

Instructions on Filling out the Western WA Phase II Permit Annual Report Form--Excel worksheet version

1. Complete all TABS in the worksheet: (1) Permittee Information; (2) Certification; (3) ANNUAL REPORT (Section VI); (4) Info Collection (Section VII-A); (5) Info Collection (Section VII-B); (6) Info Collection (Section VII-C); and (7) Info Collection (Section VII-D).
2. The Certification form/TAB must be signed and certified by the responsible official(s). All TABs (except the INSTRUCTIONS) must be printed out and mailed to Ecology.
3. Answer every question. Use the *Comments* and *Attachment* fields only when necessary to provide additional information.
4. Type in a 0 (zero) in the # field of the ANNUAL REPORT tab if no activity has occurred. Do not leave the field blank. Do not type in NA (not applicable).
5. Do not add text to shaded fields.
6. Use the following tables to guide filling out the Y/N/NA field. The NA response is only available for certain questions. See below.
7. Save your completed Annual Report and email the Excel worksheet PLUS attachments to: PH2_WAnnRpt@ecy.wa.gov. **Ecology cannot accept incomplete or partially completed Annual Report forms.**

For questions in the ANNUAL REPORT and INFO COLLECTION tabs, select the category below that best describes your program's implementation status for the reporting year.	If your answer is "YES"...	If your answer is "NO"...
Did you <u>fully</u> meet the permit requirement <u>by</u> the deadline noted in the permit?	Mark <u>Y</u> in the Y/N/NA field. You may choose to provide additional detail about activities from the previous year in the <i>Comments</i> field.	Mark <u>N</u> in the Y/N/NA field. Provide following information in <i>Comments</i> field: "reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met." [See S9.E.2.d for full description of required additional information.]
Did you <u>fully</u> meet the permit requirement <u>in advance of</u> the permit deadline?	Mark <u>Y</u> in the Y/N/NA field. You may choose to note in <i>Comments</i> that this requirement has been met ahead of the permit deadline.	Mark <u>N</u> in the Y/N/NA field if you have not fully met this requirement and note in <i>Comments</i> that the requirement deadline is not yet due.

For those questions that accept an NA (not applicable) response...

<i>For questions 87-92 in Section VI and questions 1-4 in Section VII, Part D:</i> If this question does not apply to you...	Mark NA in the Y/N/NA field. Note in the <i>Comments</i> field that the requirement does not apply.
<i>For questions 1-6 in Section VII, Part B:</i> If you are not yet implementing BMPs for a component of the SWMP...	Mark NA in the Y/N/NA field. Note in the <i>Comments</i> field that you are not yet implementing this SWMP component.

REMINDER: Proceed to the **Permittee Information (I-III)** tab next.

I. Permittee Information	
Permittee Name City of Centralia	Permittee Coverage Number WAR 045027
Contact Name Kim Ashmore	Phone Number 360-330-7512
Mailing Address 1100 N Tower	
City Centralia	State Zip + 4 washington 98531-5044
Email Address kashmore@cityofcentralia.com	

II. Regulated Small MS4 Location								
Jurisdiction Lewis County	Entity Type: Check the box that applies <table border="1"> <tr> <th>County</th> <th>City/Town</th> <th>Other</th> </tr> <tr> <td></td> <td>X</td> <td></td> </tr> </table>		County	City/Town	Other		X	
County	City/Town	Other						
	X							
Major Receiving Water(s) Chehalis River								

III. Relying on another Governmental Entity	
<p>If you are relying on another governmental entity to satisfy one or more of the permit obligations, list the entity and briefly describe the permit obligation(s) they are implementing on your behalf below. <i>Attach a copy of your agreement with the other entity to provide additional detail.</i></p>	
Name of Entity:	Permit Obligation(s):

IV. Certification

All annual reports must be signed and certified by the responsible official(s) of permittee or co-permittees. Please print and sign this page of the reporting form and mail it (with an original signature) to Ecology at the address noted below. An electronic signature will not suffice.

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 _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____

VI. Status Report Covering Calendar Yr: 2007
Jurisdiction Name: City of Centralia

PLEASE label any information in attachments with corresponding question numbers.

NOTE: Items that have future compliance dates must still be answered to indicate status.

NOTE: Some [bracketed language] is included to provide clarification or to address errors.

PLEASE indicate reporting year and your jurisdiction in Line 1, above.

PLEASE refer to the INSTRUCTIONS tab for assistance filling out this table.

PLEASE review your work for completeness and accuracy. Save this worksheet as you go!

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
1. Attached annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			see attachment A
2. 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?	N		no annexations, incorporations or boundary changes for 2007	
3. Implemented an ongoing program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation and permit compliance and to set priorities? (S5.A.3)	Y		hired a stormwater project specialist for 2008 to track, maintain stormwater system and evaluate SWMP and budget to implement and comply with SWMP and permit. Monthly reports and quarterly meetings with citizens advisory board and use of maintenance management software (GBA)	
4. Began tracking costs or estimated costs of the development and implementation of the SWMP? (<i>Required</i> no later than January 1, 2009, S5.A.3.a)	Y		hired a stormwater project specialist for 2008 to track, maintain stormwater system and evaluate SWMP and budget to implement and comply with SWMP	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
5.	SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? (S5.C.1)	Y			SWMP Section 2 Table 1, Section 5 bullet 5.2.2.4
6.	Distributed appropriate information to target audiences identified in the area served by the MS4? (<i>Required</i> by February 15, 2009, S5.C.1.a)	N		requirement deadline not yet due	
6b.	Please mark a Y next to audiences targeted in Y/N/NA box:				
i	General Public	N			
ii	Home-based business	N			
iii	Elected officials	N			
iv	Developers	N			
v	Contractors	N			
vi	Permittee Employees	N			
vii	Residents	N			
viii	Businesses	N			
ix	Policy makers	N			
x	Engineers	N			
xi	Property managers	N			
xii	Homeowners	N			
xiii	Mobile businesses	N			
xiv	Industries	N			
xv	Landscapers	N			
xvi	Planning Staff	N			
7.	Tracked the types of public education and outreach activities implemented? (<i>Required</i> by February 15, 2009, S5.C.1.b and S5.A.3.b)	Y		Citizens Advisory Board Meetings, council workshop, city newsletter articles	
7b.	Number of activities implemented:		5		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
8.	Measured the understanding and adoption of the targeted behaviors among targeted audiences? (<i>Required</i> by February 15, 2009, S5.C.1.b)	N		requirement deadline not yet due	
9.	Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee’s SWMP? (<i>Required</i> by February 15, 2008, S5.C.2.a)	Y		storm and surface water advisory board is updated monthly through email and quarterly meetings as scheduled. Held 2 council workshops on the SWMP.	
10.	Developed and implemented a process for public involvement and consideration of public comments on the SWMP? (<i>Required</i> by February 15, 2008, S5.C.2.a)	Y		met requirement before deadline. Citizens Advisory Board meetings. Council workshop and review of SWMP	
11.	Made the most current version of the SWMP available to the public? (S5.C.2.b)	Y		available on website and through the office	
12.	Posted the SWMP on your website? (S5.C.2.b)	Y			
12b.	NOTE website address in <i>Attachment</i> field:				www.centraliaguide.com
13.	Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee’s MS4? (<i>Required</i> August 19, 2011, S5.C.3)	N		requirement deadline not yet due	
14.	Developed and currently maintain a map of your MS4? (<i>Required</i> by February 15, 2011, S5.C.3.a)	Y		met requirement before deadline	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
14b. [Initiated a program to develop and maintain a map of all connections to the MS4 authorized or allowed by the Permittee after the Permit effective date? (S5.C.3.a.ii)]	Y			
15. Map shows the location of all known municipal separate storm sewer outfalls, receiving waters and structural stormwater BMPs owned, operated, or maintained by the Permittee? (<i>Required</i> by February 15, 2011, S5.C.3.a.i)	N		requirement deadline not yet due	
16. Map shows all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems and includes tributary conveyances, associated drainage areas and land use? (<i>Required</i> by February 15, 2011, S5.C.3.a.i)	N		requirement deadline not yet due	
17. Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? (<i>Required</i> by February 15, 2011, S5.C.3.a.iii)	N		requirement deadline not yet due	
18. Map has been made available upon request? (S5.C.3.a.iv)	N		requirement deadline not yet due	
19. Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illegal discharges, and/or dumping into the Permittee's MS4? (<i>Required</i> by August 15, 2009, S5.C.3.b)	N		requirement deadline not yet due	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
20.	Developed and implemented an ongoing program to detect and address non-stormwater discharges, spills, illicit connections and illegal dumping into the Permittee's MS4? <i>(Required by August 19, 2011, S5.C.3.c)</i>	N		requirement deadline not yet due	
21.	Developed procedures for locating priority areas likely to have illicit discharges, including at a minimum: evaluating land uses and associated business/industrial activities present; areas where complaints have been registered in the past; and areas with storage of large quantities of materials that could result in spills? <i>(Required by August 19, 2011, S5.C.3.c.i)</i>	N		requirement deadline not yet due	
22.	Implemented field assessment activities, including visual inspection of priority outfalls identified during dry weather, and for the purposes of verifying outfall locations, identified previously unknown outfalls, and detected illicit discharges? <i>(Required by August 19, 2011, S5.C.3.c.ii)</i>	N		requirement deadline not yet due	
23.	Prioritized receiving waters for visual inspection? <i>(Required by February 15, 2010, S5.C.3.c.ii)</i>	N		requirement deadline not yet due	
24.	Conducted field assessments for three high priority water bodies? <i>(Required by February 15, 2011, S5.C.3.c.ii)</i>	N		requirement deadline not yet due	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
25. Conducted field assessments on at least one high priority water body? (<i>Required</i> annually after February 15, 2011, S5.C.3.c.ii)	N		requirement deadline not yet due	
26. Developed and implemented procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee? (<i>Required</i> by August 19, 2011, S5.C.3.c.iii)	N		requirement deadline not yet due	
27. Developed and implemented procedures for tracing the source of an illicit discharge; including visual inspections, and when necessary, opening manholes, using mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures? (<i>Required</i> by August 19, 2011, S5.C.3.c.iv)	N		requirement deadline not yet due	
28. Developed and implemented procedures for removing the source of the discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated? (<i>Required</i> by August 19, 2011, S5.C.3.c.v.)	N		requirement deadline not yet due	
29. Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? (<i>Required</i> by August 19, 2011, S5.C.3.d)	N		requirement deadline not yet due	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? <i>(Required by August 19, 2011, S5.C.3.d.i)</i>	N		requirement deadline not yet due	
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? <i>(Required by February 15, 2009, S5.C.3.d.ii)</i>	N		have contacted Fire Authority to discuss use of the 911 system	Chief Jim Walkowski
31b.	Number of calls received:		0		
31c.	Number of follow-up actions taken:		0		
32	Tracked the number and type of spills? <i>(Required by August 19, 2011, S5.C.3.e)</i>	N		requirement deadline not yet due	
32b.	Number of spills:		0		
33	Tracked the number of illicit discharges identified? <i>(Required by August 19, 2011, S5.C.3.e)</i>	N		requirement deadline not yet due	
33b.	Number of illicit discharges identified:		0		
34	Tracked the number inspections made for illicit connections? <i>(Required by August 19, 2011, S5.C.3.e)</i>	N		requirement deadline not yet due	
34b.	Number of inspections:		0		
35	Received feedback from [IDDE] public education efforts? <i>(Required by August 19, 2011, S5.C.3.e)</i>	N		requirement deadline not yet due	
36	Attached report on [IDDE] public education efforts? <i>(Required by August 19, 2011, S5.C.3.d, S5.C.3.e)</i>	N		requirement deadline not yet due	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
37	Municipal field staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, improper disposal and illicit connections are trained to conduct these activities? (<i>Required</i> by August 15, 2009, S5.C.3.f.i)	N		requirement deadline not yet due	
37b.	Number of trainings provided:		0		
37c.	Number of staff trained:		0		
38	Provided follow-up training as needed to address changes in procedures, techniques or requirements? (<i>Required</i> by August 15, 2009, S5.C.3.f.i)	N		requirement deadline not yet due	
38b.	Number of trainings provided:		0		
38c.	Number of staff trained:		0		
39	Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? (<i>Required</i> by February 15, 2010, S5.C.3.f.ii.)	N		requirement deadline not yet due	
39b.	Number of trainings provided:		0		
39c.	Number of staff trained:		0		

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable	
40	Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? (<i>Required by August 15, 2009, S5.C.4</i>)	Y		met requirement before deadline. Adopted 2005 stormwater managemnet manual for western washington and all new and redeveloped projects must comply with. Inspection and compliance enforced by Engineering department	
41	Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (<i>Required by August 15, 2009, S5.C.4</i>)	Y			
42	Applied stormwater runoff program to private and public development, including roads? (<i>Required by August 15, 2009, S5.C.4</i>)	Y		met requirement before deadline adopted 2005 stormwater management manual for western washington	
43	Applied the Technical Thresholds in Appendix 1 to all sites 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (<i>Required by August 15, 2009, S5.C.4</i>)	Y			
44	Adopted and implemented regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? (<i>Required by August 15, 2009, S5.C.4.a</i>)	Y		addopted 2005 stormwater managemnt manual for western washington	city ordinance 15.35 storm and surface water managemnet

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4?	N			
46	The ordinance or other enforceable mechanism includes the minimum requirements, technical thresholds, and definitions in Appendix 1 (or an equivalent approved by Ecology under the NPDES Phase I Municipal Stormwater Permit) for new development, redevelopment, and construction sites? (<i>Required</i> by August 15, 2009, S5.C.4.a.i)	Y		met requirement before deadline	
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? (<i>Required</i> by August 15, 2009, S5.C.4.a.i., and Section 6 of Appendix 1)	Y		met requirement before deadline	
48	Were exceptions or variances to the minimum requirements in Appendix 1 granted? (<i>Required</i> by August 15, 2009, S5.C.4.a.i., and Section 6 of Appendix 1)	N		requirement deadline not yet due	
48b.	If so, how many were granted?		0		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
49	The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? (<i>Required</i> by August 15, 2009, S5.C.4.a.ii)	Y		met requirement before deadline adopted 2005 stormwater management manual for western washington
49b.	Cite documentation to meet this requirement in <i>Attachment</i> field:			adopted 2005 western washington stormwater manual
50	The ordinance or other enforceable mechanism provides the legal authority, through the approval process for new development, to inspect private stormwater facilities that discharge to the Permittee's MS4? (<i>Required</i> by August 15, 2009, S5.C.4.a.iii)	Y		city ordinance 15.35.120 storm and surface water managemnet

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>	
51	The ordinance or other enforceable mechanism allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces and minimize the disturbance of native soils and vegetation? (<i>Required</i> by August 15, 2009, S5.C.4.a.iv)	Y		met requirement before deadline adopted 2005 stormwater management manual for western washington	
52	If the ordinance or regulatory mechanism allows construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2, does it include appropriate, escalating enforcement sanctions for construction sites that provide notice to the Permittee of their intention to apply the waiver but do not meet the requirements (including timeframe restrictions, limits on activities that result in non-stormwater discharges, and implementation of appropriate BMPs to prevent violations of water quality standards) to qualify for the waiver? (If waiver is allowed, the qualification is <i>required</i> by August 15, 2009, S5.C.4.a.v)	N		requirement deadline not yet due	
53	Developed and implemented a permitting process to address runoff from new development, redevelopment and construction site activities with plan review, inspection, and enforcement capability? (<i>Required</i> by August 15, 2009, S5.C.4.b)	Y		will consider adding fines to the ordinance	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
54 Applied permitting process to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? <i>(Required by August 15, 2009, S5.C.4.b)</i>	Y		met requirement before deadline, part of site plan review committee	
55 Reviewed Stormwater Site Plans for new development and redevelopment projects? <i>(Required by August 15, 2009, S5.C.4.b.i)</i>	Y		met requirement before deadline, part of SPRC (site plan review committee)	
55b. Number of site plans reviewed during the reporting period:		24	number of site plans reviewed at SPRC (site plan review committee) meetings in 2007	
56 Inspected, prior to clearing and construction, all known 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 Potential? <i>(Required by August 15, 2009, S5.C.4.b.ii)</i>	N		requirement deadline not yet due	
56b. Number of [qualifying] sites inspected [prior to clearing and construction] during the reporting period:		0		
57 Inspected construction-phase stormwater controls at all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? <i>(Required by August 15, 2009, S5.C.4.b.iii)</i>	Y		met requirement before deadline	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
57b. Number of sites inspected during [the construction phase for] the reporting period:		8		
58 Enforced as necessary based on the inspection at new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.iii)	Y		met requirement before deadline	
58b. Number of enforcement actions taken during the reporting period:		8	all enforcement verbal will develop enforcemnet log book in early 2008	
59 Inspected [qualifying] permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv and v)	Y		met requirement before deadline	
59b. Number of [qualifying] sites known during the reporting period:		5		
59c. Number of [qualifying] sites inspected during the reporting period:		8		
60 Verified a maintenance plan is completed and responsibility for maintenance is assigned [for qualifying projects]? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv)	N		requirement deadline not yet due	
61 Enforced [regulations] as necessary based on the inspection? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv)	Y		met requirement before deadline	
61b. Number of enforcement actions taken during the reporting period:		8	all verbal	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance [with the regulations for qualifying projects]? (Required by August 15, 2009, S5.C.4.b.vi)	N		requirement deadline not yet due	
63	Did the Permittee choose to allow construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	Y			
63b.	If yes, how many waivers were allowed ?		1	1119 w first st allowed by DOE	
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? (Required by August 15, 2009, S5.C.4.c)	N		requirement deadline not yet due	
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (Required by August 15, 2009, S5.C.4.c.i)	N		requirement deadline not yet due	
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (Required by August 15, 2009, S5.C.4.c)	N		requirement deadline not yet due	
66b.	Number of sites inspected during the reporting period:		0		
66c.	Number of structural BMPs inspected during the reporting period:		0		
66d.	Number of enforcement actions taken during the reporting period:		0		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
67 Established maintenance standards that are as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 Stormwater Management Manual for Western Washington ? (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	N		requirement deadline not yet due	
68 Performed timely maintenance as per S5.C.4.c.ii? (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	N		requirement deadline not yet due	
68b. Attached documentation of any maintenance delays. (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	N		requirement deadline not yet due	
69 Annually inspected all stormwater treatment and flow control facilities (other than catch basins) permitted by the Permittee according to S5.C.4.b. unless there are maintenance records to justify a different frequency? (<i>Required</i> by August 15, 2009, S5.C.4.c.iii)	N		requirement deadline not yet due	
70 If using reduced inspection frequency, Attached documentation as per S5.C.4.c.iii? (<i>Required</i> by August 15, 2009, S5.C.4.c.iii)	N		requirement deadline not yet due	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
71 Inspected all new stormwater treatment and flow control facilities owned or operated, including catch basins, for new residential developments that are a part of a larger common plan of development or sale, every 6 months during the period of heaviest house construction (i.e., 1 to 2 years following subdivision approval) to identify maintenance needs and enforce compliance with maintenance standards as needed? (<i>Required</i> by August 15, 2009, S5.C.4.c.iv)	N		requirement deadline not yet due	
71b. Number of facilities inspected during the reporting period:		0		
72 Implemented a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, other enforcement records, maintenance inspections and maintenance activities? (<i>Required</i> by August 15, 2009, S5.C.4.d)	N		requirement deadline not yet due	
73 Provided copies of the Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity to representatives of proposed new development and redevelopment? (S5.C.4.e)	N		copies from DOE will be provided at SPRC (site plan review committee)beginning in February 2008	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
74	All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement were trained to conduct these activities? (<i>Required</i> by August 15, 2009, S5.C.4.f)	Y		staff from the engineering department, attended "certification of erosion and sediment control lead in accordance with bmp 160 of the stormwater managemnet manual for western washington" training	
74b.	Number of trainings provided:		2		
74c.	Number of staff trained:		3	engineering staff Brian Harding, Patti Page, Steve Spurgeon	
75	Developed and implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (<i>Required</i> by February 15, 2010, S5.C.5)	N			
76	Adopted maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 Stormwater Management Manual for Western Washington ? (<i>Required</i> by February 15, 2010, S5.C.5.a)	Y		met requirement before deadline, adopted 2005 stormwater managemnet manual for western washington	
77	Performed timely maintenance as per S5.C.5.a.ii? (<i>Required</i> by February 15, 2010, S5.C.5.a.ii)	N		requirement deadline not yet due	
77b.	Attached documentation of any maintenance delays. (<i>Required</i> by February 15, 2010, S5.C.5.a.ii)	N		requirement deadline not yet due	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
78	Annually inspected and maintained all stormwater treatment and flow control facilities (other than catch basins)? (<i>Required</i> by February 15, 2010, S5.C.4.c.iii)	N		requirement deadline not yet due	
78b.	Number of known facilities:				
78c.	Number of facilities inspected during the reporting period:		0		
79	If using reduced inspection frequency, Attached documentation as per S5.C.5.a.ii? (<i>Required</i> by February 15, 2010, S5.C.5.b)	N		requirement deadline not yet due	
80	Conducted spot checks of stormwater facilities after major storms? (<i>Required</i> by February 15, 2010, S5.C.5.c)	N		requirement deadline not yet due	
80b.	Number of known facilities:		200	estimate only	
80c.	Number of facilities inspected during the reporting period:		0		
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? (<i>Required</i> by February 15, 2010, S5.C.5.d)	N		we are currently 43% complete	
81b.	Number of known catch basins:		2115	includes manholes	
81c.	Number of inspections:		902		
81d.	Number of catch basins cleaned:		83		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>	
82	Established and implemented practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the Permittee, and road maintenance activities conducted by the Permittee? (<i>Required by February 15, 2010, S5.C.5.f</i>)	N		requirement deadline not yet due	
83	Established and implemented policies and procedures to reduce pollutants in discharges from all lands owned or maintained by the Permittee and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities? (<i>Required by February 15, 2010, S5.C.5.g</i>)	N		requirement deadline not yet due	
84	Initiated or implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (<i>Required by February 15, 2010, S5.C.5.h.</i>)	N		requirement deadline not yet due	
84b.	Number of trainings provided:		0		
84c.	Number of staff trained:		0		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
85 Initiated or implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit? (<i>Required by February 15, 2010</i> , S5.C.5.i)	N		requirement deadline not yet due	
86 Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	N			
87 Complied with the specific requirements identified in Appendix 2? (S7.A)	NA			
88 Attached status report of TMDL implementation? (S7.A)	NA			
89 Where monitoring was required in Appendix 2, did you conduct the monitoring according to a Quality Assurance Project Plan? (S7.A)	N		no monitoring completed in 2007	
90 Took appropriate action to correct or minimize the threat to human health or the environment or otherwise stop or correct the condition of any instances of non-compliance with any of the terms and conditions of this Permit, including discharges from the Permittee's MS4 which may cause a threat to human health or the environment? (G20 and S4.F)	Y			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
90b. [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))	N			
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 and S4.F)	N			
92 Notified Ecology immediately in cases where the Permittee becomes aware of a discharge from the Permittees MS4 which may cause or contribute to an eminent threat to human health or the environment? (G20 and S4.F)	N			

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part A for all annual reports.

NOTE: Please note in Row 1 of the table if you have no information to report.

NOTE: Please limit your entries to 255 characters per cell. You may include additional information in your Supplemental Documentation attachment and reference it below with the page number.

A. Information Collection

Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)	Who/how to contact for additional information?
1. no information to report in 2007	Kim Ashmore 360-330-7512
2.	
3.	
4.	
5.	
6.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

B. SWMP Evaluation

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 “NA” if you are not yet implementing BMPs for a component of the SWMP. (S8.B.2., and S9)

Question	Y/N/NA	Comments (50 word limit)
1. Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP?	N	
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	N	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	N	
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	taken from 2005 stormwater management manual for western washington
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	Y	taken from 2005 stormwater management manual for western washington
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	NA	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part C for all annual reports.

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. (S8.B.2., and S9)

NOTE: You may choose to attach additional documentation justifying Changes in BMPs or objectives. Note such attachments in the *Justification for change* field.

Old BMP	Old Objective	New BMP	New Objective	Justification for Change
1 None				
2				
3				
4				
5				
6				
7				

VII. Information Collection, BMP Evaluation, and Monitoring

D. Preparation for future, long-term monitoring

Complete section D for the fourth annual report only.

Question	Y/N/NA	Comments (50 word limit)	Name of Attachment? Page Number?
1. Identified outfalls or conveyances for long-term stormwater monitoring?	NA	requirement deadline not yet due	
1b. Attach site maps and descriptions. (S8.C.2.a)			
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)	NA	requirement deadline not yet due	
2b. Attach the proposed questions and monitoring plans for SWMP effectiveness monitoring.			
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	NA	requirement deadline not yet due	
3b. Attach a copy of the monitoring plan.			
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)	NA	requirement deadline not yet due	
4b. Attach a summary of the status of site identification for long-term stormwater monitoring; proposed questions for SWMP effectiveness monitoring; and status of developing the SWMP effectiveness monitoring plans.			