.125 gallons or less per flush or is waterless)
  - c) High-efficiency showerheads (uses 1.8 gallons per minute or less)
  - d) High-efficiency faucets (uses 1.2 gallons per minute or less for residential or guest rooms; uses 0.5 gallons per minute or less for commercial)
  - e) No leaks anywhere on the property
  - f) No irrigation runoff and overspray
- 2) That the adjustment does not constitute a grant of special privilege inconsistent with the limitations placed upon other City of Santa Monica water customers.
- 3) That because of special circumstances applicable to the property or its use, the requirements of the Water Shortage Response Plan would have a disproportionate impact on the property or use that exceeds the impacts to customers generally.
- 4) That the adjustment will not materially affect the ability of the City of Santa Monica to effectuate the purpose of the Water Shortage Response Plan and will not be detrimental to the public interest.

**Residential Water Conservation Threshold Assumptions**

The water use allowance is a percentage of 2013 water usage. Each water customer will receive a WUA for each billing period. Residential water customers that are at or below the residential water conservation threshold will not need to reduce water use.

Assumptions for Calculating the Residential Water Conservation Thresholds:

- Number of Single Family Residents per Home = 4 (based on 2010 Census data)
- Number of Multi-Family Residents per Unit = 2 (based on 2010 Census data)
- Gallons Per Capita per Day (GPCD) water usage (see tables below)

**Table B-2: Water Use Gallons Per Capita per Day Assumptions Stage 2 & 3**  
(based on AWWA Residential End Uses Report and pre-2013 plumbing code standards)

<b>Allocated water use is 68 gallons GPCD</b>		
Toilets	5 flushes x 1.6 gallons per flush	8.0
Shower/bath	5 min x 2.5 gallons per minute	12.5
Clothes Washer	1/3 load	6.0
Kitchen/Dishwasher	4 GPCD	4.0
Bathroom Sinks	4 GPCD	4.0
Inside Total (GPCD)		34.5
Cleaning/outdoor Use		33.5
<b>TOTAL</b>		<b>68.0 GPCD</b>

**Table B-3: Water Use Gallons Per Capita per Day Assumptions Stage 4, 5, & 6**  
(based on AWWA Residential End Uses Report and pre-2013 plumbing code standards)

<b>Allocated water use is 50 gallons per capita per day (GPCD)</b>		
Toilets	5 flushes x 1.6 gallons per flush	8.0
Shower/bath	5 min x 2.5 gallons per minute	12.5
Clothes Washer	1/3 load	6.0
Kitchen/Dishwasher	4 GPCD	4.0
Bathroom Sinks	4 GPCD	4.0
Inside Total (GPCD)		34.5
Cleaning/outdoor Use		15.5
<b>TOTAL</b>		<b>50.0 GPCD</b>

**Water Conservation Threshold Calculations**

**Single-family**

Stage 2 & 3:

- 68 gallons GPCD x 4 people x 60 days (bi-monthly billing period) / 748 gallons (HCF) = 22 HCF

Stage 4, 5 & 6:

- 50 gallons GPCD x 4 people x 60 days (bi-monthly billing period) / 748 gallons (HCF) = 16 HCF

**Multi-family:**

Stage 2 & 3:

- 68 gallons GPCD x 2 people x 60 days (bi-monthly billing period) / 748 gallons (HCF) = 11 HCF

Stage 4, 5 & 6:

- 50 gallons GPCD x 2 people x 60 days (bi-monthly billing period) / 748 gallons (HCF) = 8 HCF

**Table B-4: Threshold Water Use Billing Unit (HCF) Summary**

	<b>Stage 2 &amp; 3</b>	<b>Stages 4, 5 &amp; 6</b>
Single Family Water Account	22 HCF/bi-monthly billing period	16 HCF / bi-monthly billing period
Multi-Family Master Meter Water Account	11 HCF//unit/ bi-monthly billing period	8 HCF / unit / bi-monthly billing period



**Appendix C: Multi-hazard Functional Plan**

[https://www.smgov.net/Departments/OEM/Preparedness/Multi-Hazard\\_Plan.aspx](https://www.smgov.net/Departments/OEM/Preparedness/Multi-Hazard_Plan.aspx)

**Appendix D: All Hazards Mitigation Plan**

[https://www.smgov.net/uploadedFiles/Departments/Public Works/Water/SantaMonica AHMP FINAL 8May2014\(1\).pdf](https://www.smgov.net/uploadedFiles/Departments/Public%20Works/Water/SantaMonica_AHMP_FINAL_8May2014(1).pdf)