Appendix 12 - Annual Report Questions for Cities and Counties

Permittees are required to submit annual reports online or in a format provided by Ecology, pursuant to Special Condition S9.A.

1.	**Attach** a notification of any annexations, incorporations or jurisdictional boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period per S9.D.6.
2.	**Attach** updated annual Stormwater Management Program Plan (SWMP Plan). (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.	Maintained mapping data for the features listed in S5.C.2.a?
5.	Counties: Mapped tributary conveyances, as described in S5.C.2.a.v., for any urban/higher density rural sub-basins not mapped under the previous permit ? (Required no later than December 31, 2017, S5.C.2.b.i)
6.	Counties: Mapped existing, known connections greater than 8 inches in nominal diameter to tributary conveyances mapped in accordance with S5.C.2.b.i ? (Required no later than December 31, 2017, S5.C.2.b.ii)
7.	Mapped existing, known connections **equal to** 8 inches in nominal diameter to tributary conveyances mapped in accordance with S.5.C.2? (Required no later than December 31, 2017, S5.C.2.b.iii)
8.	Mapped connections between stormwater treatment and flow control BMPs/facilities and tributary conveyances mapped in accordance with S5.C.2. ? (Required no later than December 31, 2017, S5.C.2.b.iv)

8b.	Mapped all associated emergency overflows? (Required no later than December 31, 2017, S5.C.2.b.iv)
9.	Implemented internal coordination agreement(s) or directives to facilitate compliance with the permit? (S5.C.3.a)
10.	**Attach** a written description of internal coordination mechanisms. (*Required to be submitted once* no later than March 31, 2015, S5.C.3.a)
11.	Implemented coordination mechanisms clarifying roles and responsibilities for control of pollutants between physically interconnected MS4s per 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 *Comments* 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 SWMP Plan and latest annual report on your website no later than May 31? (S5.C.4.b)
14b.	NOTE website address in *Comments* field.
15.	Submitted draft enforceable requirements, technical standards and manual to meet site and subdivision-scale requirements of S5.C.5.a to Ecology no later than July 1, 2014? (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 requirements of S5.C.5.a no later than July 1, 2015? (S5.C.5.a.iii)
17.	Number of adjustments granted to the minimum requirements in Appendix 1? (S5.B, S5.C.5.a.i, and Section 5 of Appendix 1)

18.	Number of exceptions/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.i? (S5.C.5.a.v(1))
19b.	Number of stormwater site plans reviewed during the reporting period?
20.	Inspected, prior to clearing and construction, permitted development sites per 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 per S5.C.5.a.v(3)?
22.	Inspected permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of stormwater facilities per S5.C.5.a.v(4)?
23.	Number of construction sites inspected per S5.C.5.a.v?
24.	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 (4))
25.	Verified that a maintenance plan is completed and responsibility for maintenance is assigned for stormwater treatment and flow control BMPs/facilities? (S5.C.5.a.v(4))
26.	Achieved at least 80% of scheduled construction-related inspections? (S5.C.5.a.v.(5))
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)
28.	All staff whose primary job duties are 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, revised and made effective development-related enforceable documents to incorporate and require LID Principles and LID BMPs no later than ~~July 1~~June 30, 2015? (S5.C.5.b.i)
30.	**Attach** a summary of the LID review and revision process that includes the requirements listed in S5.C.5.b.ii. (Required once no later than March 31, 2016)
31.	Counties: Notified Ecology of the selected or proposed alternative watershed no later than October 31, 2013? (S5.C.5.c.i) ~~Insert watershed name in *Comments* field.~~
31b.	Counties: Insert name of selected or proposed watershed in *Comments* field.
32.	Counties: Submitted a scope of work and a schedule to Ecology for the complete watershed planning process no later than April 1, 2014? (S5.C.5.c.ii)
33.	Counties: Submitted a final watershed stormwater plan no later than October 1, 2016? (S5.C.5.c.iv)
34.	Submitted a list of planned, individual projects scheduled for implementation during this permit term with the information and formatting specified in Appendix 11 by March 31, 2014~~? **Attach** an updated list annually thereafter. (~~?.(S5.C.6.c)
34b.	Attach an updated list of planned, individual projects scheduled for implementation during this permit term with the information and formatting specified in Appendix 11. (S5.C.6.c)
35.	Implemented a program to identify commercial and industrial properties which have the potential to generate pollutants to the Permittee's MS4 per S5.C.7.b.ii?
36.	**Attach** a summary of actions taken to implement the source control program per S5.C.7.b.iii and S5.C.7.b.iv.
37.	Number of ~~sites inspected~~inspections per S5.C.7.b.iii?
38.	Implemented an ongoing source control training program per S5.C.7.b.v?

39.	Updated, if necessary, the regulatory mechanisms to effectively prohibit illicit discharges into the MS4 per S5.C.8.b no later than February 2, 2018? ~~If Yes, cite the code reference in *Comments* field.~~
39b.	If answered Yes to question 39, cite the code reference in *Comments* field.
40.	Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.8.c.i? Cite field scree~~ning methodology used in the *Comments* field.~~
40b.	Cite field screening methodology used in the *Comments* field.
41.	Provide the percentage of conveyance systems screened in reporting year per S5.C.8.c.i(1). (Required to screen 12% each year.)
42.	Cities: Field screened all the conveyance systems within the Permittee's incorporated area at least once no later than July 31, 2018? (S5.C.8.c.i.(2)
43.	Counties: Field screened all of the conveyance systems within the Permittee's urban/higher density rural sub-basins at least once no later than July 31, 2018?(S5.C.8.c.i(3))
44.	Provide the hotline telephone number for public reporting of spills and other illicit discharges in the *Comments* field. (S5.C.8.c.ii)
44b.	Number of hotline calls received?
45.	Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.8.c.iii?
46.	Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.8.d?

47.	Number of illicit discharges, including illicit connections, eliminated during the reporting year? (S5.C.8.d.iii and iv)
48.	**Attach** a summary of actions taken to characterize, trace and eliminate each illicit discharge found by or reported to the permittee. For each illicit discharge, include a description of actions according to required timelines per S5.C.8.d.iv.
49.	Trained staff responsible for illicit discharge detection and elimination activities per S5.C.8.e?
50.	Participated in a regional emergency response program, or implemented procedures to investigate and respond to spills and improper disposal? (S5.C.8.f)
51.	Implemented maintenance standards per S5.C.9.a?
51.b.	Updated ~~and implemented~~ maintenance standards per S5.C.9.a no later than June 30, 2015?
~~51.~~52.	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 *Comments* field what kinds of facilities are covered by this alternative standard. (S5.C.9.a)~~ (amended 2014)?(S5.C.9.a)
52b.	Note in the *Comments* field what kinds of facilities are covered by the alternative standard referenced in Question 52.
~~52.~~53.	Evaluated and, if necessary, updated the existing ordinances or other enforceable documents requiring maintenance of all permanent stormwater treatment and flow control BMPs/facilities (including catch basins that are part of the facilities) regulated by the Permittee. (S5.C.9.b.i)
~~53.~~54.	Implemented an ongoing inspection program for stormwater treatment and flow control BMPs/facilities regulated by the Permittee per S5.C.9.b.ii.
~~54.~~55.	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, **attach** documentation per S5.C.9.b.ii.

~~55.~~56.	Inspected permanent stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments every 6 months per S5.C.9.b.iii?
~~56.~~57.	Achieved at least 80% of inspections required per S5.C.9.b.ii and iii? (S5.C.9.b.iv)
~~57.~~58.	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities? (S5.C.9.c.i)
58b.	Number of municipally owned or operated stormwater treatment and flow control BMPs/facilities inspected during the reporting period? (S5.C.9.c.i)
58c.	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)
~~58.~~59.	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, **attach** documentation per S5.C.9.c.i.
~~59.~~60.	Conducted spot checks and inspections (if necessary) of potentially damaged stormwater treatment and flow control BMPs/facilities after major storm events? (S5.C.9.c.ii)
~~60.~~61.	Achieved at least 95% of required inspections per S5.C.9.c.iii?
~~61.~~62.	Inspected municipally owned or operated catch basins and inlets every year or used an alternative approach? Cleaned as needed? (S5.C.9.d.i)
62b.	Number of known catch?
62c.	Number of catch basins inspected during the reporting period?
62d.	Number of catch basins cleaned during the reporting period?
62e.	**Attach** documentation of alternative catch basin inspection approach, if used. (S5.C.9.d.i.(1), (2), or (3))

~~62.~~63.	Achieved at least 95% of required catch basin inspections? (S5.C.9.d.iii)
~~63.~~64.	Implemented practices, policies, and procedures to reduce stormwater impacts per S5.C.9.e?
~~64.~~65.	Implemented an ongoing training program per S5.C.9.f.?
~~65.~~66.	Implemented a Stormwater Pollution Prevention Plan for all heavy equipment maintenance or storage yards, and material storage facilities per S5.C.9.g?
~~66.~~67.	**Attach** description of public education and outreach efforts conducted per S5.C.10.
~~67.~~68.	Created stewardship opportunities (or partnered with others) to encourage resident participation in activities such as those described in S5.C.10.b?
~~68.~~69.	Used results of measuring the understanding and adoption of targeted behaviors among at least one audience in at least one subject area to direct education and outreach resources and evaluate changes in adoption of targeted behaviors. (*Required* no later than February 2, 2016, S5.C.10.c) ~~**Attach** description of how this requirement was met.~~
69b.	Attach description of how the requirement from Question 69 was met.
~~69.~~70.	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2? (S7.A)
~~70.~~71.	**For TMDL listed in Appendix 2: Attach** a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s). (S7.A)
~~71.~~72.	**Attach** a description of any stormwater monitoring or stormwater-related studies per S8.A.

~~72.~~73.	Submitted payment for participating in cost-sharing for regional stormwater monitoring program (RSMP) status and trends monitoring? (S8.B.1.a)
~~73.~~74.	If choosing to conduct monitoring in accordance with S8.B.1.b, **attach** a data report in accordance with the approved QAPP per S8.B.1.b.iii. (Required to begin monitoring no later than ~~July~~October 31, 2014)
~~74.~~75.	Clark County: Continued stormwater discharge monitoring per S8.B.2.a?
~~75.~~76.	Clark County: Submitted a revised QAPP no later than February 2, 2014? (S8.B.2.b)
~~76.~~77.	Submitted payment for participating in cost-sharing for RSMP effectiveness studies (S8.C.1)?
~~77.~~78.	If choosing to conduct stormwater discharge monitoring in accordance with S8.C.2, submitted a QAPP to Ecology no later than February 2, 2014? (S8.C.2.c)
~~78.~~79.	If choosing to conduct discharge monitoring, **attach** an annual stormwater monitoring report in accordance with S8.C.2 and Appendix 9. (Submit reports beginning March 31, 2016).
~~79.~~80.	Participated in cost-sharing for RSMP effectiveness studies in accordance with S8.C.3.a?
~~80.~~81.	Submitted a detailed effectiveness study proposal to Ecology no later than February 2, 2014 per S8.C.3.b.i?
~~81.~~82.	Submitted a QAPP to Ecology within 120 days of Ecology's approval of the detailed effectiveness study proposal? (S8.C.3.b.ii)
~~82.~~83.	Began full implementation of the effectiveness study no later than 6 months following QAPP approval? (S8.C.3.b.iii)
~~83.~~84.	A**ttach** interim results and status report. (S8.C.3.b.iv)

~~84.~~85.	Submitted payment for participating in the RSMP for source identification and diagnostic monitoring information repository? (S8.D)
~~85.~~86.	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)
~~86.~~87.	Number of G3 notifications provided to Ecology?
~~87.~~88.	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A?
~~88.~~89.	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)
~~89.~~90.	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a?
91b.	**Attach** 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)
~~90.~~91.	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance? (G20)
92.	Number of non-compliance notifications (G20) provided in reporting year?
92b.	~~Number of non-compliance notifications (G20) provided in reporting year?~~ List permit conditions described in non-compliance notification(s) in *Comments* field. (G20)