

**Annual Report form for Cities and Counties**

*Ecology presents the draft annual report questions for public review and comment. The following questions are proposed to fully replace Sections VI through VIII of the existing Annual Report form. When the final 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 format will include instructions and a signatory page similar to the format used in the current permit cycle.*

1.	<b>Attach</b> 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 per S9.E.5?
2.	<b>Attach</b> updated annual Stormwater Management Program Report (SWMPR)? (S5.A.1)
3.	Implemented an ongoing program to gather, track, and maintain information per S5.A.2, including costs or estimated costs of developing and implementing the SWMP?
4.	Continued to implement some or all Stormwater Management Program (SWMP) components. ? (S5.B)
5.	Continued mapping the features listed in S5.C.2.a?
5b.	Map updates completed within 6 months of additional features being found, modified or constructed?
6.	<u>Counties</u> : Mapped existing, known connections <b>greater than</b> 8 inches in nominal diameter to tributary conveyances with a 24 inch nominal diameter or larger? (Required by August 1, 2017, S5.C.2.b.i)
7.	Mapped existing, known connections <b>equal to</b> 8 inches in nominal diameter to tributary conveyances with a 24 inch nominal diameter or larger? (Required by August 1, 2017, S5.C.2.b.ii)

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8.	Mapped connections and emergency overflows between stormwater treatment and flow control BMPs/facilities owned, operated, or maintained by the Permittee mapped in accordance with S5.C.2.a.iii and tributary conveyances mapped in accordance with S5.C.2.a.v? (Required by August 1, 2017, S5.C.2.b.iii)
9.	Implemented internal coordination agreement(s) or directives to facilitate compliance with the permit? (S5.C.3)
10.	<b>Attach</b> documentation identifying all departments conducting stormwater-related activities, their roles and responsibilities and organizational chart? ( <i>Required to be submitted once</i> by March 31, 2014, S5.C.3.a)
11.	Implemented coordination mechanisms clarifying roles and responsibilities for control of pollutants between any other municipal stormwater Permittee's physically interconnected municipal storm sewers? (S5.C.3.b.i)
12.	Coordinated stormwater management activities for shared waterbodies among Permittees and Secondary Permittees, as necessary to avoid conflicting plans, policies and regulations? (S5.C.3.b.ii)
13.	Describe in <i>Comments</i> field opportunities created for the public to participate in the decision making processes involving the development, implementation and updates of the SWMP? (S5.C.4.a)
14.	Posted the updated SWMPR and latest annual report on your website no later than May 31? (S5.C.4.b)
14b.	NOTE website address in <i>Comments</i> field.
15.	Submitted draft enforceable requirements, technical standards and manual to meet site and subdivision-scale minimum requirements of S5.C.5.a to Ecology by December 31, 2013? (S5.C.5.a.iii)
16.	Adopted and made effective the Ecology-approved enforceable requirements, technical standards and manual to meet site and subdivision-scale minimum requirements of S5.C.5.a by December 31, 2014? (S5.C.5.a.iii)

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17.	Number of exceptions granted to the minimum requirements in Appendix 1? (S5.B, S5.C.5.a.i, and Section 6 of Appendix 1)
18.	Number of variances granted to the minimum requirements in Appendix 1? (S5.B, S5.C.5.a.i, and Section 6 of Appendix 1)
19.	Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds in S5.C.5.a? (S5.C.5.a.v(1))
19b.	Number of stormwater site plans reviewed:
20.	Inspected, prior to clearing and construction, permitted 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 Damage Potential? (S5.C.5.a.v(2))
21.	Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? (S5.C.5.a.v(3))
22.	Number of construction sites inspected per S5.C.5.a.v(2) and (3)?
23.	Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects)? (S5.C.5.a.v(2), (3) and (6))
24.	Inspected permitted development sites that meet the thresholds in S5.C.5.a.i upon completion of construction and prior to final approval or occupancy to ensure proper installation of stormwater facilities? (S5.C.5.a.v.(3))
25.	Maintenance plans developed and responsibility for maintenance is assigned for permanent stormwater treatment and flow control BMPs/facilities? (S5.C.5.a.v.(3))
26.	Achieved at least 80% of required construction-related inspections? (S5.C.5.a.v.(4))
27.	Made Ecology's Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity available to representatives of proposed new development and redevelopment? (S5.C.5.a.vi)

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28.	All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites are trained to conduct these activities? (S5.C.5.a.vii)
29.	Reviewed and revised development-related enforceable documents to incorporate and require LID Principles and LID BMPs by December 31, 2014? (S5.C.5.b.i)
30.	<b>Attach</b> a summary of the LID review and revision process that includes the requirements listed in S5.C.5.b.ii? ( <i>Required once</i> by March 31, 2015)
31.	<u>Counties</u> : Selected a watershed for detailed stormwater basin planning by December 31, 2013? (S5.C.5.c.i) Insert watershed name in <i>Comments</i> field.
32.	<u>Counties</u> : Began a process to develop a watershed scale stormwater basin plan by February 2, 2014? (S5.C.5.c.ii)
32b.	<u>Counties</u> : <b>Attach</b> the schedule for conducting a stormwater planning process per S5.C.5.c.iv. ( <i>Required</i> by February 2, 2014, S5.C.5.c.iv(1))
33.	<u>Counties</u> : Submitted a final watershed scale stormwater basin plan for the identified watershed by August 1, 2016? (S5.C.5.c.iv(3))
34.	<b>Attach</b> an updated list of planned, individual projects scheduled for implementation during this permit term with the information specified in Appendix 11. (S5.C.5.6.c)
35.	Updated ordinance(s) or other enforceable documents as necessary to meet the requirements of S5.C.7 no later than February 2, 2018? (S5.C.7.b.i)
36.	Implemented a program to identify sites which are potentially pollution generating per S5.C.7.b.ii?
37.	<b>Attach</b> a summary of actions taken to implement the source control program per S5.C.7.b.iii and S5.C.7.b.iv.
38.	Number of sites inspected per S5.C.7.b.iii.

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39.	Implemented a regular training program in accordance with S5.C.7.b.v that ensures all staff whose primary duties are implementing the Source Control Program are trained to conduct these activities?
39b.	Number of staff trained? Describe key training topic areas in <i>Comments</i> field. (S5.C.7.b.v)
40.	Implemented a regulatory mechanism to effectively prohibit illicit discharges per the requirements in S5.C.8.a and b?
40b.	Cite regulatory mechanism to meet this requirement in <i>Comments</i> field. (S5.C.8)
41.	Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.8.c.i? Cite methodology used in the <i>Comments</i> field.
42.	<u>Cities</u> : Provide the percentage of conveyance systems screened in reporting year per S5.C.8.c.i? ( <i>Required to screen</i> the remaining unscreened 40% by August 1, 2017; 20% each year thereafter, S5.C.8.c.i.(1))
43.	<u>Counties</u> : Provide the percentage of conveyance systems in urban/higher density rural sub-basins screened in reporting year per S5.C.8.c.i? ( <i>Required to screen</i> the remaining unscreened 50% by August 1, 2017; 20% each year thereafter, S5.C.8.c.i.(2))
44.	<u>Counties</u> : Conducted field screening in 1 additional rural sub-basin per S5.C.8.c.i? ( <i>Required to screen</i> one by August 1, 2017; one additional each year thereafter, S5.C.8.c.i.(2))
45.	Provide the hotline for public reporting of spills and other illicit discharges in the <i>Comments</i> field. (S5.C.8.c.ii)
45b.	Number of hotline calls received?
46.	Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.8.c.iii?
46b.	Number of staff trained? Describe key training topic areas in <i>Comments</i> field. (S5.C.8.c.iii)

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47.	Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.8.d?
48.	Number of illicit discharges, including illicit connections, eliminated during the reporting year? (S5.C.8.d.iii and iv)
49.	<b>Attach</b> a summary of actions taken to characterize, trace and eliminate any illicit discharges found by or reported to the permittee. Include a description of actions according to required timeline per S5.C.8.d.iv. NOTE: Permittees that have opted to submit quarterly source identification reports per S8.E.2 may use those to meet this requirement.
50.	Municipal illicit discharge detection staff are trained to conduct illicit discharge detection and elimination activities referenced in S5.C.8.e?
50b.	Number of staff trained? Describe key training topic areas in <i>Comments</i> field. (S5.C.8.e)
51.	Participated in a regional emergency response program, or implemented procedures to investigate and respond to spills and improper disposal? (S5.C.8.f)
52.	Implemented maintenance standards in accordance with the provisions in S5.C.9.a? ( <i>Update required by December 31, 2014, S5.C.9.a</i> )
53.	Applied a maintenance standard for a facility or facilities which do not have maintenance standards specified in the Stormwater Management Manual for Western Washington? If so, note in the <i>Comments</i> field what kinds of facilities are covered by this alternative standard. (S5.C.9.a)
54.	Evaluated and, if necessary, updated the regulatory mechanism requiring maintenance of all permanent stormwater treatment and flow control BMPs/facilities and catch basins regulated by the Permittee, per S5.C.9.b.i.
55.	Annually inspected stormwater treatment and flow control BMPs/facilities regulated by the Permittee per S5.C.9.b.ii.

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56.	If using reduced inspection frequency on stormwater treatment and flow control BMPs/facilities regulated by the Permittee for the first time during this permit cycle, <b>attach</b> documentation per S5.C.9.b.iii?
57.	Inspected new residential stormwater treatment and flow control BMPs/facilities and catch basins every 6 months per S5.C.9.b.iv?
58.	Achieved at least 80% of required inspections? (S5.C.9.b.v)
59.	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.9.c.i)
59b.	Number of municipally owned or operated stormwater treatment and flow control BMPs/facilities inspected during the reporting period. (S5.C.9.c.i)
59c.	Number of municipally owned or operated stormwater treatment and flow control BMPs/facilities for which maintenance was performed during the reporting period. (S5.C.9.c.i )
60.	If using reduced inspection frequency for municipally owned or operated stormwater treatment and flow control BMPs/facilities for the first time during this permit cycle, <b>attach</b> documentation per S5.C.9.c.i?
61.	Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms? (S5.C.9.c.ii)
62.	Achieved at least 95% of required inspections per S5.C.9.c.iii?
63.	Inspected municipally owned or operated catch basins and inlets every year or used an alternative approach? Cleaned as needed? (S5.C.9.d.i)
63b.	Number of known catch basins?
63c.	Number of catch basins inspected?
63d.	Number of catch basins cleaned?
63e.	<b>Attach</b> documentation of alternative catch basin cleaning approach, if used? (S5.C.9.d.i.(1) or (2))

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64.	Achieved at least 95% of required inspections? (S5.C.9.d.iii)
65.	Implemented practices, policies and procedures to reduce stormwater impacts per S5.C.9.e?
66.	Implemented an ongoing training program for Permittee employees whose construction, operations or maintenance job functions may impact stormwater quality? (S5.C.5.f.)
67.	Number of staff trained? Describe key training topic areas covered in <i>Comments</i> field.
68.	Implemented a Stormwater Pollution Prevention Plan for all heavy equipment maintenance or storage yards, and material storage facilities per S5.C.9.g?
69.	<b>Attach</b> description of public education and outreach programs and stewardship activities conducted per S5.C.10.a, b and c?
70.	Measured the understanding and adoption of the targeted behaviors among at least one new audience in at least one new subject area per S5.C.10.d? ( <i>Required to begin</i> by February 2, 2015)
71.	<b>Attach</b> description of how results of the S5.C.10.d analysis are being used to direct education and outreach resources and evaluate changes in adoption of targeted behaviors? ( <i>Required</i> by February 2, 2016)
72.	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2? (S7.A)
73.	<b>For TMDLs listed in Appendix 2: Attach</b> a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter? (S7.A)
74.	<b>Attach</b> a description of any stormwater monitoring or stormwater-related studies as described in S8.B?
75.	Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for status and trends monitoring? (S8.C.1)

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76.	If choosing to conduct monitoring in accordance with S8.C.b, <b>attach</b> a data report in accordance with the approved QAPP? ( <i>Required to begin monitoring by July 1, 2014</i> )
77.	<u>Clark County</u> : Continued stormwater discharge monitoring per S8.C.2.a?
78.	<u>Clark County</u> : Submitted a revised QAPP? ( <i>Required by February 2, 2014, S8.C.2.b</i> )
79.	Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for effectiveness studies (S8.D.1)?
80.	If choosing to conduct stormwater discharge monitoring in accordance with S8.D.2, submitted a QAPP to Ecology by February 2, 2014?
81.	If choosing to conduct discharge monitoring, <b>attach</b> an annual stormwater monitoring report in accordance with S8.D.2 and Appendix 9. ( <i>Required to submit reports beginning March 31, 2016</i> ).
82.	If choosing to conduct an independent effectiveness study in accordance with S8.D.3, made payment in accordance with S8.D.3.a?
83.	If choosing to conduct an independent effectiveness study in accordance with S8.D.3, submitted a detailed study proposal to Ecology by February 2, 2014? (S8.D.3.b.i)
84.	If choosing to conduct an independent effectiveness study in accordance with S8.D.3, submitted a QAPP to Ecology within 120 days of Ecology's approval of the detailed study proposal? (S8.D.3.b.ii)
85.	If choosing to conduct an independent effectiveness study in accordance with S8.D.3, began full implementation of the study no later than 6 months following QAPP approval? ( S8.D.3.b.iii)

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86.	If choosing to conduct an independent effectiveness study in accordance with S8.D.3, <b>attach</b> interim results and status report. (S8.D.3.b.iv)
87.	Contributed to the RSMP for source identification and diagnostic monitoring information repository? (S8.E.1)
88.	If choosing to submit Detailed Quarterly Source Identification Reports, submitted all reports per S8.E.2 beginning May 1, 2014?
89.	Notified Ecology in accordance with G3 of any discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare or the environment? (G3)
90.	Number of G3 notifications provided to Ecology?
91.	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A?
92.	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)
93.	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a?
93a.	<b>Attach</b> a summary of the status of implementation of any actions taken pursuant to S4.F.3 and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period? (S4.F.3.d)
94.	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance? (G20)
95.	Number of non-compliance notifications provided in reporting year. List permit conditions described in non-compliance notification(s) in <i>Comments</i> field.