

## 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.**

<b>If you met the permit requirement by the deadline in the permit...</b>	<p style="text-align: center;">Mark <b>Y</b> in the Y/N/NA field.</p>
<b>If you did not meet the permit requirement by the deadline in the permit.....</b>	<p style="text-align: center;">Mark <b>N</b> 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>
<b>If the permit requirement does not apply to you.....</b>	<p style="text-align: center;">Mark <b>NA</b> in the Y/N/NA field.</p>

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

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

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

<b>III. Relying on another Governmental Entity</b>	
<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>	
<b>Name of Entity:</b>	<b>Permit Obligation(s):</b>

## 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 Cathy Rosen Title Public Works Director Date \_\_\_\_\_

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

VI. Status Report Covering Calendar Yr: \_\_\_\_\_

Jurisdiction Name: \_\_\_\_\_

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

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

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

NOTE: Please answer all questions.

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.	<b>Attached</b> annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			2011 Stormwater Management Program Update
2.	<b>Attached</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, and implications for the SWMP as per S9.E.3?	Y		Only 1 annexation in 2011	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 utilities maintenance software program (GBA) to track all cost and maintenance associated to the City's Storm Water system.	

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		The City uses newspapers, utility bills, workshops, letters to targetted businesses, booths and displays at fairs and conferences, school programs, displays at City Hall, local access TV and DVD's available for check out at the county libraries.	
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		Sent out letters to all area carpet cleaners. Held Open House for Landscapers/Property managers and Home Owners Associations. Worked with Whidbey Green Seal businesses.	
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		Farmer's Mkt-8, Classroom presentations-9, Library programs-2, Fairs-10, Conferences-4, Clubs-11, City Hall seminars-5, Meetings-10, Articles in local papers-16, plus 31 calendar items.	
7b.	Number of activities implemented:		51		
8.	Measured the understanding and adoption of the targeted behaviors among at least one targeted audience in at least one subject area. ( <i>Required to begin</i> by February 15, 2009, S5.C.1.b)	Y		Evaluated understanding of storm water issues after school programs and conference presentations.	
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			
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			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
11.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y		Available on City web page	<a href="http://www.oakharbor.org">http://www.oakharbor.org</a>
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y			
12b.	NOTE website address in <i>Attachment</i> field:	Y			<a href="http://www.oakharbor.org">http://www.oakharbor.org</a>
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)	Y			
14.	Developed and currently maintain a map of your MS4? ( <i>Required</i> by February 16, 2011, S5.C.3.a)	Y			
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 16, 2011, S5.C.3.a.i)	Y			
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 16, 2011, S5.C.3.a.i)	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
17.	Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? ( <i>Required</i> by February 16, 2011, S5.C.3.a.iii)	Y			
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, illicit discharges into the Permittee's MS4? ( <i>Required</i> by August 15, 2009, S5.C.3.b)	Y		The City adopted it's IDDE Ordinance on November 17, 2009.	
20.	Developed and implemented an ongoing program to detect and address non-stormwater illicit discharges, including spills, and illicit connections into the Permittee's MS4? ( <i>Required</i> by August 19, 2011, S5.C.3.c)	Y		Offered seminar on automotive leaks/spills and how to properly clean them up, broadcast on local TV, with DVD available at local libraries. Discussed proper storage of pesticides at Open House for landscapers.	
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 illicit discharges, including spills? ( <i>Required</i> by August 19, 2011, S5.C.3.c.i)	Y			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
22. Implemented field assessment activities, including visual inspection of priority outfalls identified during dry weather, and for the purposes of verifying outfall locations, identifying previously unknown outfalls, and detecting illicit discharges. ( <i>Required</i> by August 19, 2011, S5.C.3.c.ii)	Y			
23. Prioritized receiving waters for visual inspection? ( <i>Required</i> by February 16, 2010, S5.C.3.c.ii)	Y			
24. Conducted field assessments for three high priority water bodies? ( <i>Required</i> by February 16, 2011, S5.C.3.c.ii)	Y		1. Oak Harbor Bay 2. Crescent Harbor 3. Golf Course drainage Basin.	
25. Conducted field assessments on at least one high priority water body? ( <i>Required</i> annually <b>after</b> February 16, 2011, S5.C.3.c.ii)	Y			
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)	Y			
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)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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.)	Y			
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		Informed all area carpet cleaners of city ordinance concerning dumping wash water and associated fines. Conducted televised seminar on auto spills and how to clean them up.	
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? ( <i>Required</i> by August 19, 2011, S5.C.3.d.i)	Y		Sent letters to all area carpet cleaners of city ordinance concerning dumping wash water and associated fines. Conducted televised seminar on auto spills and how to clean them up.	
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? ( <i>Required</i> by February 15, 2009, S5.C.3.d.ii)	Y		Posted hotline number at city hall and distributed cards to city employees with hotline. Included hotline number on Utility bill about storm water issues.	
31b.	Number of hotline calls received:		0		
31c.	Number of follow-up actions taken in response to calls:		0		
32	Maintained a hotline or other reporting number for public reporting of illicit discharges, including spills? ( <i>Required</i> by February 15, 2009, S5.C.3.d.ii)	Y			
32b.	NOTE hotline number in <i>Comments</i> field	Y		360 279-4764	
33	Tracked the number of illicit discharges, including spills, identified? ( <i>Required</i> by August 19, 2011, S5.C.3.e)	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
33b.	Number of illicit discharges identified:		18		
34	Tracked the number of inspections made for illicit connections? ( <i>Required</i> by August 19, 2011, S5.C.3.e)	Y			
34b.	Number of inspections:		41		
35	Received feedback from IDDE public education efforts? ( <i>Required</i> by August 19, 2011, S5.C.3.e)	Y			
36	<b>Attached</b> report on IDDE public education efforts? ( <i>Required</i> by August 19, 2011, S5.C.3.d, S5.C.3.e)	Y			See IDDE Report
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)	Y			
37b.	Number of trainings provided:		1		
37c.	Number of staff trained:		3		
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)	Y			
38b.	Number of trainings provided:		0	None needed	
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 16, 2010, S5.C.3.f.ii.)</i>	Y			
39b.	Number of trainings provided:		6		
39c.	Number of staff trained:		26		
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 February 16, 2010, S5.C.4)</i>	Y		The City adopted a revisions to chapter 12 of the City stormwater code. The revision changes were all related to Illicit discharges and enforcement.	
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 February 16, 2010, S5.C.4)</i>	Y		OHMC 12.30.	
42	Applied stormwater runoff program to private and public development, including roads? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		OHMC 12.30.	

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 February 16, 2010, S5.C.4)	Y		OHMC 12.30.	
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 February 16, 2010, S5.C.4.a)	Y		City code 12.30.510 and 12.30.515 were adopted to cover this area	
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)	Y		OHMC 12.30.	
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 February 16, 2010, S5.C.4.a.i)	Y		OHMC 12.30.	
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? ( <i>Required</i> by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	Y		OHMC 12.30.	

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 February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	N		No exceptions or variances were granted under OHMC 12.30	
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 February 16, 2010, S5.C.4.a.ii)	Y		OHMC 12.30.	
49b.	Cite documentation to meet this requirement in Attachment field:	Y			OHMC 12.30
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 February 16, 2010, S5.C.4.a.iii)	Y		OHMC 12.30	

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 February 16, 2010, S5.C.4.a.iv)	Y		OHMC 12.30.540(5) allows for LID practices in compliance with the LID Technial Manual. Site specific adjustments to BMPs may be approved under 12.30.575.	
52	If the ordinance or regulatory mechanism allows construction sites to apply the <b>Erosivity Waiver</b> 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 February 16, 2010, S5.C.4.a.v)	NA		Erosivity waiver not allowed under OHMC 12.30	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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 February 16, 2010, S5.C.4.b)	Y			
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 February 16, 2010, S5.C.4.b)	Y		OHMC 12.30	
55	Reviewed <b>Stormwater Site Plans</b> for new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.i)	Y			
55b.	Number of site plans reviewed during the reporting period:		1		
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 <b>Determining Construction Site Sediment Potential</b> ? ( <i>Required</i> by February 16, 2010, S5.C.4.b.ii)	Y			
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		0	no qualifying sites during reporting period	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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 February 16, 2010, S5.C.4.b.iii)	Y			
57b.	Number of sites inspected during the construction phase for the reporting period:		4	Pioneer Way, NFCU, ScHgts TH, Kidney Center	
58	Enforced as necessary based on the inspection at new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iii)	Y			
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 February 16, 2010, S5.C.4.b.iv and v)	Y			
59b.	Number of qualifying sites known during the reporting period:		3	Pioneer Way, NFCU, ScHgts TH,	
59c.	Number of qualifying sites inspected during the reporting period:		3		
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
61	Enforced regulations as necessary based on the inspection? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y			
61b.	Number of enforcement actions taken during the reporting period:		0		
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.vi)	Y			
63	Did the Permittee choose to allow construction sites to apply the <b>Erosivity Waiver</b> in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	N			
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 February 16, 2010, S5.C.4.c)	Y			
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 February 16, 2010, S5.C.4.c.i)	Y		OHMC 12.30	
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.c)	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
66b.	Number of sites inspected during the reporting period:		3		
66c.	Number of structural BMPs inspected during the reporting period:		27	22 Filterra units, 2 pervious concrete pkg lots, 1 stormwater vault, 1 pervious paver walkway, 1 rain garden	
66d.	Number of enforcement actions taken during the reporting period:		0		
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 <b>2005 Stormwater Management Manual for Western Washington</b> ? ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y			
68	Performed timely maintenance as per S5.C.4.c.ii? ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y			
68b.	<b>Attached</b> documentation of any maintenance delays. ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		No delays, Generally any maintenance needed is done right away unless maintenance is the bottom of a detention pond and work needs to be done in dry season	
69	Established program to annually inspect 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 February 16, 2010, S5.C.4.c.iii)	Y		All of our facilities are inspected annually	
70	If using reduced inspection frequency, <b>Attached</b> documentation as per S5.C.4.c.iii? ( <i>Required</i> by February 16, 2010, S5.C.4.c.iii)	Y		We have not optioned for the reduced inspection.	

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 February 16, 2010, S5.C.4.c.iv)	Y		
71b.	Number of facilities inspected during the reporting period:	0	no large new residential developments this period	
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 February 16, 2010, S5.C.4.d)	Y		
73	Provided copies of the <b>Notice of Intent for Construction Activity</b> and <b>Notice of Intent for Industrial Activity</b> 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 February 16, 2010, S5.C.4.f)</i>	Y			
74b.	Number of trainings provided:		1		
74c.	Number of staff trained:		6		
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 16, 2010, S5.C.5)</i>	Y			
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 16, 2010, S5.C.5.a)</i>	Y			
77	Performed timely maintenance as per S5.C.5.a.ii? <i>(Required by February 16, 2010, S5.C.5.a.ii)</i>	Y			
77b.	<b>Attached</b> documentation of any maintenance delays. <i>(Required by February 16, 2010, S5.C.5.a.ii)</i>	Y		No maintenance delays in 2011	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
78	Established a program to annually inspect and maintained all stormwater treatment and flow control facilities (other than catch basins)? <i>(Required by February 16, 2010, S5.C.5.c.iii)</i>	Y			
78b.	Number of known facilities:		262		
78c.	Number of facilities inspected during the reporting period:		255	7 Were delayed in December and were inspected in January	
79	If using reduced inspection frequency, <b>Attached</b> documentation as per S5.C.5.a.ii? <i>(Required by February 16, 2010, S5.C.5.b)</i>	NA			
80	Conducted spot checks of stormwater facilities after major storms? <i>(Required by February 16, 2010, S5.C.5.c)</i>	Y			
80b.	Number of known facilities:		3		
80c.	Number of facilities inspected during the reporting period:		10		
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? <i>(Required to begin by February 16, 2010, S5.C.5.d)</i>	Y			
81b.	Number of known catch basins:		2,706		
81c.	Number of inspections:		493		
81d.	Number of catch basins cleaned:		493		

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 16, 2010, S5.C.5.f)</i>	Y		The City purchased a new regenerative air sweeper. At this time the sweeper is scheduled for use on city streets 2 days a week.	
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 16, 2010, S5.C.5.g)</i>	Y		Stormwater Facility Maintenance Manual.	
84	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 16, 2010, S5.C.5.h.)</i>	Y			
84b.	Number of trainings provided:		1		
84c.	Number of staff trained:		51		

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
85	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? (Required by February 16, 2010, S5.C.5.i)	Y			
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	<b>Attached</b> 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 discharges into or from the MS4 which may constitute a threat to human health, welfare, or the environment? (G3)	Y			
90b.	<b>Attached</b> a summary of the status of implementation of any actions taken pursuant to S4.F and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period? (S4.F.3.d)	NA		None required	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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)	Y		No Non- compliance issues in 2011	
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? (G3)	Y			
93	<b>Attached</b> a summary of identified barriers to the use of low impact development (LID) and measures to address the barriers (Required to be submitted by March 31, 2011, S9.E.4.a)	Y		Completed 2010	
94	<b>Attached</b> a report describing LID practices currently available and that can be reasonably implemented, potential or planned non-structural actions and LID techniques to prevent stormwater impacts, goals and metrics to identify, promote, measure LID; and schedules to require and implement non-structureal and LID techniques on a broader scale (Required to be submitted by March 31, 2011, S9.E.4.b)	Y		Completed 2010	

## 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

<b>Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)</b>	<b>Who/how to contact for additional information?</b>
1. No information to report	
2.	
3.	
4.	
5.	
6.	

## VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

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

You are required to assess the appropriateness of the BMPs you have selected to implement your SWMP. This evaluation is necessary to evaluate whether the MEP standard set by the permit is protective of water quality in your receiving water bodies. This assessment may be entirely qualitative. 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?	Y	The City hired a full time environmental enducator and a part time code enforcement officer. Our environmental educator has implemented 82 programs in her efforts to help reduce pollution to Oak Harbor Bay. BMP activities such as stenciling, car wash kits and catch basin buttons.
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	Y	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Y	
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	Y	
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	Y	

## 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	No Changes				
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? (S8.C.2.a)	NA		
1b. <b>Attach</b> 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)	NA		
2b. <b>Attach</b> the proposed questions and monitoring plans for SWMP effectiveness monitoring. (S8.C.2.a.ii)	y		
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	NA		
3b. <b>Attach</b> 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)	NA		
4b. <b>Attach</b> 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		