

Instructions on Filling out the Western WA Phase II Municipal Stormwater Permit Annual Report Form

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. For questions asking for a number, type in a 0 (zero) in the # field of the ANNUAL REPORT tab if no activity has occurred. Do not leave the field blank.
5. Do not add text to shaded fields.
6. Use the following tables to guide filling out the Y/N/NA field. 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.**

If you met the permit requirement by the deadline in the permit...	<p>Mark Y in the Y/N/NA field.</p>
If you did not meet the permit requirement by the deadline in the permit.....	<p>Mark N in the Y/N/NA field.</p> <p>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.]</p>
If the permit requirement does not apply to you or is not yet due.....	<p>Mark NA in the Y/N/NA field.</p> <p>You may note in the <i>Comments</i> field if the requirement is not yet due.</p>

Reminder: Proceed to the Permittee Information (I-III) tab next

I. Permittee Information	
Permittee Name City of Oak Harbor	Permittee Coverage Number WAR04-5554
Contact Name Steve Bebee	Phone Number (360) 279-4764
Mailing Address 865 SE Barrington Dr.	
City Oak Harbor	State Zip + 4 WA 98277
Email Address sbebee@oakharbor.org	

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

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 _____

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

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

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

NOTE: Highlighted questions indicate permit requirements that are due for calendar year 2008.

NOTE: For clarification on how to answer questions, place cursor over cells with red flags.

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			2008 Stormwater Management Program Update
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?	Y			Annexations
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			
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		The City uses a software program (GBA) to track all cost associated to the SWMP	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
5.	SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? (<i>Required to begin</i> by February 15, 2009, S5.C.1)	Y		Our education program targets specific businesses, community groups, and residents.	BMPs for Landscapers, construction, restaurants.
6.	Distributed appropriate information to target audiences identified in the area served by the MS4? (<i>Required to begin</i> by February 15, 2009, S5.C.1.a)	Y		Distributed BMP brochures for restaurants to all city restaurants, and 26 landscapers who attended our open house.	BMPs for Landscapers and restaurants.
6b.	Please mark a Y next to audiences targeted in Y/N/NA box:	y			
i	General Public	Y			
ii	Home-based business	Y		Through the Chamber of Commerce	
iii	Elected officials	Y		At LID Summit monthly meetings	
iv	Developers	NA			
v	Contractors	Y			
vi	Permittee Employees	Y		Displays at city hall	
vii	Residents	Y		At conferences, farmer's mkt, displays, etc.	
viii	Businesses	Y		Through the Chamber of Commerce and Harborside Merchants Association	
ix	Policy makers	Y		At meetings	
x	Engineers	NA			
xi	Property managers	Y		At Open House	
xii	Homeowners	Y		By offering inspections and consultation	
xiii	Mobile businesses	NA			
xiv	Industries	Y			
xv	Landscapers	Y		At Open House	
xvi	Planning Staff	Y		They are well versed	
7.	Tracked the types of public education and outreach activities implemented. (<i>Required to begin</i> by February 15, 2009, S5.C.1.c)	Y		Was able to present to 1,643 people with school and scout programs, presentations at conferences, meetings, civic and community groups, festivals and farmer's markets.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
7b.	Number of activities implemented:		50		
8.	Measured the understanding and adoption of the targeted behaviors among targeted audiences. (<i>Required to begin</i> by February 15, 2009, S5.C.1.b)	Y		Pre-program surveys are used to determine level of knowledge for students. After the program students write their own brochure explaining the issue which is distributed door to door while stenciling drains.	Door knob flyer
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		The City held a public meetings on March 26th to give our citizens opportunities to make comment and to have input on the cities SWMP. Currently we are soliciting the public to attend this meeting.	
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			
11.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y			
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y		Updated 2/4/09	
12b.	NOTE website address in <i>Attachment</i> field:				www.oakharbor.org
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)	NA			
14.	Developed and currently maintain a map of your MS4? (<i>Required</i> by February 15, 2011, S5.C.3.a)	NA			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	NA			
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)	NA			
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)	NA			
18. Map has been made available upon request? (S5.C.3.a.iv)	Y			
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)	NA			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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>	NA		Created BMP brochures for landscapers and restaurants and held meetings with both. Made a car wash kit video and posted on city web site. Published articles in the local paper on storm water. Made presentations and displays for conferences.	
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>	Y		Contacted groups likely to hold car wash fundraisers and urged them to use car wash kits. Loaned car wash kit to the business with the most fundraising car washes. Spoke with restaurants who did not properly handle grease outdoors.	
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>	Y		Water Quality testing around wetland off 7th Ave.	
23.	Prioritized receiving waters for visual inspection? <i>(Required by February 15, 2010, S5.C.3.c.ii)</i>	NA			
24.	Conducted field assessments for three high priority water bodies? <i>(Required by February 15, 2011, S5.C.3.c.ii)</i>	NA		Water Quality testing on all sides of wetland on 7th Ave. Tested for fecal, zinc, copper, etc.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	NA			
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)	NA			
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)	NA			
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.)	NA			
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)	Y		city employees, merchants associations, target businesses, civic groups, community clubs, schools, scouts and general public. Used displays, presentations, newspaper articles, ed. programs, info tables at farmer's market, fairs and conferences.	

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>	Y		BMP's were developed and distributed to target business groups, and groups holding car wash fundraisers.	
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>	Y		Wrote newspaper articles, brochures, displays with hotline.	
31b.	Number of hotline calls received:		0		
31c.	Number of follow-up actions taken in response to calls:		6	Responded to 6 reports of car wash fundraisers not using car wash kits.	
32	Tracked the number and type of spills? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA		6 car wash fundraisers without car wash kits.	
32b.	Number of spills:		0		
33	Tracked the number of illicit discharges identified? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA			
33b.	Number of illicit discharges identified:		0		
34	Tracked the number of inspections made for illicit connections? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA			
34b.	Number of inspections:		0		
35	Received feedback from IDDE public education efforts? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA		Pre-program surveys are used to determine level of knowledge. After the program students write their own brochure explaining the issue which is distributed door to door while stenciling drains.	Pre-test survey and Door knob flyers written by students.

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
36	Attached report on IDDE public education efforts? (<i>Required</i> by August 19, 2011, S5.C.3.d, S5.C.3.e)	NA		Presented to 1,643 people on storm water pollution and prevention. Groups included 5th-10th graders, business leaders, environmental conferences, community groups and the general public.	Distribute the EPA brochure- After the Storm, Oak Harbor's Car Wash brochure, Island County-Scoop the Poop brochure, Fat Free Sewers brochure, WSU-Pierce County Rain Garden manual, Island County publication on LID strategies.
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)	NA			
37b.	Number of trainings provided:		2		
37c.	Number of staff trained:		6		
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)	NA			
38b.	Number of trainings provided:		0		
38c.	Number of staff trained:		0		

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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 by February 15, 2010, S5.C.3.f.ii.)</i>	NA		
39b.	Number of trainings provided:	0		
39c.	Number of staff trained:	0		
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>	NA		
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>	NA		
42	Applied stormwater runoff program to private and public development, including roads? <i>(Required by August 15, 2009, S5.C.4)</i>	NA		

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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</i> by August 15, 2009, S5.C.4)	NA		
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</i> by August 15, 2009, S5.C.4.a)	NA		
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? (S5.A.4)	NA		
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)	NA		
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)	NA		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
48	Were exceptions or variances to the minimum requirements in Appendix 1 granted? (Required by August 15, 2009, S5.C.4.a.i., and Section 6 of Appendix 1)	NA			
48b.	If so, how many were granted?		0		
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? (Required by August 15, 2009, S5.C.4.a.ii)	NA			
49b.	Cite documentation to meet this requirement in Attachment field:	y			
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? (Required by August 15, 2009, S5.C.4.a.iii)	NA			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	NA			
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)	NA			
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)	NA			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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</i> by August 15, 2009, S5.C.4.b)				
55	Reviewed Stormwater Site Plans for new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.i)	NA			
55b.	Number of site plans reviewed during the reporting period:		0		
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</i> by August 15, 2009, S5.C.4.b.ii)	NA			
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</i> by August 15, 2009, S5.C.4.b.iii)	NA			

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:		NA		
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)	NA			
58b.	Number of enforcement actions taken during the reporting period:		0		
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)	NA			
59b.	Number of qualifying sites known during the reporting period:		0		
59c.	Number of qualifying sites inspected during the reporting period:		0		
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)	NA			
61	Enforced regulations as necessary based on the inspection? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv)	NA			
61b.	Number of enforcement actions taken during the reporting period:		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.vi)	NA			
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)	NA			
63b.	If yes, how many waivers were allowed ?		0		
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? (<i>Required</i> by August 15, 2009, S5.C.4.c)	NA			
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (<i>Required</i> by August 15, 2009, S5.C.4.c.i)	NA			
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.c)	NA			
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 #, if applicable
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)	NA			
68 Performed timely maintenance as per S5.C.4.c.ii? (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	NA			
68b. Attached documentation of any maintenance delays. (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	NA			
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)	NA			
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)	NA			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	NA		
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)	NA		
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)	Y		

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 by August 15, 2009, S5.C.4.f)</i>	NA			
74b.	Number of trainings provided:		0		
74c.	Number of staff trained:		0		
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 by February 15, 2010, S5.C.5)</i>	NA			
76	Adopted maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 <i>Stormwater Management Manual for Western Washington</i> ? <i>(Required by February 15, 2010, S5.C.5.a)</i>	NA			
77	Performed timely maintenance as per S5.C.5.a.ii? <i>(Required by February 15, 2010, S5.C.5.a.ii)</i>	NA			
77b.	Attached documentation of any maintenance delays. <i>(Required by February 15, 2010, S5.C.5.a.ii)</i>	NA			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
78	Annually inspected and maintained all stormwater treatment and flow control facilities (other than catch basins)? <i>(Required by February 15, 2010, S5.C.4.c.iii)</i>	NA			
78b.	Number of known facilities:		0		
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 by February 15, 2010, S5.C.5.b)</i>	NA			
80	Conducted spot checks of stormwater facilities after major storms? <i>(Required by February 15, 2010, S5.C.5.c)</i>	NA			
80b.	Number of known facilities:		0		
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 by February 15, 2010, S5.C.5.d)</i>	NA			
81b.	Number of known catch basins:		0		
81c.	Number of inspections:		0		
81d.	Number of catch basins cleaned:		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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>	NA			
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>	NA			
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>	NA			
84b.	Number of trainings provided:		0		
84c.	Number of staff trained:		0		

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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</i> by February 15, 2010, S5.C.5.i)	NA		
86	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	NA		
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 an approved Quality Assurance Project Plan? (S7.A)	NA		
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.A)	Y	366 W Whidbey Ave Manhole Overflow	See attached DOE letter

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	NA			
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.B)	NA			
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 imminent threat to human health or the environment? (G20.C)	Y		366 W Whidbey Ave Manhole Overflow	See attached DOE letter

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. NA	
2. NA	
3. NA	
4. NA	
5. NA	
6. NA	

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. Answer **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?	NA	
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	NA	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	NA	
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	NA	
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	NA	
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 NA				
2 NA				
3 NA				
4 NA				
5 NA				
6 NA				
7 NA				

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?			
1b. Attach site maps and descriptions. (S8.C.2.a)	y		
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)			
2b. Attach the proposed questions and monitoring plans for SWMP effectiveness monitoring.	y		
3. Monitoring plan developed for each question? (S8.C.1.b.iii)			
3b. Attach a copy of the monitoring plan.	y		
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)			
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.	y		