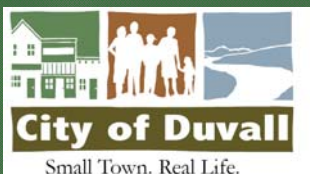




**CITY OF DUVALL PHASE II NPDES
2008 STORMWATER MANAGEMENT
PROGRAM (SWMP)
Revised March 31, 2009**



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INTRODUCTION

The National Pollutant Discharge Elimination System (NPDES) Permit Program is intended to protect and restore surface water quality. The City of Duvall was designated by the Environmental Protection Agency (EPA) as municipal separate storm sewer systems (MS4's) for inclusion in the Phase II NPDES Permit Program.

Coverage under the Phase II NPDES Permit will authorize discharge of stormwater to waters of the state of Washington in accordance with the Federal Clean Water Act. Discharges covered under this Permit must effectively prohibit non-stormwater discharges into storm sewers that discharge to surface waters and must apply controls to reduce the discharge of pollutants. The Washington State Department of Ecology (DOE) is administering the NPDES Permit (Permit) for the EPA.

The practices specified in the Permit are collectively referred to as the Stormwater Management Program (SWMP). The development and annual maintenance of the SWMP is required as part of Permit compliance and annual reporting requirements.

The City of Duvall SWMP document has been organized to reflect the structure of the February 16, 2007 Permit and addendums provide by the DOE. The SWMP summarizes compliance for requirements within sections of the Permit including:

- Authorized Discharges (Permit section S2).
- Responsibilities of Permittees (S3).
- Compliance with Standards (S4).
- Development and implementation of a SWMP to reduce discharge of pollutants (S5.A and S5.B).
- Public Education and Outreach (S5.C.1).
- Public Involvement and Participation (S5.C.2).
- Illicit Discharge Detection and Elimination (S5.C.3).
- Controlling Runoff from new Development, Redevelopment, and Construction (S5.C.4).
- Pollution Prevention and Operation and Maintenance for Municipal Operations (S5.C.5).
- Stormwater Management Program for Secondary Permittees (S6).
- Compliance with Total maximum Daily Load Requirements (S7).
- Monitoring (S8).
- Reporting Requirements (S9).
- The Annual Report Form from the previous year (Appendix A).

Various requirements are phased into effect throughout the five-year permit period that expires on February 15, 2012. The Permit requires the City to report on progress and submit related documentation on March 31st of each year during the Permit period. The annual reporting requirements include:

1. This SWMP reporting how the City of Duvall has met the phased annual requirements and how the city plans to address future requirements within the Permit period.
2. Posting of the SWMP on the City website.
3. Submittal of an annual report documenting Permit compliance for the previous reporting year along with supporting documentation as required.

Implementation of the Permit and annual reporting is currently being championed by the Duvall Public Works Department with input and review by the Duvall Planning Department, Building Department, City Administration, consulted specialists and citizen comment and feedback.

Additional Permit information, including the Western Washington Phase II Municipal Stormwater Permit Special and General Conditions, Annual Report Form for Cities, Towns, and Counties, Acronyms and Definitions from the Permit, and Guidelines for City and County Annual reports are located on Ecology's website:

<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/phaseIIww/wwphiipermit.html>

S2: AUTHORIZED DISCHARGES

The Permit authorizes the discharge of stormwater to surface waters and ground waters of the state from municipal separate storm sewer systems (MS4's) owned or operated by the City of Duvall as covered by the Permit and described in this SWMP. Per Section S2 of the Permit, the City of Duvall shall allow authorized and permitted discharge into the stormwater system as summarized in this SWMP. The Permit does not relieve entities from responsibility or liability associated with oil spills or other hazardous substance spills.

Discharge to groundwater and non-stormwater flows are restricted per Section S2 of the Permit as follows: *Discharges to groundwater regulated under the Underground Injection Control Program (WAC Chapter 173-218) and other the State Water Pollution Control Act (RCW Chapter 90.48) are not covered under the permit. The permit authorizes discharge of non-stormwater flows to surface waters if:*

1. *The discharge is authorized by a separate NPDES permit or a State Waste Discharge permit.*
2. *The discharge is from emergency fire-fighting activities.*
3. *The discharge is from another source that is managed by the permittee that is:*
 - a. *Relatively small or natural per S5.C.3.b (i.e. footing drains, flow from wetlands).*
 - b. *Relatively small or natural for secondary permittees per S6.D.3.b (i.e. footing drains, flow from wetlands).*

S3: RESPONSIBILITIES OF PERMITEES

Per Section S3 of the Permit, the City of Duvall shall be responsible for compliance with the terms of the Permit as summarized in this SWMP.

S4: COMPLIANCE WITH STANDARDS

Per Section S4 of the Permit, The City of Duvall is responsible for compliance with the following standards as summarized within this SWMP:

- A. The discharge of toxicants to waters of the state of Washington which would violate water quality standards is prohibited.
- B. The Phase II NPDES Permit does not authorize violation of the state of Washington water quality standards.
- C. The permittee shall reduce the discharge of pollutants to the Maximum Extent Possible (MEP).
- D. The permittee shall use All Known and Reasonable methods of prevention, control and Treatment (AKART) to prevent and control pollution to waters of the state of Washington.
- E. The permittee shall comply with all of the applicable requirements of the Phase II NPDES Permit.
- F. The permittee shall report and respond to any violations of any water quality standards per Ecology requirements within the Permit.
- G. Ecology may modify or revoke the Phase II NPDES Permit if Ecology becomes aware of additional control measures, management practices, or other actions beyond what is required in the current Permit.

S5: STORMWATER MANAGEMENT PROGRAM

S5.A and S5.B: Development and Implementation of a SWMP to Reduce Discharge of Pollutants

S5.A: Permit Requirements

Per Section S5.A of the Permit, each permittee shall develop and implement a Stormwater Management Program (SWMP). This SWMP is a set of actions and activities comprising the components listed in S5.B and S5.C.1 through S5.C.5. This SWMP is designed to reduce the discharge of pollutants from the City of Duvall to the maximum extent practicable and to protect water quality.

- 1. This SWMP has been developed and implemented in accordance with the schedules contained within the Permit.
- 2. This SWMP serves as written documentation of the SWMP and is organized in accordance with the Permit and the program components in S5.C. This SWMP shall be updated at least annually for submittal along with the annual report to the DOE.
- 3. This SWMP includes ongoing programs for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation, permit compliance, and to set priorities.
 - a. The City of Duvall has implemented cost tracking for development and implementation of each component of the SWMP using the City's Springbrook financial software system. This information will be provided upon DOE's request following the January 1, 2009 compliance date.

- b. The City of Duvall has implemented tracking of the number of inspections, official enforcement actions, and public outreach activities as stipulated in the individual program components.
4. This SWMP supersedes SWMP descriptions developed by the City of Duvall prior to the date of this Permit.
5. The City of Duvall may elect to coordinate among other permittees to comply with certain conditions of the SWMP. Possible coordination activities including training, public outreach and education, and SWMP development have been identified at this time.

S5.B: Permit Requirements

Per Section S5.B of the Permit, this SWMP is designed to reduce the discharge of pollutants to the maximum extent practicable (MEP), meet State AKART (All Known Available and Reasonable Methods of Treatment) requirements, and protect water quality. Water quality protection activities will not be reduced in response to the Permit and SWMP requirements currently being completed in the City of Duvall. Compliance activities already in effect will be continued regardless of the timeline contained with the Permit.

S5.C.1: Public Education and Outreach

Permit Requirements

Per Section S5.C.1 of the Permit, this SWMP includes a public education and outreach program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the City of Duvall. The Permit requires that the public education and outreach program be in effect no later than February 15, 2009. The goal of the education program is to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts. Specifically, the City's public education and outreach program:

- a. Prioritizes and targets education and outreach activities to specified audiences to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts. Education and outreach efforts will be prioritized to target the following audiences and subject areas:
 - i) General Public
 - General impacts of stormwater flows into surface waters.
 - Impacts from impervious surfaces.
 - Source control BMPs and environmental stewardship actions and opportunities in the areas of pet waste, vehicle maintenance, landscaping and buffers.
 - ii) General public, businesses, including home-based and mobile businesses
 - BMPs for use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and other hazardous materials.
 - Impacts of illicit discharges and how to report them.
 - iii) Homeowners, landscapers and property managers
 - Yard care techniques protective of water quality.
 - BMPs for use and storage of pesticides and fertilizers.
 - BMPs for carpet cleaning and auto repair and maintenance.
 - Low Impact Development techniques, including site design, pervious paving, retention of forests and mature trees.
 - Stormwater pond maintenance.
 - iv) Engineers, contractors, developers, review staff and land use planners
 - Technical standards for stormwater site and erosion control plans.

- Low Impact Development techniques, including site design, pervious paving, retention of forests and mature trees.
 - Stormwater treatment and flow control BMPs.
- b. Has an education and outreach program that is designed to achieve measurable improvements in the specified audience's understanding of stormwater issues and how they can improve stormwater quality. The resulting measurements will be used to direct education and outreach resources most effectively, as well as to evaluate changes in adoption of the targeted behaviors.
- c. Tracks and maintains records of public education and outreach activities.

Current Activities

Current public education and outreach activities include:

- City newsletter information and education updates.
- Distributing information at City Hall and specific events (Duvall Days, Farmer's Market).
- Education and outreach information and links on the City's NPDES web page.
- Annual City-sponsored recycling event including used motor oil and household hazardous waste recycling.
- Collaboration with the Stormwater Outreach for Regional Municipalities (STORM) campaign.
- Summarizing public education and outreach activities in the annual report.
- Develop utility bill inserts to reach all households within the City. Utility bill inserts will address various topics including the following:
 - Landscaping and Yard Care including design, plant selection, mulch, fertilizers, pesticides, herbicides, and compost/disposal.
 - Car washing and proper disposal of Household Waste including recycling, storm drain awareness, and proper disposal for specific pollutants such as paint, hydrocarbons, and antifreeze.
 - Measurement of audiences understanding of, and improvement with respect to, stormwater and how they can improve stormwater quality.
- Develop tracking and success monitoring programs including website and utility billing questionnaires.
- Updating the education and outreach program and the annual report.

Future Activities

The City of Duvall is currently evaluating possible future public education and outreach activities. Future public education and outreach activities may include:

- Completing storm drain stenciling including "Adopt a Drain" neighborhood stenciling program.
- Developing an Illegal Dumping and Littering program including additional awareness, signage, and trash receptacles.
- Developing natural yard care education programs.
- Providing additional used motor oil and hazardous waste recycling events.
- Developing elementary school education programs or events.
- Developing a Low Impact Development (LID) education and outreach program.
- Developing theme-based education events (i.e. Clean Water Awareness Month).

- Continued collaboration with other NPDES municipalities to develop program elements and evaluation techniques.

S5.C.2: Public Involvement and Participation

Permit Requirements

Per Section S5.C.2 of the Permit, this SWMP provides ongoing opportunities for public involvement through advisory councils, watershed committees, participation in developing rate structures, stewardship programs, environmental activities, or other similar activities. The Permit requires that the public involvement and participation program comply with applicable state and local requirements and be in effect no later than February 15, 2008. Section S5.C.2 requires the City to:

- a. Create opportunities for the public to participate in the decision making process involving the development, implementation, and update of the City's entire SWMP.
- b. Make the SWMP, the annual Permit report, and the all other submittals available to the public. The City will post the latest annual report and the SWMP submitted with the latest annual report on the City's NPDES web page.

Current Activities

Current public involvement and participation activities include:

- Implementation of a public hot-line comment and reporting number posted at City Hall and the City's NPDES web page to provide and document public involvement and participation.
- Soliciting public involvement and participation using newsletter articles.
- Completing public hearings, City Council presentations, and other public presentations to collect, document, and implement public feedback.
- Posting of the latest annual report and the SWMP submitted with the latest annual report on the City's NPDES web page following submittal to the DOE.
- Summarizing public involvement and participation activities in the annual report.
- Making the SWMP, the annual Permit report, and the all other submittals available to the public on the City's NPDES web page.
- Continue support of the "Adopt-a-Road" program to promote this anti-litter and litter cleanup program.

Future Activities

The City of Duvall is currently evaluating possible future public involvement and participation activities. Future public involvement and participation activities may include:

- Developing a public comment section within the City's NPDES web page to provide an on-line avenue for public involvement and participation.
- Completing storm drain stenciling including "Adopt a Drain" neighborhood stenciling program.
- Develop a Neighborhood or Home Owner Association Volunteer monitoring program.

S5.C.3: Illicit Discharge Detection and Elimination (IDDE)

Permit Requirements

Per Section S5.C.3 of the Permit, this SWMP includes an ongoing illicit discharge detection and elimination (IDDE) program to detect and remove illicit discharge, illicit connections,

illicit discharges, improper disposal, including any spills into the municipal separate storm sewer system owned or operated by the City. Per the Definitions and Acronyms section of the Permit, an illicit connection means any man-made conveyance that is connected to a municipal separate storm sewer without a permit (examples include sanitary sewer, floor drain, channels, pipelines, conduits, inlets or outlets), excluding roof drains and other similar type connections. Per the Definitions and Acronyms section of the Permit, an illicit discharge means any discharge to the municipal storm sewer system that is not composed entirely of stormwater except discharges pursuant to another NPDES Permit or fire fighting activities. Section S5.C.3 requires the City to:

- a. Develop a storm sewer map no later than February 15, 2011. The storm sewer map shall be periodically updated and shall include the following information:
 - i. The location of all known storm sewer outfalls, receiving waters, and structural stormwater BMP's owned, operated, or maintained by the City. All storm sewer outfalls with a 24-inch nominal diameter or equivalent cross-sectional area shall be mapped to include tributary conveyance (type, material, and size), associated drainage areas, and land use.
 - ii. Develop and maintain a map of all authorized or allowed connections to the separate storm sewer system after the effective date of the Permit.
 - iii. Geographic areas served by the City that do not discharge stormwater to surface waters.
 - iv. The map shall be made available to the DOE upon request.
 - v. The map shall be provided to co-permittees and secondary permittees as possible.
- b. Develop and implement an ordinance prohibiting non-stormwater, illegal discharges, and/or dumping into the storm sewer system to the maximum extent allowable under State and Federal law. The ordinance shall be adopted no later than August 15, 2009.
- c. Develop and implement an on-going illicit discharge detection program. The program shall be implemented no later than August 19, 2011.
- d. Develop and implement an on-going program to inform the public employees, businesses, and the general public about the hazards associated with illegal discharge (in coordination with S.5.C.1) no later than August 19, 2011 and establishment of a public hotline no later than February 15, 2009.
- e. Adopt and implement on-going procedures for program evaluation, assessment, and tracking of illicit discharge, inspections, and public education feedback no later than August 19, 2011 to be included in the annual report
- f. Develop and implement an ongoing training program for IDDE response staff no later than August 15, 2009 and for IDDE identification and response for all municipal field staff no later than February 15, 2010. The City shall document and maintain records of the training provided and staff trained.

Current Activities

Current IDDE activities include:

- Development of a geographical information system (GIS) storm sewer map based on existing in-house information and field mapping as required.
- Implemented an IDDE public hotline to be posted at City Hall and the City's NPDES web page.
- The Duvall Municipal Code (DMC) currently addresses illicit discharges.
- Summarizing IDDE activities in the annual report.

Future Activities

The City of Duvall is currently evaluating possible future IDDE activities. Future IDDE activities will include:

- On-going update of the storm sewer map to create a complete map by February 15, 2011.
- Reviewing and updating codes to be completed by August 15, 2009.
- Developing and implementing an IDDE program by August 15, 2011.
- Develop an IDDE tracking program.
- Developing and implementing an IDDE training program by August 15, 2009

S5.C.4: Controlling Runoff from New Development, Redevelopment, and Construction Sites

Permit Requirements

Per Section S5.C.4 of the Permit, this SWMP includes a program to control runoff from new development, redevelopment, and construction sites. This program is intended for all sites that disturb a land area of one acre or greater including projects less than one acre that are part of a larger common plan of a development. Section S5.C.4 requires the City to:

- a. Develop and adopt an ordinance or other enforceable mechanism or program that addresses runoff from new development, redevelopment, and construction sites no later than August 15, 2009.
- b. Develop and implement a permitting process with plan review, inspections, and enforcement capabilities in accordance with the Permit, including the minimum requirements in Appendix 1 of the Permit to be completed no later than August 15, 2009.
- c. Develop and implement a program to verify adequate long-term operation and maintenance of post-construction stormwater facilities and BMP's to be completed no later than August 15, 2009.
- d. Develop and implement a program for keeping and maintaining records of inspections and enforcement actions.
- e. Make available copies of the "Notice of Intent for Construction Activity" and the "Notice of Intent for Industrial Activity".
- f. Verify that all staff responsible for implementation of the program to control runoff from new development, redevelopment, and construction are trained to complete these activities no later than August 15, 2009.

Current Activities

Current activities to control runoff from new development, redevelopment, and construction sites include:

- Standards and Code requirements that address runoff from new development, redevelopment, and construction sites.
- An existing permitting program that includes review of stormwater runoff from new development, redevelopment, and construction sites. Elements of the review program are based on the 2005 King County Surface Water Design Manual (KCSWDM, 2005) and NPDES requirements for sites one acre or greater.
- An existing program to verify adequate long-term operation and maintenance of post-construction stormwater facilities.

- Development of a GIS based record keeping system in conjunction with the storm sewer map from Permit Section S5.C.3.
- Availability of the "Notice of Intent for Construction Activity" and the "Notice of Intent for Industrial Activity" on the City's NPDES web page and as requested during the permitting process.
- Summarizing activities to control runoff from new development, redevelopment, and construction sites in the annual report.

Future Activities

The City of Duvall is currently evaluating future activities to control runoff from new development, redevelopment, and construction. Future activities to control runoff from new development, redevelopment, and construction may include:

- Developing and adopting a new ordinance or other enforceable mechanism or program that addresses runoff from new development, redevelopment, and construction sites no later than August 15, 2009.
- Developing new plan review, inspection, enforcement, and compliance documentation, tracking, and reporting processes no later than August 15, 2009.
- Revising and implementing a City-wide stormwater facility inspection and maintenance program including baseline evaluations for each facility no later than August 15, 2009.
- Developing a GIS based record keeping system in conjunction with the storm sewer map from Permit Section S5.C.3.
- Developing and implementing a training program no later than August 15, 2009.

S5.C.5: Pollution Prevention and Operation and Maintenance for Municipal Operations

Permit Requirements

Per Section S5.C.5 of the Permit, this SWMP includes a pollution prevention and operation and maintenance for municipal operations program. This program shall be in effect no later than February 15, 2010, includes a training component, and has the ultimate goal of preventing or reducing runoff from municipal operations. Section S5.C.5 requires the City to:

- a. Establish maintenance standards that are at least as proactive as the adopted stormwater manual.
- b. Complete annual inspection and maintenance (if required) of permanent stormwater treatment or flow control facilities other than catch basins. The annual inspection requirement may be reduced based on inspection records.
- c. Complete spot checks and maintenance (if required) of potentially damaged stormwater treatment or flow control facilities after major storm events (greater than 24-hour, 10-year recurrence interval rainfall).
- d. Inspect all catch basins and inlets and cleaning (if required) at least once before the end of the Permit term.
- e. Comply with above inspection requirements to achieve inspection of 95 percent of all sites.
- f. Establish and implement practices to reduce stormwater impacts associated with runoff from streets, parking lots, and roads owned or maintained by the City along with road maintenance activities completed by the City.

- g. Establish and implement policies and procedures to reduce pollutants in discharge from property owned or maintained by the City.
- h. Develop and implement an on-going training program for maintenance staff with job functions that may impact stormwater quality.
- i. Develop and implement a Stormwater Pollution Prevention Plan (SWPPP) for heavy equipment maintenance or storage yards and material storage facilities owned or operated by the City.
- j. Record inspections and maintenance or repair activities.

Current Activities

Current pollution prevention and operation and maintenance for municipal operations program activities include:

- Adoption of the 2005 King County Surface Design Manual.
- Annual inspections of stormwater treatment or flow control facilities.
- Emergency inspection of stormwater treatment or flow control facilities following major storm events.
- An existing annual catch basin cleaning program.
- Some operations, maintenance, and BMP training for the field crew.
- Identification of heavy equipment maintenance or storage yards and material storage facilities owned or operated by the City that will require a SWPPP.

Future Activities

The City of Duvall is currently evaluating future pollution prevention and operation and maintenance for municipal operations program activities. Future pollution prevention and operation and maintenance for municipal operations program activities may include:

- Baseline evaluation and yearly inspection and maintenance (if required) of all permanent stormwater treatment or flow control facilities other than catch basins. Evaluations, inspections, and maintenance shall be documented using the GIS based record keeping system in conjunction with the storm sewer map from Permit Section S5.C.3.
- Developing an inspection and documentation program for spot checks and maintenance (if required) of potentially damaged stormwater treatment or flow control facilities after major storm events. The spot check inspections and maintenance (if required) shall be documented using the GIS based record keeping system in conjunction with the storm sewer map from Permit Section S5.C.3.
- Developing a catch basin inspection, mapping, and cleaning program. The catch basin inspection, mapping, and cleaning program shall be documented using the GIS based record keeping system in conjunction with the storm sewer map from Permit Section S5.C.3.
- Establishing, implementing, and documenting practices to reduce stormwater impacts associated with runoff from streets, parking lots, and roads owned or maintained by the City along with road maintenance activities completed by the City.
- Establishing, implementing, and documenting policies and procedures to reduce pollutants in discharge from property owned or maintained by the City.
- Developing and implementing an on-going training program for maintenance staff with job functions that may impact stormwater quality.

- Developing and implementing SWPPP's for heavy equipment maintenance or storage yards and material storage facilities owned or operated by the City. These yards include the Duvall City Shop located at 26301 NE Cherry Street and the Duvall City Storage Yard located immediately north of the Duvall Technical Building at 14601 Main Street.
- Recording inspections and maintenance or repair activities using the GIS based record keeping system in conjunction with the storm sewer map from Permit Section S5.C.3.

S6: STORMWATER MANAGEMENT PROGRAM FOR SECONDARY PERMITEES

Requirements from Section S6 of the Permit do not apply to the City of Duvall because the City is not a secondary permittee to a primary permittee. There are no secondary permittees to the City of Duvall.

S7: COMPLIANCE WITH TMDL REQUIREMENTS

Total Maximum Daily Load (TMDL) requirements from Section S7 of the Permit do not apply to the City of Duvall because there are no TMDL's listed for the City within Appendix 2 of the Permit.

S8: MONITORING

Permit Requirements

Per Section S8 of the Permit, each permittee is responsible for compliance with the following monitoring requirements:

- Permittees are not required to conduct water sampling or other testing unless associated with TMDL requirements or illicit discharge.
- The annual report shall include a description of any completed monitoring or studies and an assessment of the appropriateness of the BMP's identified for each component of the SWMP.
- Permittees shall prepare for participation in a long term monitoring program, if required in the future as part of the Permit (required for 4th year annual report).

Current Activities

Current monitoring activities include:

- Summarizing monitoring activities in the annual report. Currently, no stormwater sampling or monitoring activities are being completed by the City.

Future Activities

The City of Duvall is currently evaluating future monitoring activities. Future monitoring may include:

- Identifying two outfalls or conveyances where stormwater sampling could be conducted if City population is 10,000 or greater no later than December 31, 2010.
- Conducting SWMP effectiveness monitoring no later than December 31, 2010. The effectiveness monitoring will include identification of at least two suitable questions concerning the effectiveness of the SWMP and selection of sites where stormwater monitoring will be completed to evaluate the effectiveness questions.

- Summarizing monitoring activities in the annual report.

S9: REPORTING REQUIREMENTS

The City of Duvall is complying with the following reporting requirements per Section S9 of the Permit:

- A. The City shall submit an annual report no later than March 31 of each year beginning March 31, 2008.
- B. Two printed copies and one electronic copy shall be submitted.
- C. Records related to the Permit and SWMP shall be retained for at least five years.
- D. Records related to the Permit and SWMP shall be made available to the public at reasonable times during business hours.
- E. Each annual report shall include a copy of the updated SWMP, Submittal of Appendix 3 form titled "Annual Report Form for Cities, Towns, and Counties" and associated required documents.
- F. Secondary permittees shall submit the Appendix 4 form titled "Annual Report Form Secondary Permittees" and associated required documents. The City is not a secondary permittee and submittal of the Appendix 4 form titled "Annual Report Form Secondary Permittees" and associated required documents is not required.

APPENDIX A: ANNUAL REPORT FORM

I. Permittee Information	
Permittee Name City of Duvall	Permittee Coverage Number WAR04-5512
Contact Name Boyd Benson, City Engineer	Phone Number 425.788.3434
Mailing Address PO Box 1300	
City Duvall	State Zip + 4 WA 98019-1300
Email Address boyd.benson@duvallwa.gov	

II. Regulated Small MS4 Location							
Jurisdiction City of Duvall	Entity Type: Check the box that applies						
	<table border="1"> <thead> <tr> <th>County</th> <th>City/Town</th> <th>Other</th> </tr> </thead> <tbody> <tr> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>	County	City/Town	Other		X	
County	City/Town	Other					
	X						
Major Receiving Water(s) Snoqualmie River							

III. Relying on another Governmental Entity	
<p>If you are relying on another governmental entity to satisfy one or more of the permit obligations, list the entity and briefly describe the permit obligation(s) they are implementing on your behalf below. <i>Attach a copy of your agreement with the other entity to provide additional detail.</i></p>	
Name of Entity:	Permit Obligation(s):
NA	

IV. Certification

All annual reports must be signed and certified by the responsible official(s) of permittee or co-permittees. Please print and sign this page of the reporting form and mail it (with an original signature) to Ecology at the address noted below. An electronic signature will not suffice.

I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that Qualified Personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for willful violations.

Name  Title Mayor Date 3/25/09

Name _____ Title _____ Date _____

Name _____ Title _____ Date _____

Name _____ Title _____ Date _____

Name _____ Title _____ Date _____

PLEASE indicate reporting year and your jurisdiction in Line 1, above.

PLEASE refer to the INSTRUCTIONS tab for assistance filling out this table.

NOTE: Items that have future compliance dates must still be answered to indicate status.

NOTE: Highlighted questions indicate permit requirements that are due for calendar year 2008.

NOTE: For clarification on how to answer questions, place cursor over cells with red flags.

PLEASE review your work for completeness and accuracy. Save this worksheet as you go!

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
1. Attached annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			City of Duvall Phase II NPDES 2008 Stormwater Management Program (SWMP), Revised March 31, 2009
2. Attached a copy of any annexations, incorporations or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period, and implications for the SWMP as per S9.E.3?	Y		There were no annexations or boundary changes in 2008	
3. Implemented an ongoing program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation and permit compliance and to set priorities? (S5.A.3)	Y		On-going program has been implemented at this time with respect to SWMP development. A more formalized program will be developed as part of the program.	
4. Began tracking costs or estimated costs of the development and implementation of the SWMP? (Required no later than January 1, 2009, S5.A.3.a)	Y		Financial tracking implemented using the city's Springbrook Financial Software System.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
5.	SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? <i>(Required to begin by February 15, 2009, S5.C.1)</i>	Y		Developed a NPDES webpage for the city targeted at all audiences that use the website. Specific information will be sent to targeted audiences as the program develops.	
6.	Distributed appropriate information to target audiences identified in the area served by the MS4? <i>(Required to begin by February 15, 2009, S5.C.1.a)</i>	Y		Developed a NPDES webpage for the city targeted at all audiences that use the website. Specific information will be sent to targeted audiences as the program develops.	
6b.	Please mark a Y next to audiences targeted in Y/N/NA box:	y			
i	General Public	Y		All users listed below are targeted through the city's webpage.	
ii	Home-based business	Y			
iii	Elected officials	Y			
iv	Developers	Y			
v	Contractors	Y			
vi	Permittee Employees	Y			
vii	Residents	Y			
viii	Businesses	Y			
ix	Policy makers	Y			
x	Engineers	Y			
xi	Property managers	Y			
xii	Homeowners	Y			
xiii	Mobile businesses	Y			
xiv	Industries	Y			
xv	Landscapers	Y			
xvi	Planning Staff	Y			
7.	Tracked the types of public education and outreach activities implemented. <i>(Required to begin by February 15, 2009, S5.C.1.c)</i>	Y		Developed a spreadsheet to track public education and outreach. A summary table is also presented on the city's NPDES website.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
7b.	Number of activities implemented:		2		
8.	Measured the understanding and adoption of the targeted behaviors among targeted audiences. (<i>Required to begin</i> by February 15, 2009, S5.C.1.b)	Y		Developing a questionnaire.	
9.	Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP? (<i>Required</i> by February 15, 2008, S5.C.2.a)	Y		Public participation includes a presentation to the City Council, an opportunity to respond to information within the city's NPDES webpage, and request for participation in the city's newsletter.	
10.	Developed and implemented a process for public involvement and consideration of public comments on the SWMP? (<i>Required</i> by February 15, 2008, S5.C.2.a)	Y		NPDES and the SWMP were discussed at a City Council meeting. Information was posted on the city's NPDES website. The draft SWMP was posted on the website for comment.	
11.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y		The final version of the SWMP was posted on the city's NPDES website on March 31, 2009.	
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y			
12b.	NOTE website address in <i>Attachment</i> field:				http://www.duvallwa.gov/departments/publicworks/npdes.html
13.	Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee's MS4? (<i>Required</i> August 19, 2011, S5.C.3)	NA		Requirement deadline not yet due.	
14.	Developed and currently maintain a map of your MS4? (<i>Required</i> by February 15, 2011, S5.C.3.a)	NA		Requirement deadline not yet due. An existing storm drainage map of the City is being updated and maintained as part of the GIS-based mapping program being developed at this time.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
14b.	Initiated a program to develop and maintain a map of all connections to the MS4 authorized or allowed by the Permittee after the Permit effective date? (S5.C.3.a.ii)	Y		Mapping program is being completed and includes as-builts for all connections to be added to the GIS-based mapping program being developed at this time.	
15.	Map shows the location of all known municipal separate storm sewer outfalls, receiving waters and structural stormwater BMPs owned, operated, or maintained by the Permittee? (<i>Required</i> by February 15, 2011, S5.C.3.a.i)	NA		Requirement deadline not yet due. An existing storm drainage map of the City is being updated and maintained as part of the GIS-based mapping program being developed at this time.	
16.	Map shows all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems and includes tributary conveyances, associated drainage areas and land use? (<i>Required</i> by February 15, 2011, S5.C.3.a.i)	N		Requirement deadline not yet due. An existing storm drainage map of the City is being updated and maintained as part of the GIS-based mapping program being developed at this time.	
17.	Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? (<i>Required</i> by February 15, 2011, S5.C.3.a.iii)	NA		Requirement deadline not yet due. An existing storm drainage map of the City is being updated and maintained as part of the GIS-based mapping program being developed at this time.	
18.	Map has been made available upon request? (S5.C.3.a.iv)	NA		Requirement deadline not yet due.	
19.	Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illegal discharges, and/or dumping into the Permittee's MS4? (<i>Required</i> by August 15, 2009, S5.C.3.b)	NA		Requirement deadline not yet due. A draft ordinance is being prepared.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
20.	Developed and implemented an ongoing program to detect and address non-stormwater discharges, spills, illicit connections and illegal dumping into the Permittee's MS4? (<i>Required</i> by August 19, 2011, S5.C.3.c)	NA		Requirement deadline not yet due.	
21.	Developed procedures for locating priority areas likely to have illicit discharges, including at a minimum: evaluating land uses and associated business/industrial activities present; areas where complaints have been registered in the past; and areas with storage of large quantities of materials that could result in spills? (<i>Required</i> by August 19, 2011, S5.C.3.c.i)	NA		Requirement deadline not yet due.	
22.	Implemented field assessment activities, including visual inspection of priority outfalls identified during dry weather, and for the purposes of verifying outfall locations, identified previously unknown outfalls, and detected illicit discharges? (<i>Required</i> by August 19, 2011, S5.C.3.c.ii)	NA		Requirement deadline not yet due.	
23.	Prioritized receiving waters for visual inspection? (<i>Required</i> by February 15, 2010, S5.C.3.c.ii)	NA		Requirement deadline not yet due.	
24.	Conducted field assessments for three high priority water bodies? (<i>Required</i> by February 15, 2011, S5.C.3.c.ii)	NA		Requirement deadline not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
25.	Conducted field assessments on at least one high priority water body? (<i>Required</i> annually after February 15, 2011, S5.C.3.c.ii)	NA		Requirement deadline not yet due.	
26.	Developed and implemented procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee? (<i>Required</i> by August 19, 2011, S5.C.3.c.iii)	NA		Requirement deadline not yet due.	
27.	Developed and implemented procedures for tracing the source of an illicit discharge; including visual inspections, and when necessary, opening manholes, using mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures? (<i>Required</i> by August 19, 2011, S5.C.3.c.iv)	NA		Requirement deadline not yet due.	
28.	Developed and implemented procedures for removing the source of the discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated? (<i>Required</i> by August 19, 2011, S5.C.3.c.v.)	NA		Requirement deadline not yet due.	
29.	Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? (<i>Required</i> by August 19, 2011, S5.C.3.d)	NA		Requirement deadline not yet due.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? (Required by August 19, 2011, S5.C.3.d.i)	NA		Requirement deadline not yet due.	
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? (Required by February 15, 2009, S5.C.3.d.ii)	Y		Posted hotline & emergency contact numbers on NPDES website.	
31b.	Number of hotline calls received:		0		
31c.	Number of follow-up actions taken in response to calls:		0		
32	Tracked the number and type of spills? (Required by August 19, 2011, S5.C.3.e)	Y		Developed a spreadsheet to track number and type of spills.	
32b.	Number of spills:		0		
33	Tracked the number of illicit discharges identified? (Required by August 19, 2011, S5.C.3.e)	Y		Developed a spreadsheet to track illicit discharges.	
33b.	Number of illicit discharges identified:		0		
34	Tracked the number of inspections made for illicit connections? (Required by August 19, 2011, S5.C.3.e)	Y		Developed a spreadsheet to track illicit connections.	
34b.	Number of inspections:		0		
35	Received feedback from IDDE public education efforts? (Required by August 19, 2011, S5.C.3.e)	NA		Requirement deadline not yet due.	
36	Attached report on IDDE public education efforts? (Required by August 19, 2011, S5.C.3.d, S5.C.3.e)	NA		Requirement deadline not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
37	Municipal field staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, improper disposal and illicit connections are trained to conduct these activities? (<i>Required</i> by August 15, 2009, S5.C.3.f.i)	NA		Requirement deadline not yet due.	
37b.	Number of trainings provided:		0		
37c.	Number of staff trained:		0		
38	Provided follow-up training as needed to address changes in procedures, techniques or requirements? (<i>Required</i> by August 15, 2009, S5.C.3.f.i)	NA		Requirement deadline not yet due.	
38b.	Number of trainings provided:		0		
38c.	Number of staff trained:		0		
39	Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? (<i>Required</i> by February 15, 2010, S5.C.3.f.ii.)	NA		Requirement deadline not yet due.	
39b.	Number of trainings provided:		0		
39c.	Number of staff trained:		0		

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
40	Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? <i>(Required by August 15, 2009, S5.C.4)</i>	Y		2005 KCSWDM and NOI/NPDES General Stormwater permit evaluations and requirements are enforced as part of the existing permitting program. The on-going program will be formalized and improved to better conform to permit requirements.	
41	Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? <i>(Required by August 15, 2009, S5.C.4)</i>	Y		NOI/NPDES General Stormwater permits are required as part of permitting for any activities that cause land disturbance of 1 acre or greater, including projects less than 1 acre that are part of a larger project.	
42	Applied stormwater runoff program to private and public development, including roads? <i>(Required by August 15, 2009, S5.C.4)</i>	Y		Stormwater runoff program (KCSWDM, NOI/NPDES General Stormwater permit for sites 1 acre or greater) is required for all public and private development.	
43	Applied the Technical Thresholds in Appendix 1 to all sites 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? <i>(Required by August 15, 2009, S5.C.4)</i>	Y		Technical thresholds from KCSWDM and NOI/NPDES General Stormwater Permits are required as part of permitting for any activities that cause land disturbance of 1 acre or greater, including projects less than 1 acre that are part of a larger project.	
44	Adopted and implemented regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? <i>(Required by August 15, 2009, S5.C.4.a)</i>	NA		A draft ordinance is being prepared.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? (S5.A.4)	Y		Existing stormwater requirements, including use of BMP's and KCSWDM requirements, have been retained and enforced.	
46	The ordinance or other enforceable mechanism includes the minimum requirements, technical thresholds, and definitions in Appendix 1 (or an equivalent approved by Ecology under the NPDES Phase I Municipal Stormwater Permit) for new development, redevelopment, and construction sites? (<i>Required</i> by August 15, 2009, S5.C.4.a.i)	NA		Developing a draft ordinance.	
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? (<i>Required</i> by August 15, 2009, S5.C.4.a.i., and Section 6 of Appendix 1)	NA		Developing draft ordinance	
48	Were exceptions or variances to the minimum requirements in Appendix 1 granted? (<i>Required</i> by August 15, 2009, S5.C.4.a.i., and Section 6 of Appendix 1)	NA		Requirement deadline not yet due.	
48b.	If so, how many were granted?		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
49	The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? (<i>Required</i> by August 15, 2009, S5.C.4.a.ii)	NA		An ordinance is being developed. However current permitting requirements do include a site planning process and BMP selection and are designed to protect water quality per the permit.	
49b.	Cite documentation to meet this requirement in <i>Attachment</i> field:	Y			
50	The ordinance or other enforceable mechanism provides the legal authority, through the approval process for new development, to inspect private stormwater facilities that discharge to the Permittee's MS4? (<i>Required</i> by August 15, 2009, S5.C.4.a.iii)	NA		Requirement deadline not yet due. Ordinance is being developed.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
51	The ordinance or other enforceable mechanism allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces and minimize the disturbance of native soils and vegetation? (<i>Required</i> by August 15, 2009, S5.C.4.a.iv)	NA		An ordinance is being developed. However current permitting requirements do allow LID techniques per the permit.	
52	If the ordinance or regulatory mechanism allows construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2, does it include appropriate, escalating enforcement sanctions for construction sites that provide notice to the Permittee of their intention to apply the waiver but do not meet the requirements (including timeframe restrictions, limits on activities that result in non-stormwater discharges, and implementation of appropriate BMPs to prevent violations of water quality standards) to qualify for the waiver? (If waiver is allowed, the qualification is <i>required</i> by August 15, 2009, S5.C.4.a.v)	NA		Requirement deadline not yet due.	
53	Developed and implemented a permitting process to address runoff from new development, redevelopment and construction site activities with plan review, inspection, and enforcement capability? (<i>Required</i> by August 15, 2009, S5.C.4.b)	Y		KCSWDM and NOI/NPDES General Stormwater Permit evaluations and requirements are enforced to address runoff as part of the existing permitting program. The on-going program will be formalized and improved to better conform to permit requirements.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
54	Applied permitting process to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (<i>Required</i> by August 15, 2009, S5.C.4.b)	Y		KCSWDM and NOI/NPDES General Stormwater Permits are required for all sites 1 acre or greater, including projects less than 1 acre that are part of a larger common plan. The on-going program will be formalized and improved to better conform to permit requirements.	
55	Reviewed Stormwater Site Plans for new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.i)	Y		Site plans reviewed as part of existing process.	
55b.	Number of site plans reviewed during the reporting period:		8	5 residential, 1 commercial, 2 city (2008 site plan review)	
56	Inspected, prior to clearing and construction, all known development sites that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 Determining Construction Site Sediment Potential ? (<i>Required</i> by August 15, 2009, S5.C.4.b.ii)	Y		Inspections required prior to clearing at all development sites as part of existing permitting and construction process.	
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		8	5 residential, 1 commercial, 2 city (2008 inspection prior to clearing)	
57	Inspected construction-phase stormwater controls at all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? (<i>Required</i> by August 15, 2009, S5.C.4.b.iii)	Y		Inspections required during construction at all development sites as part of existing permitting and construction process.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
57b.	Number of sites inspected during the construction phase for the reporting period:		13	8 residential, 3 commercial, 2 city	
58	Enforced as necessary based on the inspection at new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.iii)	Y		Current city inspections include requiring corrections for any observed inadequate stormwater BMP's or improvements.	
58b.	Number of enforcement actions taken during the reporting period:		0	No documented enforcement activities.	
59	Inspected qualifying permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv and v)	Y		Final inspections required at all development sites prior to final approval as part of existing permitting and construction process.	
59b.	Number of qualifying sites known during the reporting period:		7	3 residential, 2 commercial, 2 city	
59c.	Number of qualifying sites inspected during the reporting period:		7	3 residential, 2 commercial, 2 city	
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv)	Y		Maintenance plan required at all development sites prior to final approval as part of existing permitting and construction process.	
61	Enforced regulations as necessary based on the inspection? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv)	Y		Enforcement required at all development sites as part of existing permitting and construction process.	
61b.	Number of enforcement actions taken during the reporting period:		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.vi)	NA		Requirement deadline not yet due. Formal enforcement policy will be developed and implemented per the permit and will be summarized in the ordinance.	
63	Did the Permittee choose to allow construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	N			
63b.	If yes, how many waivers were allowed ?		0		
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? (<i>Required</i> by August 15, 2009, S5.C.4.c)	Y		Annual O&M program is in effect at this time.	
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (<i>Required</i> by August 15, 2009, S5.C.4.c.i)	NA		Requirement deadline not yet due. O&M responsibilities are assigned at permit stage and will be summarized in the ordinance.	
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.c)	Y		Requirement deadline not yet due. Informal post-construction inspections are completed along with formal post-construction inspection at performance and maintenance bond release. Formal program will be developed and implemented per the permit.	
66b.	Number of sites inspected during the reporting period:		35	32 residential, 3 commercial/public facility	
66c.	Number of structural BMPs inspected during the reporting period:		35	32 residential, 3 commercial/public facility	
66d.	Number of enforcement actions taken during the reporting period:		0		

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
67	Established maintenance standards that are as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 Stormwater Management Manual for Western Washington ? (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	Y	Adopted 2005 KCSWDM and associated maintenance standards.	
68	Performed timely maintenance as per S5.C.4.c.ii? (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	Y	Annual inspection and maintenance completed at all facilities at this time.	
68b.	Attached documentation of any maintenance delays. (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	NA	Requirement deadline not yet due.	
69	Annually inspected all stormwater treatment and flow control facilities (other than catch basins) permitted by the Permittee according to S5.C.4.b. unless there are maintenance records to justify a different frequency? (<i>Required</i> by August 15, 2009, S5.C.4.c.iii)	Y	Annual inspection and maintenance completed at all facilities at this time.	
70	If using reduced inspection frequency, Attached documentation as per S5.C.4.c.iii? (<i>Required</i> by August 15, 2009, S5.C.4.c.iii)	NA	No reduced inspection frequency at this time.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
71	Inspected all new stormwater treatment and flow control facilities owned or operated, including catch basins, for new residential developments that are a part of a larger common plan of development or sale, every 6 months during the period of heaviest house construction (i.e., 1 to 2 years following subdivision approval) to identify maintenance needs and enforce compliance with maintenance standards as needed? (<i>Required</i> by August 15, 2009, S5.C.4.c.iv)	Y		Inspection completed at all facilities during construction and prior to approval at this time.	
71b.	Number of facilities inspected during the reporting period:		6	5 residential, 1 commercial/public facility	
72	Implemented a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, other enforcement records, maintenance inspections and maintenance activities? (<i>Required</i> by August 15, 2009, S5.C.4.d)	Y		Developed a spreadsheet to track enforcement, inspection and maintenance activities.	
73	Provided copies of the Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity to representatives of proposed new development and redevelopment? (S5.C.4.e)	Y		Link to NOI provided on city's NPDES website and provided (if requested) during permitting process.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
74	All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement were trained to conduct these activities? (<i>Required</i> by August 15, 2009, S5.C.4.f)	NA		Requirement deadline not yet due.	
74b.	Number of trainings provided:		0		
74c.	Number of staff trained:		0		
75	Developed and implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (<i>Required</i> by February 15, 2010, S5.C.5)	NA		Requirement deadline not yet due.	
76	Adopted maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 <i>Stormwater Management Manual for Western Washington</i> ? (<i>Required</i> by February 15, 2010, S5.C.5.a)	Y		Adopted 2005 KCSWDM and associated maintenance standards.	
77	Performed timely maintenance as per S5.C.5.a.ii? (<i>Required</i> by February 15, 2010, S5.C.5.a.ii)	NA		Requirement deadline not yet due. Informal annual inspection and maintenance completed at all facilities at this time. Formal program will be developed and implemented per the permit.	
77b.	Attached documentation of any maintenance delays. (<i>Required</i> by February 15, 2010, S5.C.5.a.ii)	NA		Requirement deadline not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
78	Annually inspected and maintained all stormwater treatment and flow control facilities (other than catch basins)? <i>(Required by February 15, 2010, S5.C.4.c.iii)</i>	NA		Requirement deadline not yet due. Informal annual inspection and maintenance completed at all facilities at this time. Formal program will be developed and implemented per the permit.	
78b.	Number of known facilities:		77	~24 tanks / pipes, ~28 ponds, ~20 vaults, ~5 bioswales.	
78c.	Number of facilities inspected during the reporting period:		77		
79	If using reduced inspection frequency, Attached documentation as per S5.C.5.a.ii? <i>(Required by February 15, 2010, S5.C.5.b)</i>	NA		No reduced inspection frequency.	
80	Conducted spot checks of stormwater facilities after major storms? <i>(Required by February 15, 2010, S5.C.5.c)</i>	NA		Requirement deadline not yet due. Informal inspection and maintenance completed at all facilities at this time. Formal program will be developed and implemented per the permit.	
80b.	Number of known facilities:		0		
80c.	Number of facilities inspected during the reporting period:		0		
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? <i>(Required by February 15, 2010, S5.C.5.d)</i>	NA		Requirement deadline not yet due. Annual or every-other year cleaning completed at this time. Formal program will be developed and implemented per the permit.	
81b.	Number of known catch basins:		0	Not documented at this time.	
81c.	Number of inspections:		0	Not documented at this time.	
81d.	Number of catch basins cleaned:		0	All cleaned in 2008 but not documented at this time.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
82	Established and implemented practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the Permittee, and road maintenance activities conducted by the Permittee? (<i>Required</i> by February 15, 2010, S5.C.5.f)	NA		Requirement deadline not yet due.	
83	Established and implemented policies and procedures to reduce pollutants in discharges from all lands owned or maintained by the Permittee and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities? (<i>Required</i> by February 15, 2010, S5.C.5.g)	NA		Requirement deadline not yet due.	
84	Initiated or implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (Required by February 15, 2010, S5.C.5.h.)	NA		Requirement deadline not yet due.	
84b.	Number of trainings provided:		0		
84c.	Number of staff trained:		0		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
85 Initiated or implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit? (<i>Required</i> by February 15, 2010, S5.C.5.i)	NA		Requirement deadline not yet due.	
86 Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	N		No TMDL's listed in Appendix 2 of the permit.	
87 Complied with the specific requirements identified in Appendix 2? (S7.A)	NA		No TMDL's listed in Appendix 2 of the permit.	
88 Attached status report of TMDL implementation? (S7.A)	NA		No TMDL's listed in Appendix 2 of the permit.	
89 Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	NA		No TMDL's listed in Appendix 2 of the permit.	
90 Took appropriate action to correct or minimize the threat to human health or the environment or otherwise stop or correct the condition of any instances of non-compliance with any of the terms and conditions of this Permit, including discharges from the Permittee's MS4 which may cause a threat to human health or the environment? (G20.A)	NA		The city is not aware of any instances of discharge or permit non-compliance which may cause or contribute to a threat to human health or environment.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
90b. Attached a summary of the status of implementation of any actions taken pursuant to S4.F and any information from an assessment and evaluation procedures collected during the reporting period. (S4.F.2.d)	NA		The city is not aware of any instances or actions taken with respect to violations of water quality standards pursuant to permit section S4.F.	
91 Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance? (G20.B)	NA		Based on our review of the permit, all permit terms and conditions have been met and no non-compliance notification is required.	
92 Notified Ecology immediately in cases where the Permittee becomes aware of a discharge from the Permittees MS4 which may cause or contribute to an imminent threat to human health or the environment? (G20.C)	NA		The city is not aware of any instances of discharge which may cause or contribute to an eminent threat to human health or environment.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part A for all annual reports.

NOTE: Please note in Row 1 of the table if you have no information to report.

NOTE: Please limit your entries to 255 characters per cell. You may include additional information in your Supplemental Documentation attachment and reference it below with the page number.

A. Information Collection

Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)	Who/how to contact for additional information?
1. No Information to report.	
2.	
3.	
4.	
5.	
6.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

B. SWMP Evaluation

You are required to assess the appropriateness of the BMPs you have selected to implement your SWMP. This evaluation is necessary to evaluate whether the MEP standard set by the permit is protective of water quality in your receiving water bodies. This assessment may be entirely qualitative. Answer **NA** if you are not yet implementing BMPs for a component of the SWMP. (S8.B.2 and S9)

Question	Y/N/NA	Comments (50 word limit)
1. Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP?	Y	
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	Y	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Y	
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	Y	
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	Y	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part C for all annual reports.

C. Changes in BMPs or objectives (S8.B)

If any of the BMPs or objectives is being changed, list the old BMP and objective, the new BMP and objective, and a justification for the change below. (S8.B.2., and S9)

NOTE: You may choose to attach additional documentation justifying Changes in BMPs or objectives. Note such attachments in the *Justification for change* field.

	Old BMP	Old Objective	New BMP	New Objective	Justification for Change
1	NA				No changes made.
2					
3					
4					
5					
6					
7					

VII. Information Collection, BMP Evaluation, and Monitoring

D. Preparation for future, long-term monitoring

Complete section D for the fourth annual report only.

Question	Y/N/NA	Comments (50 word limit)	Name of Attachment? Page Number?
1. Identified outfalls or conveyances for long-term stormwater monitoring?			
1b. Attach site maps and descriptions. (S8.C.2.a)	y		
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)			
2b. Attach the proposed questions and monitoring plans for SWMP effectiveness monitoring.	y		
3. Monitoring plan developed for each question? (S8.C.1.b.iii)			
3b. Attach a copy of the monitoring plan.	y		
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)			
4b. Attach a summary of the status of site identification for long-term stormwater monitoring; proposed questions for SWMP effectiveness monitoring; and status of developing the SWMP effectiveness monitoring plans.	y		