APPENDIX 4 – Draft Annual Report Form for Secondary Permittees

Ecology presents the draft annual report questions for public review and comment. When the permit is issued, Ecology plans to provide permittees with an online annual report form, or an alternative format if requested, pursuant to draft permit condition S9.B.

VI. Status Report Covering Calendar Year _____

1. YES ☐ NO ☐ NA ☐ **Attach** a notification of any jurisdictional boundary changes resulting in an increase or decrease in the Permittee's geographic area of coverage during the reporting period, and implications for the SWMP. (*Required annually,* S9.F.4)

Comments:

S6.D Stormwater Management Program

S6.D.1 Public Education and Outreach

2. YES ☐ NO ☐ Labeled all storm drain inlets owned or operated by the Permittee that are located in maintenance yards, in parking lots, along sidewalks, and at pedestrian access points. (*Required by* 4 years from initial permit coverage date, S6.D.1.a)

Comments:

3. YES ☐ NO ☐ Re-labeled all storm drain inlets with labels when no longer clearly visible and/or easily readable within 90 days. (*Required after* four years from initial permit coverage date, S6.D.1.a.iii)

Comments:

4. YES ☐ NO ☐ NA ☐ (Public ports, colleges, and universities) Distributed educational information to tenants and residents about the impact of stormwater discharges on receiving waters and steps that can be taken to reduce pollutants in stormwater runoff. (*Required by* 3 years from initial permit coverage date, S6.D.1.b)

Comments:

S6.D2 Public Involvement and Participation

5. YES ☐ NO ☐ Made the annual report and SWMPR available on website. (*Required by May 31, annually*, S6.D.2.a)

Comments:

S6.D.3 Illicit Discharge Detection and Elimination

6. YES ☐ NO ☐	Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern non-stormwater discharges. (*Required* after initial permit coverage date, S6.D.3.a) *Comments:*
7. YES ☐ NO ☐	Implementedpolicies to prohibit illicit discharges and identified enforcement mechanisms. (*Required by* 1 year from initial permit coverage date, S6.D.3.b) *Comments:*
8. YES ☐ NO ☐	Implemented an enforcement plan to ensure compliance with policies to prohibit illicit discharges. (*Required* 18 months from initial permit coverage date, S6.D.3.b) *Comments:*
9. YES ☐ NO ☐	Developed a map of the storm sewer system showing all known storm drain outfalls, receiving waters, and areas contributing runoff to each outfall. (*Required by* four and one half years from initial permit coverage date, S6.D.3.c) *Comments:*
10. YES ☐ NO ☐	Maintained a map of the MS4 showing all known storm drain outfalls, receiving waters, and areas contributing runoff to each outfall. Made map available on request to Ecology or others. (*Required* after four and one half years from initial permit coverage date, S6.D.3.c) *Comments:*
11. YES ☐ NO ☐	Conducted field inspections and visually inspected for illicit discharges at approximately one third of all known MS4 discharge points and outfalls. (*Required to begin by* 2 years from initial permit coverage date, S6.D.3.d) *Comments:*
12. YES ☐ NO ☐	Implemented procedures to identify and remove illicit discharges. (*Required by* 2 years from initial permit coverage date, S6.D.3.d) *Comments:*

13. YES □NO □	Number of illicit discharges, including illicit connections, eliminated during the reporting period: (S6.D.3.d) **Attach** a summary of illicit discharges discovered and actions taken to eliminate the discharges. (S6.D.3.d) *Comments:*
14. YES □NO □	Implemented a spill response plan that includes coordination with a qualified spill responder. (*Required by* four and one-half years from initial permit coverage date, S6.D.3.e) *Comments:*
15. YES □NO □	Provided staff training or coordinated with existing training to educate staff and, as appropriate, provide the opportunity for such training to tenants on proper BMPs for preventing illicit discharges, including spills as described in S6.D.3.f(*Required by* 2 years from initial permit coverage date, S6.D.3.f) *Comments:*

S6.D.4 Construction Site Stormwater Control

16. YES □ NO □ NA □	Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern construction phase stormwater pollution prevention activities, if applicable. (*Required after* initial permit coverage date, S6.D.4.a) *Comments:*
17. YES □ NO □	Ensured that all applicable construction projects under the functional control of the Permittee obtained NPDES permit coverage. (*Required after* initial permit coverage date, S6.D.4.b) *Comments:*
18. YES □ NO □ NA □	Coordinated with local jurisdictions on construction projects owned or operated by other entities that discharge into Permittee's MS4. (*Required* after initial permit coverage date, S6.D.4.c) *Comments:*

19. YES ☐ NO ☐ NA ☐ Provided training for relevant staff in erosion and sediment control BMPs and requirements, or hired trained contractors to perform the work for all construction projects owned and operated by the Permittee. (*Required after* initial permit coverage date, S6.D.4.d)

Comments:

20. YES ☐ NO ☐ NA ☐ Provided access, as requested, for inspection of construction sites under the control of the Permittee during the land disturbing activity and/or construction period. (*Required* after initial permit coverage date, S6.D.4.e)

Comments:

S6D.5 Post-Construction Stormwater Management for New Development and Redevelopment

21. YES ☐ NO ☐ Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern post-construction stormwater pollution prevention activities, including proper operation and maintenance of the MS4. (*Required* after initial permit coverage date, S6.D.5.a)

Comments:

22. YES ☐NO ☐ Coordinated with local jurisdiction regarding projects owned or operated by other entities which discharge into the Permittee's MS4. (*Required* after initial permit coverage date, S6.D.5.b)

Comments:

S6.D.6 Pollution Prevention and Good Housekeeping for Municipal Operations

23. YES ☐ NO ☐ Implemented an Operation and Maintenance program. (*Required by* 3 years from permit coverage date, S6.D.6.a)

Comments:

24. YES ☐ NO ☐ Established and implemented maintenance standards for stormwater collection and conveyance systems as described in S6.D.6.a.i. (*Required by* 3 years from initial permit coverage date, S6.D.6.a.i)

Comments:

25. YES ☐	NO ☐	Conducted spot checks of potentially damaged permanent stormwater facilities after major storms. (*Required to begin by* 3 years from initial permit coverage date, S6.D.6.a.i) *Comments:*
26. YES ☐	NO ☐	Developed and implemented a Stormwater Pollution Prevention Plan (SWPP) for material storage areas, heavy equipment maintenance or storage yards not covered by another NPDES permit that covers stormwater discharges associated with the activity. (*Required by* 3 years from initial permit coverage date, S6.D.6.a.vi) *Comments:*
27. YES ☐	NO ☐ NA ☐	Have NPDES permit coverage for *Stormwater Discharges Associated with Industrial Activities* for all applicable industrial facilities operated by the Permittee, or another NPDES permit that regulates surface water discharges associated with the activity. (*Required after* initial permit coverage date, S6.D.6.b) *Comments*:
28. YES ☐	NO ☐	Implemented a program designed to train staff to carry out the Operations and Maintenance plan to minimize impacts to water quality. (*Required to begin by* 3 years from initial permit coverage date, S6.D.6.d) *Comments:*

S7. Compliance with Total Maximum Daily Load Requirements

29. YES ☐	NO ☐	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4 owned or operated by the Permittee? (S7) *Comments:*
30. YES ☐	NO ☐ NA ☐	Complied with the specific requirements identified in Appendix 2. (S7.A) *Comments:*
31. YES ☐	NO ☐ NA ☐	Attached status report of TMDL implementation. (S7.A) *Comments:*

General Conditions

32. YES ☐ NO ☐ NA ☐ Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20)

Comments:

33. YES ☐ NO ☐ NA ☐ Notified Ecology immediately in cases where the Permittee becomes aware of a discharge into or from the Permittee's MS4 which may constitute a threat to human health, welfare, or the environment. (G3)

Comments:

34. YES ☐ NO ☐ Took appropriate action to correct or minimize discharges into or from the MS4 which could constitute a threat to human health, welfare, or the environment. (G3.A)

Comments:

S4 Compliance with Standards

35. YES ☐ NO ☐ NA ☐ If applicable, attached a summary of the status of implementation of any actions taken pursuant to S4.F, and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d)

Comments:

A. Information Collection (S8.B)

List below the results of information collected and analyzed by the MS4 during the reporting period, including monitoring data (if any) or monitoring-related studies and how to contact the MS4 for additional information. In addition, summarize the results of information collected by another entity and indicate how more complete information can be obtained.