

**APPENDIX 3 – Annual Report Forms for Cities, Towns  
and Counties Covered under the  
Eastern Washington Phase II Municipal  
Stormwater Permit**

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### First Year Annual Report

Two printed copies and one electronic copy of this report are due to Ecology by March 31 following the reporting period (*S9 Reporting Requirements*). The reporting period is the previous calendar year. Complete sections I through VI. Do not leave any questions blank.

#### I. Permittee Information

<i>Permittee Name</i>	<i>Permit Coverage Number</i>	
<i>Contact Name</i>	<i>Phone Number</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> <input type="checkbox"/> County <input type="checkbox"/> City or Town <input type="checkbox"/> Other _____
<i>Major receiving water(s)</i>



**VI. Status Report For the First Year Annual Report due March 31, 2008**

Answer all the questions. If your answer is “No,” then in the *Comments* field provide the reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met. If the requirement does not apply to you, mark “NA” and you may explain why it does not apply to you in the *Comments* field.

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1. YES  NO  **Attached** annual written update of Permittee’s Stormwater Management Program (SWMP), including applicable requirements under S5.A.3 and S9.

*Comments:*

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2. YES  NO   
NA  **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.

*Comments:*

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3. YES  NO   
NA  Have NPDES permit coverage for all applicable construction projects and industrial facilities. (S5.B.6.a.i)

*Comments:*

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4. YES  NO  Provided information to construction site operators and design professionals about training available on how to comply with the MTRs in Appendix 1 and the BMPs in the SWMMEW, or an equivalent document? (S5.B.4.d)

*Comments:*

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5. 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.B)

*Comments:*

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6. YES  NO   
NA  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? (G3 and G20.C)

*Comments:*

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7. YES  NO  Attached a summary of the status of implementation of any actions taken



**Second Year Annual Report due March 31, 2009**

Two printed copies and one electronic copy of this report are due to Ecology by March 31, 2009 period (*S9 Reporting Requirements*). The reporting period is January 1, 2008 to December 31, 2008. Complete sections I through VI. Do not leave any questions blank.

**I. Permittee Information**

<i>Permittee Name</i>	<i>Permit Coverage Number</i>	
<i>Contact Name</i>	<i>Phone Number</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> <input type="checkbox"/> County <input type="checkbox"/> City or Town <input type="checkbox"/> Other _____
<i>Major receiving water(s)</i>

### III. 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. **Attach a copy of your agreement with the other entity (unless previously submitted).**

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### IV. Certification

Must be signed by the responsible official(s) of permittee or co-permittees

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 \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

### V. Submittal

If you are using this format instead of the Excel format from the Ecology website, deliver two printed and signed copies and one electronic copy (send CD ROM in MS Word format) of this report by March 31, 2009:

Department of Ecology  
Water Quality Program  
Municipal Stormwater Permits  
P.O. Box 47696  
Olympia, WA 98504-7696

## VI. Status Report For the Second Annual Report

Answer all the questions. If your answer is “No,” then in the *Comments* field provide the reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met. If the requirement does not apply to you, mark “NA.”

- 
1. YES  NO  **Attached** annual written update of Permittee’s Stormwater Management Program (SWMP), including applicable requirements under S5.A.3 and S9.

*Comments:*

- 
2. YES  NO   
NA  **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.

*Comments:*

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### S5.B.2 Public Involvement and Participation

3. YES  NO  **Attached** description of program or policy directive to create opportunities for the public to provide input on the development, implementation and update of the SWMP, including the development and adoption of required ordinances. (S5.B.2.a and S9.E.2.c)

*Comments:*

- 
4. YES  NO  Made the most current version of the SWMP available to the public. If posted on website, list address. (S5.B.2.b)

*Comments:*

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### S5.B.4 Construction Site Stormwater Runoff Control

5. YES  NO  Provided information to construction site operators about training available on how to install and maintain effective erosion and sediment controls and how to comply with the requirements of Appendix 1 and apply the BMPs in the *Stormwater Management Manual for Eastern Washington* or an equivalent document. (S5.B.4.d)

*Comments:*

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**S5.B.5 Post-Construction Stormwater Management for New Development and Redevelopment**

6. YES  NO  Provided information to design professionals about training available how to comply with the requirements of Appendix 1 and apply the BMPs in the *Stormwater Management Manual for Eastern Washington* or an equivalent document. (S5.B.5.e)

*Comments:*

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**S5.B.6 Pollution Prevention and Good Housekeeping for Municipal Operations**

7. YES  NO  Have obtained NPDES permit coverage for all applicable construction projects and industrial facilities. (S5.B.6.a.i)  
NA

*Comments:*

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**General Conditions**

8. YES  NO  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

*Comments:*

9. YES  NO  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

*Comments:*

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**S4 Compliance with Standards**

10. YES  NO  **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

*Comments:*

**Information Collection (S8.B.1)**

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.

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**Third Year Annual Report due March 31, 2010**

Two printed copies and one electronic copy of this report are due to Ecology by March 31, 2010 (S9 Reporting Requirements). The reporting period is January 1, 2009 through December 31, 2009. Complete sections I through VI. Do not leave any questions blank.

**I. Permittee Information**

<i>Permittee Name</i>	<i>Permit Coverage Number</i>	
<i>Contact Name</i>	<i>Phone Number</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> <input type="checkbox"/> County <input type="checkbox"/> City or Town <input type="checkbox"/> Other _____
<i>Major receiving water(s)</i>

### III. 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. **Attach a copy of your agreement with the other entity (unless previously submitted).**

--

### IV. Certification

Must be signed by the responsible official(s) of permittee or co-permittees

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 \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

### V. Submittal

If you are using this format instead of the Excel format from the Ecology website, deliver two printed and signed copies and one electronic copy (send CD ROM in MS Word format) of this report by March 31, 2010 to:

Department of Ecology  
Water Quality Program  
Municipal Stormwater Permits  
P.O. Box 47696  
Olympia, WA 98504-7696

## VI. Status Report For the Third Annual Report

Answer all the questions. If your answer is “No,” then in the *Comments* field provide the reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met. If the requirement does not apply to you, mark “NA.”

- 
1. YES  NO  **Attached** annual written update of Permittee’s Stormwater Management Program (SWMP), including applicable requirements under S5.A.3 and S9.

*Comments:*

- 
2. YES  NO   
NA  **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.

*Comments:*

- 
3. YES  NO  Began tracking or estimating the cost of development and implementation of the SWMP. (S5.A.4.a.ii)

*Comments:*

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### S5.B.2 Public Involvement and Participation

4. YES  NO  Implementing a program or policy with opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee’s SWMP. (S5.B.2.a)

*Comments:*

- 
5. YES  NO  Made the most current version of the SWMP available to the public. If posted on website, list address. (S5.B.2.b)

*Comments:*

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### S5.B.3 Illicit Discharge Detection and Elimination

6. YES  NO  Adopted an ordinance or other regulatory mechanism to prohibit illicit discharges and authorize enforcement actions, including on private property. (S5.B.3.b.i through viii)

*Comments:*

- 
7. YES  NO  Publicized a hotline or other local telephone number for public reporting of illicit discharges, including spills. **Attach** a summary of all reports

received and follow-up actions taken during the reporting period.  
(S5.B.3.d.ii)

*Comments:*

- 
8. YES  NO  Provided adequate training to all staff responsible for identification, investigation, termination, cleanup and reporting of illicit discharges and illicit connections. (S5.B.3.f)

*Comments:*

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#### **S5.B.4 Construction Site Stormwater Control**

9. YES  NO  Provided information to construction site operators and design professionals about training available on how to install and maintain effective erosion and sediment controls and how to comply with the requirements in Appendix 1 and the BMPs in the *Stormwater Management Manual for Eastern Washington*, or an approved equivalent. (S5.B.4.d)

*Comments:*

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#### **S5.B.6. Pollution Prevention and Good Housekeeping for Municipal Operations**

10. YES  NO  Have NPDES permit coverage for all applicable construction projects and industrial facilities. (S5.B.6.a.i)  
NA

*Comments:*

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

*Comments:*

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#### **General Conditions**

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

*Comments:*

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**13.** 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:*

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**S4 Compliance with Standards**

**14.** YES  NO  Attached a summary of the status of implementation of any actions taken pursuant to S4.F, and the results of monitoring, assessment, and evaluation efforts conducted during the reporting period. (S4.F.3.d)  
NA

*Comments:*

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**Information Collection (S8.B.1)**

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.

**B. SWMP Evaluation (S8.B & S9)**

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 fully implementing the entire program of BMPs for a component of the SWMP.

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**1.** YES  NO  Are the BMPs selected and implemented for Public Outreach appropriate

NA  to minimize pollutants in the MS4 to the MEP? (S8.B)

*Comments:*

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2. YES  NO  Are the BMPs selected and implemented for Public Involvement  
NA  appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)

*Comments:*

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3. YES  NO  Are the BMPs selected and implemented for Illicit Discharge  
NA  Detection and Elimination appropriate to minimize pollutants in the MS4  
to the MEP? (S8.B)

*Comments:*

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4. YES  NO  Are the BMPs selected and implemented for Construction  
NA  Stormwater Pollution Prevention appropriate to minimize pollutants in the  
MS4 to the MEP?

*Comments:*

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5. YES  NO  Are the BMPs selected and implemented for Post-Construction  
NA  Runoff Management appropriate to minimize pollutants in the MS4 to the  
MEP? (S8.B)

*Comments:*

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6. YES  NO  Are the BMPs selected and implemented for Good Housekeeping  
NA  for Municipal Operations appropriate to minimize pollutants in the MS4 to  
the MEP? (S8.B)

*Comments:*

**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.	
1. Old BMP:	Old Objective:
2. New BMP:	New Objective:
Justification for change:	
1. Old BMP:	Old Objective:
2. New BMP:	New Objective:
Justification for change:	

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**Fourth Year Annual Report due March 31, 2011**

Two printed copies and one electronic copy of this report are due to Ecology by March 31, 2011 (S9 Reporting Requirements). The reporting period is January 1, 2010 through December 31, 2010. Complete sections I through VI. Do not leave any questions blank.

**I. Permittee Information**

<i>Permittee Name</i>		<i>Permit Coverage Number</i>	
<i>Contact Name</i>		<i>Phone Number</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>		
<input type="checkbox"/> County	<input type="checkbox"/> City or Town	<input type="checkbox"/> Other _____
<i>Major receiving water(s)</i>		



## VI. Status Report For the Fourth Year Annual Report

Answer all the questions. If your answer is “No,” then in the *Comments* field provide the reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met. If the requirement does not apply to you, mark “NA.”

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### S5 Stormwater Management Program

1. YES  NO  **Attached** annual written update of Permittee’s Stormwater Management Program (SWMP), including applicable requirements under S5.A.3 and S9.

*Comments:*

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2. YES  NO   
NA  **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.

*Comments:*

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3. YES  NO  Tracked or estimated the cost of development and implementation of the SWMP? (S5.A.4.a.ii)

*Comments:*

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### S5.B.1 Public Education and Outreach

4. YES  NO  Identified and characterized target audiences for public outreach efforts. **Attach** a description of the target audiences. (S5.B.1.a)

*Comments:*

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### S5.B.2 Public Involvement and Participation

5. YES  NO  Implementing a program or policy with opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee’s SWMP. (S5.B.2.a)

*Comments:*

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6. YES  NO  Made the most current version of the SWMP available to the public. If posted on website, list address. (S5.B.2.b)

*Comments:*

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**S5.B.3 Illicit Discharge Detection and Elimination**

7. YES  NO  Publicized a hotline or other local telephone number for public reporting of illicit discharges, including spills. **Attach** a summary of all reports received and follow-up actions taken during the reporting period. (S5.B.3.d.ii)

*Comments:*

- 
8. YES  NO  Completed at least one-third of the map of your MS4. **Attach** a summary of the status of the mapping and updated storm drainage infrastructure information; do not include the map. (S5.B.3.a.i)

*Comments:*

- 
9. YES  NO  Prioritized receiving waters for visual inspection to identify previously unknown outfalls. (S5.B.3.c)

*Comments:*

- 
10. YES  NO  Provided adequate training to all staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges including spills, improper disposal, and illicit connections. (S5.B.3.c)

*Comments:*

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**S5.B.4 Construction Site Stormwater Runoff Control**

11. YES  NO  Provided information to construction site operators and design professionals about training available on how to comply with the requirements in Appendix 1 and the BMPs in the *Stormwater Management Manual for Eastern Washington*, or an equivalent document? (S5.B.4.d and S5.B.5.e)

*Comments:*

- 
12. YES  NO  Adopted an ordinance or other regulatory mechanism to require erosion and sediment controls and other construction-phase stormwater pollution controls at new development and redevelopment projects. (S5.B.4.a)

*Comments:*

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- 
13. YES  NO  If applicable, retained existing local requirements to apply stormwater controls at smaller sites. (S5.B.6.a.i)  
NA

*Comments:*

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**S5.B.5 Post-Construction Stormwater Management for New Development and Redevelopment**

14. YES  NO  Adopted an ordinance or other regulatory mechanism to require post-construction stormwater controls at new development and redevelopment projects. (S5.B.5.a)  
NA

*Comments:*

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**S5.B.6 Pollution Prevention and Good Housekeeping for Municipal Operations**

15. YES  NO  Have NPDES permit coverage for stormwater discharges for all applicable construction projects and industrial facilities. (S5.B.6.a.i)  
NA

*Comments:*

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**S8 Monitoring and Program Evaluation**

16. YES  NO  **Attached** a summary of the status of identification of sites for stormwater monitoring, if applicable. (S8.C.2.a.i)  
NA

*Comments:*

- 
17. YES  NO  **Attached** a summary of proposed questions for the SWMP effectiveness monitoring and status of developing the monitoring plan, if applicable. (S8.C.2.a.ii)  
NA

*Comments:*

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**General Conditions**

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

*Comments:*

- 
19. YES  NO  NA  Notified Ecology immediately in cases where the Permittee becomes aware of a discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare, or the environment? (G3)

*Comments:*

- 
20. 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:*

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#### **S4 Compliance with Standards**

21. YES  NO  NA  Attached a summary of the status of implementation of any actions taken pursuant to S4.F, and the results of any monitoring, assessment and evaluation efforts conducted during the reporting period. (S4.F.3.d)

*Comments:*

#### **A. Information Collection (S8.B.1 & S9)**

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.

#### **B. Evaluation of your SWMP (S8.B & S9)**

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

*Draft Eastern Washington Phase II Municipal Stormwater Permit*

protective of water quality in your receiving water bodies. This assessment may be entirely qualitative. Select “N/A” if you are not yet fully implementing the entire program of BMPs for a component of the SWMP.

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**1.** YES  NO  Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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**2.** YES  NO  Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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**3.** YES  NO  Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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**4.** YES  NO  Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?  
NA

*Comments:*

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**5.** YES  NO  Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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**6.** YES  NO  Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

**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.	
1. Old BMP:	Old Objective:
2. New BMP:	New Objective:
Justification for change:	
1. Old BMP:	Old Objective:
2. New BMP:	New Objective:
Justification for change:	

**Fifth Year Annual Report due March 31, 2012**

Two printed copies and one electronic copy of this report are due to Ecology by March 31, 2012 (S9 Reporting Requirements). The reporting period is January 1, 2011 through December 31, 2011. Complete sections I through VI. Do not leave any questions blank.

**I. Permittee Information**

<i>Permittee Name</i>	<i>Permit Coverage Number</i>	
<i>Contact Name</i>	<i>Phone Number</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> <input type="checkbox"/> County <input type="checkbox"/> City or Town <input type="checkbox"/> Other _____
<i>Major receiving water(s)</i>

**III. 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. **Attach a copy of your agreement with the other entity (unless previously submitted).**

--

**IV. Certification**

Must be signed by the responsible official(s) of permittee or co-permittees

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 \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**V. Submittal**

Deliver two printed and signed copies and one electronic copy (email the report in the Excel format from Ecology’s website or send on CD ROM in MS Word format or PDF, on CD ROM of this report by March 31, 2012 to:

Department of Ecology  
Water Quality Program  
Municipal Stormwater Permits  
P.O. Box 47696  
Olympia, WA 98504-7696

## VI. Status Report For the Fifth Year Annual Report

Answer all the questions. If your answer is “No,” then in the *Comments* field provide the reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met. If the requirement does not apply to you, mark “NA.”

- 
1. YES  NO  **Attached** annual written update of Permittee’s Stormwater Management Program (SWMP), including applicable requirements under S5.A.3 and S9.

*Comments:*

- 
2. YES  NO   
NA  **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.

*Comments:*

- 
3. YES  NO  Tracked or estimated the cost of development and implementation of the SWMP? (S5.A.4.a.ii)

*Comments:*

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### S5.B.1 Public Education and Outreach

4. YES  NO  Developed and fully implemented a public education and outreach strategy designed to reach all of the identified target audiences. **Attach** a description of the number and type of public education and involvement activities. (S5.B.1.b)

*Comments:*

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### S5.B.2 Public Involvement and Participation

5. YES  NO  Implementing a program or policy with opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee’s SWMP. (S5.B.2.a)

*Comments:*

- 
6. YES  NO  Made the most current version of the SWMP available to the public. If posted on website, list address. (S5.B.2.b)

*Comments:*

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**S5.B.3 Illicit Discharge Detection and Elimination**

7. YES  NO  Completed at least two-thirds of the map of your MS4. **Attach** a summary of the status of the mapping and updated storm drainage infrastructure information; do not include the map. (S5.B.3.a)

*Comments:*

- 
8. YES  NO  Developed and fully implemented an ongoing program to detect and address non-stormwater discharges to the MS4, including spills and illicit connections. (S5.B.3.c.i through iv)

*Comments:*

- 
9. YES  NO  Field assessed at least three high priority water bodies to verify outfall locations and detect illicit discharges. **Attach** a summary of unknown outfalls and illicit discharges discovered, and actions taken to eliminate the illicit discharges. (S5.B.3.c.ii)

*Comments:*

- 
10. YES  NO  Distributed appropriate information to target audiences to inform public employees, businesses, and the general public of hazards associated with illicit discharges. (S5.B.3.d.i)

*Comments:*

- 
11. YES  NO  Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? **Attach** a summary of all reports received and follow-up actions taken during the reporting period. (S5.B.3.d.ii)

*Comments:*

- 
12. YES  NO  Provided adequate training to all staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, including spills, and illicit connections. (S5.B.3.f)

*Comments:*

- 
13. YES  NO  Provided training to all municipal field staff that as part of their normal job responsibilities might come into contact with or otherwise observe an

illicit discharge or illicit connection to the MS4, including office personnel who might receive reports of illicit discharges. (S5.B.3.g)

*Comments:*

- 
- 14.** YES  NO  Adopted and implemented procedures for IDDE program evaluation and assessment. **Attach** summary of numbers and types of illicit discharges identified; inspections made; and any feedback received from public education efforts. (S5.B.3.e)

*Comments:*

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**S5.B.4 Construction Site Stormwater Runoff Control**

- 15.** YES  NO  Adopted and implemented procedures for construction site plan review. (S5.B.4.b)

*Comments:*

- 
- 16.** YES  NO  Reviewed *Stormwater Site Plans*, including construction SWPPPs for new development and redevelopment projects.  
Number of site plans reviewed during the reporting period: \_\_\_\_  
Number of SWPPPs reviewed during the reporting period: \_\_\_\_  
Number of site plans approved during the reporting period: \_\_\_\_  
(S5.B.4.b)

*Comments:*

- 
- 17.** YES  NO  Adopted and implemented procedures for site inspection and enforcement of construction stormwater pollution control measures. (S5.B.4.c)

*Comments:*

- 
- 18.** YES  NO  Provided adequate training for all staff involved in permitting, plan review, field inspection and enforcement for construction site runoff control. (S5.B.4.b.i and S5B.4.c.ii)

*Comments:*

- 
- 19.** YES  NO  Inspected construction-phase stormwater controls at new development and redevelopment projects.  
Number of sites inspected during the reporting period: \_\_\_\_  
Number of enforcement actions taken during the reporting period: \_\_\_\_  
(S5.B.4.c)

*Comments:*

- 
20. YES  NO  Provided information to construction site operators and design professionals about training available on how to comply with the requirements in Appendix 1 and the BMPs in the SWMMEW, or an equivalent document. (S5.B.4.d and S5.B.5.e)

*Comments:*

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**S5.B.5 Post-construction Stormwater management for New Development and Redevelopment**

21. YES  NO  Adopted and implemented procedures for post-construction site plan review. (S5.B.5.b)

*Comments:*

- 
22. YES  NO  Adopted and implemented procedures for post-construction site inspection and enforcement of post-construction stormwater control measures. (S5.B.5.c)

*Comments:*

- 
23. YES  NO  Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects.  
Number of sites inspected during the reporting period: \_\_\_\_  
Number of structural BMPs inspected during the reporting period: \_\_\_\_  
Number of enforcement actions taken during the reporting period: \_\_\_\_  
(S5.B.5.c)

*Comments:*

- 
24. YES  NO  Inspected structural BMPs at least once during installation.  
Number of BMPs inspected during the reporting period: \_\_\_\_  
(S5.B.5.c.ii)

*Comments:*

- 
25. YES  NO  Provided adequate training for all staff involved in permitting, planning, review, inspection and enforcement for post-construction stormwater control. (S5.B.5.d)

*Comments:*

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**S5.B.6 Pollution Prevention and Good Housekeeping for Municipal Operations**

26. YES  NO  Developed and fully implemented the Operation and Maintenance plan for municipal operations. (S5.B.6.a)

*Comments:*

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27. YES  NO  Inspected stormwater treatment and flow control facilities owned or operated by the Permittee at least once.

Number of known facilities: \_\_\_\_\_

Number of facilities inspected during the reporting period: \_\_\_\_\_

(S5.B.6.a.ii)

*Comments:*

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28. YES  NO  Have NPDES permit coverage for all applicable construction projects and  
NA  industrial facilities. (S5.B.6.a.i)

*Comments:*

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29. YES  NO  Conducted spot checks of stormwater facilities after major storms.  
(S5.B.6.a.ii)

*Comments:*

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30. YES  NO  Provided adequate training for staff with primary construction, operations, or maintenance job functions that are likely to impact stormwater quality.  
(S5.B.6.b)

*Comments:*

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**S8 Monitoring**

31. YES  NO  **Attached** information identifying the BMP(s) selected for runoff  
NA  treatment BMP effectiveness, and describes the status of identification of sites, if applicable. (S8.C.2.a.iii)

*Comments:*

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**General Conditions**

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

*Comments:*

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

*Comments:*

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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:*

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**S4 Compliance with Standards**

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

*Comments:*

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**A. Information Collection (S8.B.1)**

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.

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**B. Evaluation of your SWMP (S8.B & S9)**

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 fully implementing the entire program of BMPs for a component of the SWMP.

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1. YES  NO  Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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2. YES  NO  Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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3. YES  NO  Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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4. YES  NO  Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?  
NA

*Comments:*

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5. YES  NO  Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

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6. YES  NO  Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP? (S8.B)  
NA

*Comments:*

**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.	
1. Old BMP:	Old Objective:
2. New BMP:	New Objective:
Justification for change:	
1. Old BMP:	Old Objective:
2. New BMP:	New Objective:
Justification for change:	