

APPENDIX 5 – Annual Report Form for Primary Permittees and Co-Permittees

This Annual Report covers the _____ calendar year.

Two printed copies and one electronic copy of this report are due to Ecology by March 31.

I. Contact Person

<i>Contact Name</i>		<i>Phone Number.</i>
<i>Jurisdiction</i>		
<i>Mailing Address</i>		
<i>City</i>	<i>State</i>	<i>Zip + 4</i>
<i>Email Address:</i>		

II. Regulated Small MS4 Location

<i>Jurisdiction</i>
<i>Entity Type:</i> <i>County</i> <input type="checkbox"/> <i>City</i> <input type="checkbox"/> <i>Other</i> _____ <input type="checkbox"/>
<i>Major receiving water(s):</i>

III. Stormwater Management Program Implementation Status

Include the section below for report(s) for the prior year(s) in each annual report.

a. First annual report

YES <input type="checkbox"/>	NO <input type="checkbox"/>	Submitted NOIs for all applicable construction projects and industrial facilities? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Provided information to design professionals about the MTRs in Appendix 2 and the BMPs in the SWMMEW, or an equivalent document? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Applied the MTRs in Appendix 2 to all new public projects? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Conducted spot checks of stormwater facilities after major storms? Comments:

b. Second annual report

YES <input type="checkbox"/>	NO <input type="checkbox"/>	Submitted NOIs for all applicable construction projects and industrial facilities? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Provided information to design professionals about the MTRs in Appendix 2 and the BMPs in the SWMMEW, or an equivalent document? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Applied the MTRs in Appendix 2 to all new public projects? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Conducted spot checks of stormwater facilities after major storms? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Posted updated version of the SWMP on your website or submitted an electronic copy to Ecology? Comments: <i>Attach a copy of the updated SWMP.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Adopted policies for public involvement in developing, implementing, and updating the SWMP? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Developed and implemented a process for consideration of public comments on the SWMP? Comments:

c. Third annual report

YES <input type="checkbox"/>	NO <input type="checkbox"/>	Submitted NOIs for all applicable construction projects and industrial facilities? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Provided information to design professionals about the MTRs in Appendix 2 and the BMPs in the SWMMEW, or an equivalent document? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Applied the MTRs in Appendix 2 to all new public projects? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Conducted spot checks of stormwater facilities after major storms? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Posted updated version of the SWMP on your website or submitted an electronic copy to Ecology? Comments: <i>Attach a copy of the updated SWMP.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? Comments: <i>Attach a summary of all calls received and follow-up actions taken during the reporting period.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Adopted an ordinance or other regulatory mechanism to require erosion and sediment controls at new development and redevelopment projects? Comments: <i>Attach a copy of the ordinance.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Adopted an ordinance or other regulatory mechanism to require post-construction stormwater controls at new development and redevelopment projects? Comments: <i>Attach a copy of the ordinance.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Beginning 2 years from the effective date of this Permit, inspected structural BMPs at least once during installation? Comments:

d. **Fourth annual report**

YES <input type="checkbox"/>	NO <input type="checkbox"/>	Submitted NOIs for all applicable construction projects and industrial facilities? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Provided information to design professionals about the MTRs in Appendix 2 and the BMPs in the SWMMEW, or an equivalent document? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Applied the MTRs in Appendix 2 to all new public projects? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Conducted spot checks of stormwater facilities after major storms? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Posted updated version of the SWMP on your website or submitted an electronic copy to Ecology? Comments: <i>Attach a copy of the updated SWMP.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? Comments: <i>Attach a summary of all calls received and follow-up actions taken during the reporting period.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Inspected structural BMPs at least once during installation? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Identified and characterized target audiences for public outreach efforts? Comments: <i>Attach a description of the target audiences.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Completed at least one third of the map of your MS4? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Developed and implemented an O&M plan for municipal operations? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Inspected all stormwater treatment and flow control facilities you own or operate at least once? Comments:

e. **Fifth annual report**

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|------------------------------|-----------------------------|--|
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Submitted NOIs for all applicable construction projects and industrial facilities?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Provided information to design professionals about the MTRs in Appendix 2 and the BMPs in the SWMMEW, or an equivalent document?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Applied the MTRs in Appendix 2 to all new public projects?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Conducted spot checks of stormwater facilities after major storms?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Posted updated version of the SWMP on your website or submitted an electronic copy to Ecology?
Comments:

<i>Attach a copy of the updated SWMP.</i> |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges?
Comments:

<i>Attach a summary of all calls received and follow-up actions taken during the reporting period.</i> |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Inspected structural BMPs at least once during installation?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Completed at least two thirds of the map of your MS4??
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | Identified priorities for evaluating the effectiveness of the SWMP?
Comments:

<i>Attach a copy of the report addressing your priorities in the areas of runoff treatment BMPs, flow control BMPs, Source control BMPs, Land use characterization, stormwater quality and/or toxicity, and receiving water quality.</i> |

f. **Sixth annual report**

YES <input type="checkbox"/>	NO <input type="checkbox"/>	Submitted NOIs for all applicable construction projects and industrial facilities? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Provided information to design professionals about the MTRs in Appendix 2 and the BMPs in the SWMMEW, or an equivalent document? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Applied the MTRs in Appendix 2 to all new public projects? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Conducted spot checks of stormwater facilities after major storms? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Posted updated version of the SWMP on your website or submitted an electronic copy to Ecology? Comments: <i>Attach a copy of the updated SWMP.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? Comments: <i>Attach a summary of all calls received and follow-up actions taken during the reporting period.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Inspected structural BMPs at least once during installation and at least once every five years after final installation? Comments: <i>Attach a summary of the number of inspections made, the number of problems identified, and the corrective actions taken.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Developed and implemented a public education strategy that meets the goals of the SWMP? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Completed the map of your MS4? Comments: <i>Attach a copy of the map.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Conducted field surveys to verify the locations on your map and identify previously unknown outfalls on priority water bodies?

		Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Adopted an ordinance or other regulatory mechanism that prohibits illicit discharges and authorizes enforcement actions, including on private property? Comments: <i>Attach a copy of the ordinance.</i>
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Developed and fully implemented an ongoing program to detect and address non-stormwater discharges, including dumping, to the MS4? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Distributed appropriate information to target audiences identified in the public outreach strategy? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Adopted procedures for site plan review which incorporate consideration of potential water quality impacts? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Provided information to construction operators about training on the BMPs in Chapter 7 SWMMEW, or an equivalent document, and the MTRs in Appendix 2? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Adopted procedure for site plan review of post-construction stormwater controls that incorporates consideration of water quality impacts? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Adopted procedures for site inspection and enforcement of control measures? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Provided training for staff to carry out all provisions of the Post-Construction Stormwater Management component of the SWMP? Comments:
YES <input type="checkbox"/>	NO <input type="checkbox"/>	Implementing all required elements of the O&M plan for municipal operations? Comments:

IV. Expenditures for the Reporting Period

Provide a reasonable estimate of your expenditures for the reporting period, with a breakdown for

each component of the SWMP.

1. Public Education and Outreach, \$ _____
2. Public Involvement, \$ _____
3. Illicit Discharge Detection and Elimination, \$ _____
4. Construction Stormwater Pollution Prevention, \$ _____
5. Post-Construction Runoff Management, \$ _____
6. Good Housekeeping for Municipal Operations, \$ _____

IV. Information Collection

List below either the results of information collected and analyzed during the reporting period, including monitoring data (if any) and how to contact for additional information OR summarize the results of information collected and indicate how more complete information can be obtained.

V. Program Assessment

a. Evaluation of your SWMP

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. Select "N/A" if you are not yet implementing BMPs for a component of the SWMP.

- | | | | |
|------------------------------|-----------------------------|------------------------------|---|
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | N/A <input type="checkbox"/> | Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | N/A <input type="checkbox"/> | Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | N/A <input type="checkbox"/> | Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | N/A <input type="checkbox"/> | Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | N/A <input type="checkbox"/> | Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?
Comments: |
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | N/A <input type="checkbox"/> | Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?
Comments: |

b. Changes in BMPs or Measurable Goals

If any of the BMPs or Measurable Goals is being changed, list the old BMP and measurable goal, the new BMP and measurable goal, and a justification for the change below.	
Old BMP:	Old Goal:
New BMP:	New Goal:
Justification for change:	
Old BMP:	Old Goal:
New BMP:	New Goal:
Justification for change:	

VI. Relying on Another Governmental Entity

If you are relying on another governmental entity to satisfy one or more of the permit obligations, list the entity and the permit obligation they are implementing on your behalf below. <i>Attach a copy of your agreement with the other entity.</i>

VII. Certification

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

Date