



**ATTACHMENT G:**  
SMARTS USER GUIDE



## SMARTS User Guide

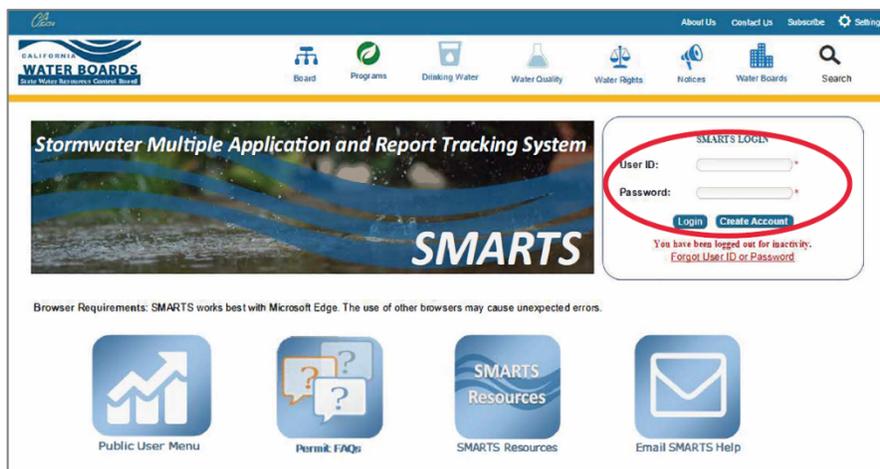
### Part 1: Submitting Project Information in SMARTS

Use the State’s Storm Water Multiple Application & Report Tracking System (SMARTS) system to determine the preliminary Risk Level for a Traditional construction project or to determine the post-construction water balance for the project.

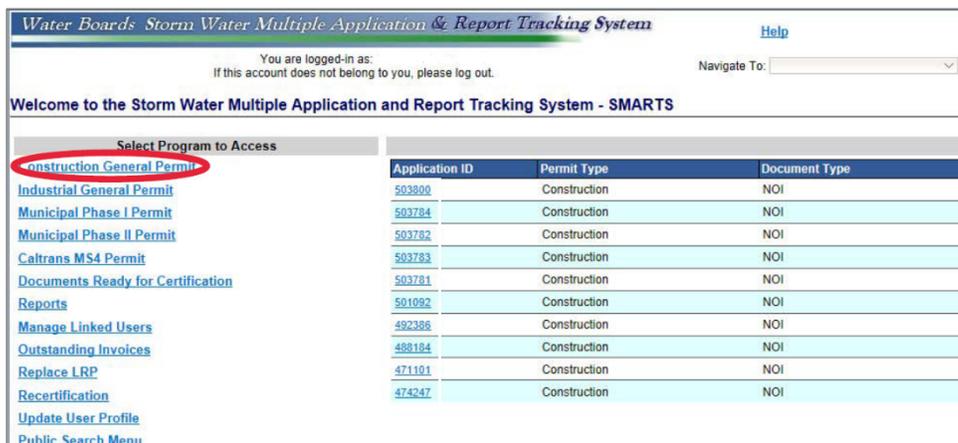
**Step 1:** If you do not have access to SMARTS use the guide for getting a SMARTS account at the following link:

[https://smarts.waterboards.ca.gov/smarts/faces/help/new\\_user\\_registration.pdf](https://smarts.waterboards.ca.gov/smarts/faces/help/new_user_registration.pdf)

**Step 2:** Login to your SMARTS account. ↻



**Step 3:** Navigate to Construction General Permit. ↻





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Step 4: Navigate to New NOI/Waiver Application.

*Water Boards Storm Water Multiple Application & Report Tracking System* [Help](#)

You are logged-in as: \_\_\_\_\_  
If this account does not belong to you, please log out. Navigate To: \_\_\_\_\_

**Welcome to Storm Water Multiple Application Reporting and Tracking System - SMARTS**

**Construction Permit Menu**

- New NOI/Waiver Application**
- Active NOIs
- Pending NOIs/NOTs/COIs
- Terminated NOIs
- Annual/Ad hoc Reports
- CBPEL/SG - QSD
- Back to Main Menu

Application ID WDID	Application Type	Status
503800	Construction - NOI	Not Submitted
471101	Construction - NOI	Not Submitted
503781	Construction - NOI	Not Submitted

Step 5: Navigate to Construction Storm Water General Permit.

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You are logged-in as: \_\_\_\_\_  
If this account does not belong to you, please log out. Navigate To: \_\_\_\_\_

**Start New Storm Water Application**

Please click on the appropriate link to start an application

**Select Permit Type**

- Construction Storm Water General Permit**
- Caltrans Construction Projects
- Region 8 MS4 Capitol Improvement Projects
- Lake Tahoe Construction Permit

Step 6: Select the Owner/Operator.

*Water Boards Storm Water M*

You are logged-in as: \_\_\_\_\_  
If this acco

**Construction**

Please select the owner/operator of the new NO

Project	Organization ID
<input type="radio"/>	653632
<input type="radio"/>	641977
<input type="radio"/>	640796
<input type="radio"/>	0

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**Step 7:** Go to the Site Info tab and enter the project information.

**Step 8:** Take a Screen Shot and Save for submittal.

**Step 9:** Click the Save & Continue button. ↻

*Water Boards Storm Water Multiple Application & Report Tracking System* [Help](#)

You are logged-in as: Navigate To:   
 If this account does not belong to you, please log out.

**Site Information**

The application is organized into different tabs. Please complete all applicable tabs before submitting the form. If you want to complete the application at a later time, please click on "Save & Exit".

WDID/App ID: - 503804 Owner:  
 Status: Not Submitted Site:  
 Order No: 2009-0009-DWQ  
 Permit Type: Construction - NOI

Site Name:  \* Contact First Name:   
 Street Address:  \* Contact Last Name:   
 Address Line 2:  Title:   
 Latitude:  \* Longitude:  \* [Lookup Map](#) Phone:  \*  
 (Decimal degrees only, minimum 5 significant digits Ex: 99.99999) Emergency Phone:   
 City:  All  \* E-mail:   
 County:  Select  \* Total Site Size:  \*  
 Regional Board:  Select  \*  
 State/Zip: CA  \*

**Additional Information (Construction Specific)**

Total Area to be Disturbed:  Acres \* Percent of Total Disturbed:   
 Imperviousness Before Construction:  % \* Imperviousness After Construction:   
 Tract Number(s):   
 Mile Post Marker:   
 Is the construction site part of larger common plan of development?  Yes  No \*  
 Name of plan or development:   
 Construction Commencement Date:  (mm/dd/yyyy)  
 Complete Grading Date:  (mm/dd/yyyy) Complete Project Date:

**Type of Construction**

Construction  
 Residential  Commercial  Industrial  Reconstruction  Transportation  Utility:   
 Other:  \*  
 Linear Utility Project  
 Above Ground  Below Ground  Gas Line  Water/Sewer Line  Communication Line  Cable Line  Electrical  
 Other:  \*



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### Part 2: Preliminary Risk Level Calculation

To determine the preliminary Risk Level for a Traditional construction project, use the State’s Storm Water Multiple Application & Report Tracking System (SMARTS) system.

**Steps 1 – 9:** Complete Steps 1-9 in Part 1.

**Step 10:** Navigate to the Risk tab.

**Step 11:** Click on the Erosivity Calculator in the Sediment Risk Factor Worksheet. 

Owner Info	Developer Info	Site Info	Risk	Addl. Site Info	Post Construction	Billing Info	Attachments	Certification	Reports	Inspections	Print	Status History	Linked Users	NOTS	COIs	
<b>SEDIMENT RISK FACTOR WORKSHEET</b> Instructions: Enter R,K and LS factor values. System will calculate watershed erosion estimates and site sediment risk factor <b>A. Sediment Risk</b>																
A) R Factor Value: <a href="#">(What's this?)</a>														<input type="text"/>		<input type="button" value="Erosivity Calculator"/>
B) K Factor Value (weighted average, by area, for all site soils) <a href="#">(What's this?)</a> ***If not using the SWRCB map(Populate K Factor) upload your analysis on the Attachment Tab prior to submitting to the SWRCB.														<input type="text"/> *		<input type="button" value="Populate K Factor"/>
C) LS Factor (weighted average, by area, for all slopes) <a href="#">(What's this?)</a> ***If not using the SWRCB map(Populate LS Factor) upload your analysis on the Attachment Tab prior to submitting to the SWRCB.														<input type="text"/> *		<input type="button" value="Populate LS Factor"/>
<b>Watershed Erosion Estimate (=R*K*LS) in tons/acre</b>														<input type="text"/>		
<b>Site Sediment Risk Factor</b> Low Sediment Risk: < 15 tons/acre Medium Sediment Risk: >= 15 and <75 tons/acre High Sediment Risk: >= 75 tons/acre														<input type="text"/>		





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**Step 13:** Navigate back to the SMARTS **Sediment Risk Factor Worksheet** and fill in the **R** factor with the calculated erosivity index value.

**Step 14:** Populate the **K Factor** and the **LS Factor**. ↻

Owner Info	Developer Info	Site Info	Risk	Addl. Site Info	Post Construction	Billing Info	Attachments	Certification	Reports	Inspections	Print	Status History	Linked Users	NOTs	COIs
<b>SEDIMENT RISK FACTOR WORKSHEET</b> Instructions: Enter R,K and LS factor values. System will calculate watershed erosion estimates and site sediment risk factor <b>A. Sediment Risk</b>															
A) R Factor Value: <a href="#">(What's this?)</a>															
B) K Factor Value (weighted average, by area, for all site soils) <a href="#">(What's this?)</a> ***If not using the SWRCB map(Populate K Factor) upload your analysis on the Attachment Tab prior to submitting to the SWRCB.															
C) LS Factor (weighted average, by area, for all slopes) <a href="#">(What's this?)</a> ***If not using the SWRCB map(Populate LS Factor) upload your analysis on the Attachment Tab prior to submitting to the SWRCB.															
<b>Watershed Erosion Estimate (=R*K*LS) in tons/acre</b>															
<b>Site Sediment Risk Factor</b> Low Sediment Risk: < 15 tons/acre Medium Sediment Risk: >= 15 and <75 tons/acre High Sediment Risk: >= 75 tons/acre															

**Step 15:** Read the three questions outlined in the **Receiving Water (RW) Risk Factor Worksheet** and Select **Yes** if the answer is yes to any of the three questions. Select **No** if the answer is no to all three questions.

**Step 16:** Select **Populate Receiving Water Risk**. ↻

<b>RECEIVING WATER (RW) RISK FACTOR WORKSHEET</b> <b>A. Watershed Characteristics</b>		
A.1.(a) Does the disturbed area discharge directly or indirectly to a 303(d) listed waterbody impaired by sediment? <p style="text-align: center;"><u>OR</u></p> A.1.(b) Is the disturbed area located within a sub-watershed draining to a 303(d) listed waterbody impaired by sediment? <p style="text-align: center;"><u>OR</u></p> A.2. Is the disturbed area located within a planning watershed draining to a waterbody with designated beneficial uses of COLD, SPAWN AND MIGRATORY?		Populate Receiving Water Risk: <b>Select</b> ▼  Yes = High, No = Low  <a href="#">Statewide Map of High Receiving Water Risk Watersheds</a>



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\*Note that the **Combined Risk Level Matrix** automatically populates from the **Sediment and Receiving Water Risk Factor Worksheets**.

**Step 17:** Take a Screen Shot and save for submittal. Press **Save & Continue**. 

C. Combined Risk Level Matrix

		Sediment Risk		
		Low	Medium	High
Receiving Water Risk	Low	Level1	Level2	
	High	Level2		Level3

Project Sediment Risk:

Project Receiving Water Risk:

Project Combined Risk:

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Save & Exit



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### Part 3: Post-Construction Water Balance:

To determine the post-construction water balance for the project, use the State's **Storm Water Multiple Application & Report Tracking System (SMARTS)** system.

**Steps 1 – 9:** Complete Steps 1-9 in **Part 1**.

**Step 10:** Go to the **Post Construction** tab and answer the questions. Questions will appear in SMARTS as questions are answered. Below are a few possible outcomes.

#### Option 1:

Owner Info	Developer Info	Site Info	Risk	Addl. Site Info	Post Construction	Permitting Info	Attachments	Certification	Requirements	Reports	Inspections	Print	Status History	Linked Users	NOTs	COIs
Is the project located within a permitted Phase I or Phase II Municipal Separate Storm Sewer System (MS4) area? <span style="float: right;">Yes ▼</span>																
<b>Note: Non-traditional small MS4s that lie within a Phase I or II MS4 area but are NOT designated must comply with the Construction General Permit post construction calculator.</b>																
Does the Phase I or Phase II MS4 have an approved Stormwater Management Plan (SWMP) that includes post-construction requirements? <span style="float: right;">Yes ▼</span>																
<a href="#">Upload documentation to demonstrate compliance with the Phase I or Phase II MS4 post-construction requirements</a>																
Save & Exit   Save & Continue																

#### Option 2:

Is the project located within a permitted Phase I or Phase II Municipal Separate Storm Sewer System (MS4) area? <span style="float: right;">Yes ▼</span>																									
<b>Note: Non-traditional small MS4s that lie within a Phase I or II MS4 area but are NOT designated must comply with the Construction General Permit post construction calculator.</b>																									
Does the Phase I or Phase II MS4 have an approved Stormwater Management Plan (SWMP) that includes post-construction requirements? <span style="float: right;">No ▼</span>																									
Will the project use an alternative method to calculate runoff volume or use different site design measures than those listed in the CGP calculator? <span style="float: right;">No ▼</span>																									
Will the project be subdivided into smaller sub-areas or drainage management areas? <span style="float: right;">Yes ▼</span>																									
<b>Sub Areas:</b>																									
<table border="1"> <thead> <tr> <th>Sub Area ID</th> <th>Name</th> <th>County</th> <th>Size(acres)</th> <th>Delete</th> </tr> </thead> <tbody> <tr> <td colspan="5">Add New Sub Area</td> </tr> </tbody> </table>																Sub Area ID	Name	County	Size(acres)	Delete	Add New Sub Area				
Sub Area ID	Name	County	Size(acres)	Delete																					
Add New Sub Area																									





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**Step 11:** If **Option 3** appears, type in the **INPUT** information for Watershed, Pre-Construction, and Post-Construction. Then press **Compute & Save**.

Is the project located within a permitted Phase I or Phase II Municipal Separate Storm Sewer System (MS4) area? Yes ▾

**Note: Non-traditional small MS4s that lie within a Phase I or II MS4 area but are NOT designated must comply with the Construction General Permit post construction calculator.**

Does the Phase I or Phase II MS4 have an approved Stormwater Management Plan (SWMP) that includes post-construction requirements? No ▾

Will the project use an alternative method to calculate runoff volume or use different site design measures than those listed in the CGP calculator? No ▾

Will the project be subdivided into smaller sub-areas or drainage management areas? No ▾

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**INPUT FOR WATERSHED:** Enter watershed details and click on the Compute & Save button.

I.a. Name:

I.b. County:

I.c. Closest Location:

I.d. Size(acres):

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**Pre-Construction INPUT**

I.e. Dominant Soil Type:

I.f. Existing Dominant Non-built Land Use Type:

I.g. Existing rooftop impervious area(acres):

I.h. Existing non-rooftop impervious area(acres):

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**Post-Construction INPUT**

I.i. Proposed Dominant Non-built Land Use Type:

I.j. Proposed rooftop impervious area(acres):

I.k. Proposed non-rooftop impervious area(acres):

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**OUTPUT:**

O.a. Existing Runoff Curve Number:	<input type="text"/>	O.d. Proposed Runoff Curve Number:	<input type="text"/>
O.b. Design Storm(inches):	<input type="text"/>	O.e. Net Credit of Volume Credits(Cubic feet):	<input type="text"/>
O.c. Pre-project Runoff Volume(Cubic Feet):	<input type="text"/>	O.f. Post-project Runoff Volume(Cubic Feet):	<input type="text"/>
O.g. Post-project Runoff Volume minus Volume Credits(Cubic Feet):	<input type="text"/>		

To delete the watershed please click on the delete button below:



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**Step 12:** One of the following messages will appear:

If you see: **\*\*\*Pre-project Runoff Volume >= Post-project Runoff Volume. No further calculation is necessary!** You are done with the Post-Construction calculations. Take a screen shot and save for submittal. Select **Save & Continue**.

- OR -

If you see: **\*\*\*Post-project Runoff Volume > Pre-project Runoff Volume. Please perform volume credit calculations by clicking on the link below**, then you must move on to **Step 13**.

**Step 13:** Complete the **Volume Credit Calculator Worksheet**. Click on the runoff reduction measures (porous pavement, tree planting, downspout disconnection, impervious area disconnection, green roof, stream buffer, vegetative swale, rain barrels/cisterns, soil quality) used on the project. Enter in the requested information for each applicable reduction measure and press **Compute & Save** for each measure.

Following is the requested information required for each runoff reduction measure:



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**Volume Credit Calculator Worksheets:**

**Formula** **Credit(Cubic Feet)**

[A\\_Porous Pavement](#)

Input		Output
Area of Brick without Grout on less than 12 inches of base with at least 20% void space over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.00"/> (Square feet)
Area of Brick without Grout on more than 12 inches of base with at least 20% void space over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.0"/> (Square feet)
Area of Cobbles less than 12 inches deep and over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.0"/> (Square feet)
Area of Cobbles more than 12 inches deep and over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.0"/> (Square feet)
Area of Reinforced Grass Pavement on less than 12 inches of base with at least 20% void space over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.00"/> (Square feet)
Area of Reinforced Grass Pavement on at least 12 inches of base with at least 20% void space over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.0"/> (Square feet)
Area of Porous Gravel Pavement on less than 12 inches of base with at least 20% void space over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.00"/> (Square feet)
Area of Porous Gravel Pavement on at least 12 inches of base with at least 20% void space over soil	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.00"/> (Square feet)
Area of Poured Porous Concrete or Asphalt Pavement with less than 4 inches of gravel base (washed stone)	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.0"/> (Square feet)
Area of Poured Porous Concrete or Asphalt Pavement with 4 to 8 inches of gravel base (washed stone)	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.0"/> (Square feet)
Area of Poured Porous Concrete or Asphalt Pavement with 8 to 12 inches of gravel base (washed stone)	<input type="text" value="0"/> (Square feet)	<input type="text" value="0.0"/> (Square feet)
Area of Poured Porous Concrete or Asphalt Pavement with 12 or more inches of gravel base (washed stone)	<input type="text" value="0"/> (Square feet)	<input type="text" value="0"/> (Square feet)

**Total Credit Volume:(cubic feet)**

**Compute & Update**

[B\\_Tree Planting](#)

Input		Output
Number of Proposed Evergreen trees to be planted	<input type="text"/>	<input type="text"/> (Square feet)
Number of Proposed Deciduous trees to be planted	<input type="text"/>	<input type="text"/> (Square feet)
Square feet under an existing tree canopy, that will remain on the property, with an average diameter at 4.5 feet above grade (i.e., diameter at breast height or DBH) is LESS than 12 in diameter	<input type="text"/>	<input type="text"/> (Square feet)
Square feet under an existing tree canopy, that will remain on the property, with an average diameter at 4.5 feet above grade (i.e., diameter at breast height or DBH) is 12 in diameter or GREATER	<input type="text"/>	<input type="text"/> (Square feet)

**Total Credit Volume(cubic feet):**

**Compute & Update**

[C\\_Downspout Disconnection](#)

Note: If you answer yes to all questions, all rooftop area draining to each downspout will be subtracted from your proposed rooftop impervious coverage. [Credit will be provided in the Soil Quality Worksheet.](#)

Do downspouts and any extensions extend at least six feet from a basement and two feet from a crawl space or concrete slab? Select ▼

Is the area of rooftop connecting to each disconnected downspout 600 square feet or less? Select ▼

Is the roof runoff from the design storm event fully contained in a raised bed or planter box, or does it drain as sheet flow to a landscaped area large enough to contain the roof runoff from the design storm event? Select ▼

The Stream Buffer and/or Vegetative Swale credits will not be taken in this sub-watershed area? Select ▼

**Percent of proposed rooftop with disconnected downspouts:(%)**

**Compute & Update**

Equivalent Volume:(cubic feet)



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H. Rain Barrels/Cisterns

Input	
Total number of rain barrel(s)/cistern(s)	<input type="text"/>
Average capacity of rain barrel(s)/cistern(s) in Gallons	<input type="text"/>
<b>Total Credit Volume:</b> <input type="text"/>	
<b>Compute &amp; Update</b>	

I. Soil Quality

Note: If the Soil Quality Volume is larger than or equal to the sum of the Downspout Disconnection, Impervious Disconnection, and Landscape area Rainfall Volumes, then credit will be provided for the sum (Downspout, Impervious & Landscape). If this is not true, then credit will be provided for the Soil Quality Volume only.

Will the soils used for landscaping meet the ideal bulk densities listed in the TABLE1 below? Select ▼

Do you know the area-weighted bulk density within the top 12 inches for soils used for landscaping? Select ▼

Average depth of landscaped soil media(inches):

Total area of the landscaped areas meeting criteria(aces):

**Compute & Update**

Soil Quality Equivalent Volume:(cubic feet)

Downspout Disconnection Equivalent Volume:(cubic feet)

Impervious Area Equivalent Volume:(cubic feet)

Total Credit Volume: (cubic feet)

Sands, loamy sands	<1.6
Sandy loams, loams	<1.4
Sandy clay loams, loams, clay loams	<1.4
silt, silt loams	<1.3
silt loams, silty clay loams	<1.1
sandy clays, silty clays, some clay loams(35-45% clay)	<1.1
clays(>45% clay)	<1.1

**Step 14:** Take a screen shot and save for submittal. Select **Save & Continue**.