

APPENDIX 7 – Annual Report Questions for New Permittees

Ecology presents the draft annual report questions for New Permittees (cities, towns and counties) 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. The annual report form will include a signatory page and instructions.

Number	Annual Report Question
1	Continued to implement any Stormwater Management Program components that had been previously implemented. Examples include local requirements to prohibit non-stormwater discharges and for regulating new, redevelopment, or construction sites. (S5.A.1)
2	Attached updated annual Stormwater Management Program Report (SWMPR) or website address in the <i>Comments</i> field where it can be found. (S5.A.2)
3	Attached a map and 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, as per S9.E.3.
4	Tracked the estimated cost of development and implementation of SWMP components. (A5.A.3.a.ii)
5	Coordinated among departments to eliminate barriers to permit compliance? (S5.A.4.b)
	Public Education and Outreach
6	Developed and implemented a public education and outreach program for at least one target audience as described in S5.B.1.a. (<i>Required to begin by February 2, 2018</i>)
6b	Attach description of public education and outreach program and stewardship activities conducted as described in S5.B.1.a and b.
	Public Involvement
7	Implemented a program to create opportunities for the public to provide input to decision making processes as described in S5.B.2.a. (<i>Required to begin by August 1, 2014</i>).

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Number	Annual Report Question
8	Made the latest annual report and SWMPR available on website. <i>(Required by May 31 annually)</i> Cite the website address in <i>Comments</i> :
	Illicit Discharge Detection and Elimination
9	Maintained a map of all new connections to the MS4 after August 1, 2013. (S5.B.3.a) <i>Required to begin August 1, 2013</i>)
10	Developed a map of the MS4 as described in S5.B.3.ai through iii: <ul style="list-style-type: none"> • For one-third of the MS4 <i>no later than August 1, 2016</i> • For two-thirds of the MS4 <i>no later than August 1, 2017</i> • For the complete MS4 <i>no later than February 2, 2018.</i> •
11	Adopted and implemented an ordinance or other regulatory mechanism to prohibit non-stormwater discharges as described in S5.B.3.b. <i>(Required no later than February 2, 2016)</i> Cite the reference from the municipal code in <i>Comments</i> :
12	Developed a compliance strategy that includes public education, technical assistance, and enforcement provisions as described in S6.B.3.b.vii. <i>(Required by than February 2, 2016)</i>
13	Developed and implemented a program to identify, detect, and eliminate illicit discharges as described in S5.B.3.c. <i>(Required to begin by February 2, 2018).</i>
14	Prioritized receiving waters for field assessment as described in S5.B.3.c.ii. <i>(Required by August 1, 2016)</i>
15	Conducted field assessment as described in S5.B.3.c.iii: <ul style="list-style-type: none"> • For at least 20% of the MS4 <i>by August 1, 2017</i> • For at least 20% of the MS4 annually <i>after August 1, 2017.</i> •
16	Provided a publicly listed hotline for reporting spills and other illicit discharges. List the hotline number in the <i>Comments</i> field. <i>(Required to begin by August 1, 2015, S5.B.3.c.iv)</i>
16 b	Attach a summary of all hotline reports received and follow-up actions taken during the reporting period. (S5.B.3.c.iv)
17	Implemented an ongoing training program for all municipal field staff as described in S5.B.3.c.v. <i>(Required to begin by August 1, 2016)</i>

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17b	Enter number of staff trained and describe the key training topic areas in <i>Comments</i> field:
18	Developed and implemented a program to address non-stormwater discharges, including spills, and illicit connection into the MS4 as described in S5.B.3.d. (<i>Required to begin by February 2, 2016</i>)
19	Met timelines for responding to illicit discharges, including spills, and illicit connections as described in S5.B.3.d.iv. (<i>Required to begin by February 2, 2016</i>)
19b	Number of illicit discharges, including illicit discharges, eliminated during the reporting year:
20	Trained staff responsible for implementing IDDE program as described in S5.B.3.e. Enter number of staff trained and describe key training topic areas covered and dates of training in <i>Comments</i> field: (<i>Required to begin no later than February 2, 2016</i>).
Construction Site Stormwater Runoff Control	
21	Adopted an ordinance or other regulatory mechanism as described in S5.B.4.a. (<i>Required by August 1, 2016</i>). Cite reference from municipal code in <i>Comments</i> :
22	Made ordinance or other regulatory mechanism effective. (S5.B.34.a) (<i>Required by August 1, 2017</i>)
23	Adopted and implemented procedures for site plan review as described in S5.B.4.b. (<i>Required by August 1, 2017</i>)
24	Adopted and implemented site inspection procedures as described in S5.B.4.c. (<i>Required by August 1, 2017</i>)
24b	Number of permitted construction sites inspected during the reporting year:
25	Number of enforcement actions taken during the reporting period based on construction phase inspections at new development and redevelopment projects (<i>Required to begin by August 1, 2017, S5.B.4.c.i</i>)
26	Provided information to construction site operators about training and requirements of Appendix 1 as described in S5.B.4.d. Cite website address in <i>Comments</i> field, if located on your website:

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	Post Construction Stormwater Management for New Development and Redevelopment
27	Adopted an ordinance or other regulatory mechanism as described in S5.B.5.a. <i>(Required by August 1, 2016)</i> Cite reference from municipal code in <i>Comments</i> :
28	Implemented ordinance or other regulatory mechanism as described in S5.B.5.a. <i>(Required by August 1, 2017)</i>
29	Adopted and implemented procedures for site plan review as described in S5.B.5.b. <i>(Required by August 1, 2017)</i>
30	Adopted and implemented procedures for site inspection and enforcement as described in S5.B.5.c. <i>(Required by August 1, 2017)</i>
31	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment sites. (S5.B.5.c.ii) <i>(Required to begin by August 1, 2017)</i>
31b	Number of sites inspected during the reporting period:
32	Trained all staff involved in permitting, planning, review, inspection , and enforcement of provisions of S5.B.5. Enter number of staff trained and describe key training topic areas covered, and dates of training in <i>Comments</i> field. <i>(Required to begin by August 1, 2017)</i>
32	Provided information to design professionals about training to comply with Appendix 1 requirements as described in S5.B.5.e. <i>(Required to begin August 1, 2013)</i>
	Municipal Operations and Maintenance
33	Developed and implemented the schedule of activities as described in S5.B.6. <i>(Required by August 1, 2017)</i> .
34	Fully implemented the schedule of activities as described in S5.B.6. <i>(Required by February 2, 2018)</i>
35	Developed and implemented a Stormwater Pollution Prevention Plan for material storage areas, heavy equipment storage areas, and maintenance areas as described in S5.B.6.a.i. <i>(Required by February 2, 2018)</i>

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36	Established maintenance standards that are as protective, or more protective than those in Chapter 5, 6, and 8 of the 2004 <i>Stormwater Management Manual for Eastern Washington</i> . (S5.B.6.a) (Required by February 2, 2018)
37	Conducted spot checks of stormwater facilities after major storms. (S5.B.6.a.ii) (Required to begin by August 1, 2017)
38	Inspected 95% of all known stormwater treatment and flow control facilities owned, operated or maintained by the Permittee at least once by August 1, 2018. (S5.B.6.a.ii)
	S7 Total Maximum Daily Loads
39	Complied with Total Maximum Daily Load (TMDL) specific requirements identified in Appendix 2. (S7.A)
40	For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s).
	S8 Monitoring
41	Attach description of stormwater monitoring or stormwater-related studies as described in S8.B.
	General Conditions
42	Notified Ecology in accordance with G3 of any discharge into or from the Permittee’s MS4 which could constitute a threat to human health, welfare, or the environment. (G3)
42b	Number of G3 notifications provided to Ecology:
43	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)
44	Notified Ecology within 30 days of becoming aware that a discharge from the Permittee’s MS4 caused or contributed to a known or likely violation of water quality standards in the receiving water. (S4.F.1)
45	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.

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46	Attach a summary of the status of implementation of any actions take pursuant to S4.F.3 and the status of any monitoring assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d)
47	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20)
47b	Number of G20 non-compliance notifications provided during reporting year: