



**City of Oak Harbor
2015
Stormwater Management Program (SWMP) Plan**

Permittee Coverage Number: WAR04-5554

City of Oak Harbor 865 SE Barrington Drive Oak Harbor, WA 98277

By

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1 INTRODUCTION

This document has been prepared in accordance with the *Western Washington Phase II Municipal Stormwater Permit* (the Permit). The Permit was issued by the Department of Ecology (Ecology) to municipalities with populations of less than 100,000 as operators of small and medium municipal separate storm sewer systems (MS4s). More than 80 medium and small cities, including the City of Oak Harbor (Oak Harbor) and urban portions of five counties in western Washington, must comply with the provisions of the Permit. This five-year permit was issued by Ecology on August 1, 2012, and is effective from August 1, 2013 through July 31, 2018. In August of 2014, Ecology began a process to modify certain section of the permit. The modifications were issued on December 17, 2014 and became effective on January 16, 2015.

The Permit authorizes the discharge of stormwater runoff from MS4s into the state's surface waters (i.e., streams, rivers, lakes, sounds, wetlands, etc.) and groundwater as long as municipalities implement Permit-specified actions and activities known as Best Management Practices (BMPs) to protect these receiving waters. Permit requirements are phased in over the 5-year permit term per a specified schedule. Some of the required BMPs are carry-overs from the previous Permit while other requirements are new. Table 1 presents the overall implementation schedule of the current Permit. Additional schedule detail can be found in the full text of the Permit found on Ecology's website at:

<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/phaseIIww/5YR/WWPhaseIIPermit2013.pdf>

1.1 The Stormwater Management Program Plan

Section S5.A of the Permit requires each Permittee to develop and implement a Stormwater Management Program (SWMP). Each Permittee must also annually prepare written documentation of the SWMP, called the SWMP Plan (Plan). This Plan is intended to be a forward-looking document describing the set of actions and activities (BMPs) the Permittee intends to complete in the upcoming calendar year to comply with the Permit.

This SWMP Plan is organized per S5.C of the Permit and will be updated at least annually for submittal with Oak Harbor Annual Reports to Ecology. This first SWMP under the current Permit does not have an accompanying annual report¹.

The BMPs are grouped under the following Program components:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination (IDDE)
- Controlling Runoff from New Development, Redevelopment, and Construction Sites
- Municipal Operations and Maintenance (O&M)

In addition, the Permit requires reporting and, if applicable, implementation of water-body specific cleanup plans developed by Ecology. To date, Ecology has not developed such plans for Oak Harbor's water bodies.

¹ Per Section S9 of the Phase II Permit, the initial annual report shall be submitted no later than March 31, 2015.

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TABLE 1

Western Washington Phase II Municipal Stormwater Permit Schedule Overview – 2014 to 2018

S5 Program Component	August 1, Ongoing program implementation	2014	2015	2016	2017	Jan-July 31, 2018
A. Stormwater Management Plan	Continue to track costs, actions and activities. Continue required internal and suggested external coordination and SWMP Plan submittal w/annual report. Update SWMP Plan annually.		By March 31: annual report includes description of internal coordination			
C.1 Public Education and Outreach	Continue public education and outreach program. Measure changes in behavior for 1 audience & 1 topic. Create or partner w/others to create stewardship.			By February 2: use measures of behavior changes to improve program.		
C.2 Public Involvement	Continue to provide ongoing opportunities for the public to participate in SWMP decision-making. Post online annual reports and SWMP Plan for previous calendar year by 5/31 of each year.					
C.3 Illicit Discharge Detection and Elimination (IDDE)	Continue implementing the enforceable mechanism to prohibit illicit discharges, compliance strategy, IDDE and municipal staff training, citizen hotline and IDDE response, and maintain map of MS4, outfalls, conveyances, all new connections authorized since 2/16/2007, and areas that don't discharge to surface waters. Provide map to Ecology, Tribes and other MS's upon request. Track all permit IDDE activities.				By Dec 31: Field Screening methodology; Field screen at least 40% of MS4 & on average 12% each year thereafter.	By Feb 2: Update ordinance if needed.
C.4.a-f Control Runoff from New Develop't, Redevelop't Construction Sites	Continue to implement ordinance addressing construction/post- construction runoff controls; make NOIs for construction, industrial stormwater permits available; site plan review & permitting, requiring long-term maintenance; inspections; training; and enforcement.			By Dec 31: Update City code to revised Appendix 1 standards; review, revise, make effective development codes to make LID preferred approach. Include legal authority to inspect and enforce the construction and maintenance standards via approval process	By March 31: Submit summary of review & revision of codes to reduce impervious surface, protect vegetation, and minimize runoff.	Achieve at least 80% of scheduled inspections.

TABLE 1 (Continued)

S5 Program Component	August 1, Ongoing program implementation	2014	2015	2016	2017	Jan-July 31, 2018
C.4.g Water-shed scale stormwater planning (selected permittees)	(By Oct. 31, 2013 Phase I permittee notifies Ecology of selected basin and affected Phase II permittees; convenes planning process.) (This is not applicable to Oak Harbor)	(By April 1: Scope of work submitted to Ecology by Phase I watershed plan lead.)	Participate in planning process, if located within selected basin.	By Oct 1: Phase I lead submits final watershed scale stormwater plan to Ecology.		
C.5 Municipal Pollution Prevention, Operation and Maintenance	Continue implementation of MS4 maintenance; annually inspect stormwater treatment & flow control BMPs/facilities; spot checks; O&M & SWPPPs for municipal lands & facilities; staff training			By Dec 31: Update maintenance standards to revised manual/ code standards	By August 1: Inspect all catch basins or document alternatives if used. Plan to complete inspections every 2 years thereafter.	Achieve 95% of inspections for municipal stormwater treatment/flow control BMPs/facilities and catch basins.
S8.A	Continue to provide description in each annual report of stormwater monitoring or stormwater- related studies conducted by permittee or others (except if related to S8.B or S8.C.					
S8.B Status and Trends Option #1	By Dec 31: Notify Ecology which option selected for status and trends monitoring. (City has selected Option #1)	By Aug 15: First annual payment to RSMP.				
S8.B Status and Trends Option #2		By July 31: Begin monitoring wadeable streams.	Oct 1: Begin monitoring nearshore marine (if applicable).	Annual reporting as per Ecology-approved QAPP.		
C. Effectiveness Option #1	By Dec 31: Notify Ecology which option selected for effectiveness monitoring. (City has selected Option #1)	By Aug 15: Option #1 first annual payment to RSMP.				
C. Effectiveness Option #2		By Feb 2: Submit QAPP to Ecology. By Oct 1: Begin flow monitoring.	Oct 1: Stormwater monitoring program fully implemented.	Annual reporting as per Appendix 9 in the Permit.		
S8.D Source ID & Diagnostic Monitoring		By Aug 15: First annual payment to RSMP.				

Source: Modified from: <http://www.ecy.wa.gov/programs/wq/stormwater/municipal/phaseIww/wwphiipermitt.html>

TABLE 1 (Continued)

Legend

BMP = Best Management Practices
ID = Identification
IDDE = Illicit Discharge Detection & Elimination
LID = Low Impact Development
MS4= Municipal Separate Storm Sewer System
O & M = Operations and Maintenance

PS = Puget Sound
QAPP = Quality Assurance Program Plan
RSMP = Regional Stormwater Monitoring Program
SWMP = Stormwater Management Program
SWPPP = Stormwater Pollution Prevention Plan

This SWMP Plan covers the City of Oak Harbor's ongoing activities to comply with the Phase II permit and those planned for next year.

1.2 Stormwater Management in Oak Harbor

Oak Harbor is the largest incorporated city on Whidbey Island. Three settlers, Martin Tafton, C.W. Sumner, and Ulrich Freund founded Oak Harbor in the early 1850s where it was mainly a fishing town. Since then, the City's growth coincided with two major events: the building of Deception Pass Bridge on July 31, 1935, and the completion of Naval Air Station Whidbey Island in September, 1942. It now has an estimated 2013 population of 22,136 and covers approximately 9.4 square miles of land area. The predominant land use within the City is residential, with smaller pockets of commercial and industrial. The majority of the stormwater runoff from Oak Harbor eventually drains into Oak Harbor, which enters Saratoga Passage and Skagit Bay.

Oak Harbor is committed to meeting the compliance requirements and deadlines of the Permit. The stormwater management program in Oak Harbor is led by the City's Operation Manager in the City's Department of Public Works, Storm Drain/Waste Water Collections Division, with assistance from a team of Storm Drain/Waste Water Collections Specialists.

A comprehensive storm drainage plan was adopted by the Mayor and City Council in 2007. The plan contains background information, water quality assessment, and alternative solutions for improving Oak Harbor's stormwater runoff quality.

In 2011, the City updated its subdivision code to further allow and encourage low impact development (LID). This was following a study to evaluate options to further allow LID that was funded in part by the Puget Sound Partnership.

Oak Harbor continues to track costs associated with the program's action and activities as required by both the current and previous Permit.

1.3 Document Organization

The remaining sections of this document have been organized to follow the sequence of the Permit requirements S5.C.1 through S5.C.5, as well as the new requirements for S8, monitoring and assessment. Permit requirements, current/ongoing activities, and planned activities for each of the required elements are presented.

2 Stormwater Management Program Plan Components

This section discusses the SWMP Plan components found in S5.C of the Western Washington Phase II Municipal Stormwater Permit.

2.1 Public Education and Outreach

The required elements for a public education and outreach program (Section S5.C.1 of the Permit) are summarized below, followed by a description of the ongoing and planned SWMP activities that meet these requirements.

2.1.1 Permit Requirements

Permit Section S5.C.1. states that the SWMP shall include an education and outreach program designed to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts and encourage the public to participate in stewardship activities. The education program may be developed and implemented locally or regionally. The Permit lists the following minimum performance measures for compliance with this element. Each Permittee shall:

- Provide an education and outreach program for the area served by the MS4. The program shall be designed to educate target audiences about the stormwater problem and provide specific actions they can follow to minimize the problem.
- Create stewardship opportunities and/or partner with existing organizations to encourage residents to participate in activities such as stream teams, storm drain marking, volunteer monitoring, riparian plantings and education activities.
- Measure the understanding and adoption of the targeted behaviors for at least one target audience in at least one subject area. No later than February 2, 2016, Permittees shall use the resulting measurements to direct education and outreach resources most effectively, as well as to evaluate changes in adoption of the targeted behaviors. Permittees may meet this requirement individually or as a member of a regional group.

2.1.2 Ongoing Activities

The Permit requires the City to continue public education and outreach program and measure changes in behavior for at least one audience in at least one subject area.

In November of 2007, the City of Oak Harbor hired an Environmental Educator to help meet the prior 2007-2012 NPDES permit requirements for implementing a Public Education and Outreach Program. Between 2007 and 2013, the Environmental Educator led a number of activities in public education and outreach in a wide variety of topics and also targeting specific audiences. Unfortunately due to budget cuts in 2013, the City had to eliminate the Environmental Educator's position. Since then, the City has been implementing a somewhat scaled down version for public education and outreach activities and trying to meet permit requirements using other Stormwater staff. Examples of the past and ongoing projects are described below.

Examples of Past Public Education and Outreach Activities

Book Distribution – *All the Way to the Ocean*, A children's book on stormwater pollution and prevention. Thirty copies were distributed to six elementary schools and a dozen doctor and dentist offices.

Media Coverage – In 2007, a news article was carried in the *Whidbey News Times* featuring the City Council meeting presentation, the book distribution, and the new Environmental Educator position. The *Whidbey News-Times* also published an editorial about the City's efforts and the new position. The *Whidbey Marketplace*, a free paper that goes to each household on the Island outside of Oak Harbor, also published an article about the new position in early 2008.

News Articles – The City’s Environmental Educator has published several articles since 2007 for local papers that drew attention to stormwater and low impact development. In 2008, twelve articles were published in the local newspapers concerning stormwater. In 2009, the City published fifteen articles and announcements. In 2010, twenty two articles and announcements were published. In 2011, there were nineteen articles and announcements in local papers.

Storm Drain Education Program for Schools and Scouts – A four-part program was developed for schools and scout groups. Part 1 begins with a survey of existing knowledge, a presentation on storm drain pollution and low impact development, and a vocabulary list. Part 2 includes a DVD from the EPA called *After the Storm* with follow up questions. Part 3 challenges the group to create a door knob flyer on stormwater issues and announces the upcoming storm drain stenciling. Part 4 involves a neighborhood storm drain stenciling project. This program was delivered to a high school group, six middle school classes, two elementary schools, and one scout group. It has been scheduled for four more middle and high school classes.

Lost and Puget Found –In 2011, the City received a new DVD created by Seattle Public Utility with help from the Tacoma and Everett School Districts featuring middle school students discovering stormwater issues and educating their community. Copies were presented for each of our public schools and have so far shown it in a 4th grade classroom and at the Youth Earth Summit. The DVD meets State requirements and includes worksheets and graphics for classroom discussion.

Low Impact Development – The City participated in monthly meetings with the LID Summit group comprised of staff from the City of Oak Harbor, City of Langley, Town of Coupeville, Island County, WSU Extension, Whidbey Island Conservation District, and the Partnership for Puget Sound. The City worked with the Conservation District on a tour of LID sites on Whidbey Island for professionals and the public in 2009 and again in 2012. The City and the Conservation District gave joint presentations for landscapers and Rotarians, shared a booth at the City’s largest festival, Holland Happening, and continue to work on other projects. The City also created a grant proposal to develop an LID sampler site at City Hall but was ultimately not funded.

Created a PowerPoint Presentation – This 4 minute presentation is about stormwater pollution and prevention. The presentation runs as a continuous loop at conference and fair display booths.

Interpretive Signs – A grant from Conservation Futures Funds was directed toward the development of interpretive signs at Freund Marsh. The City worked with the City Engineer and Parks staff in partnership with the Marine Resource Committee to develop interpretive signs featuring the value of wetlands and urban run-off issues in an effort to help change behavior and build awareness. When the first three panels were installed, the local paper covered the event. Since then, four additional interpretive panels were developed explaining stormwater issues and

illustrating LID features. They were installed in 2011 at the Scenic Heights trailhead, which features pervious pavement and rain gardens at the park's west entrance. These are still being displayed on the interpretive reader board located at the Freund Marsh trailhead.

Rain Garden Guides – The City received 50 handbooks, published by the Pierce County WSU Extension, on how to build a rain garden. These were distributed among City staff, City Council, and to landscapers and plumbers at an open house in February 2009 and 2010.

Rain Garden workshops – Workshops were offered to a Garden Club, at the library, Master Gardener's training, and at a local nursery in 2011. In previous years, they have also been offered at the Sound Waters Conference and Whidbey Gardening Workshop.

Sustainable Living Seminar Series – The City began working in partnership with the WSU Extension and Whidbey Island Conservation District to offer monthly workshops on Sustainable Living throughout 2008. College credit and clock hours were offered. The City's 2009 and 2010 series were televised on Channel 10 and are now available for check out at Sno-Isle Libraries in Snohomish and Island Counties. As of 2012, there are over two dozen DVDs available for check-out. The City is able to track which ones get checked out the most and in what communities.

Sustainability Fair – The City partnered with the Skagit Valley College and Sno-Isle Regional Library to offer this Earth Day Event in 2008. There were several presenters, household hazardous and E-waste collection, alternative fuel vehicles on display, a mini-farmer's market, and children's activities involving recycled materials, displays, demonstrations and talks on rain water catchment and low impact development. It was the first of its kind for the City and the college. The event was repeated in 2009 with the first Bike to Work and School campaign and continued in 2010 as the Green Living Fair. In 2011, the Fair included many interactive games for kids, the Pitch the Poop game, Wheel of Water, Backyard Wildlife activity, making non-toxic household cleaners, as well as speakers and exhibits. This is a collaborative event that brings together support from several groups and sponsors, including PSE.

Farmer's Market – An information table with displays and interactive exhibits is set up at the local farmer's market each week throughout the summer months. In 2010 and 2011, the City advertised special topics and had guest speakers along with activities for children. Some activities included the Wheel of Water, Watershed Model, and Pitch the Poop Game along with info on Rain Gardens and LID, Backyard Wildlife Habitat, and Composting.

Placemats – The City created placemats that listed six things individuals can do to help clean up Puget Sound. The placemats included the Puget Sound Starts Here logo and the spill hotline number for reference. Approximately 2,000 copies were created and were distributed to 20 restaurants on the Friday after the City Council adopted the new Stormwater Ordinance.

Coasters – The Northern SOG group used grant money and to make coasters and java jackets with the PSSH logo and specific targeted messages on them. Oak Harbor purchased 600 coasters and distributed them to the most popular restaurants, coffee shops, and taverns.

Pitch the Poop Game – The City purchased a garbage can, fake pet poop, and astro-turf to use as a pitch the pet poop game for community events. The City also makes stickers that participants can put on their own garbage cans to alert their neighbors to pick-up dog poop. This game was featured at the Whidbey Garden Workshop, Earth Day Fair, Penn Cove Water Festival, National Night Out, and Farmer’s Markets. Participants are given a sticker and a poop bag dispenser.

Utility Inserts – Inserts were sent to everyone in the City with information on stormwater. One insert had a stormwater survey. The top ten returned surveys with the most right answers won a rain barrel. The media covered the event.

BMP Brochures - A set of BMP brochures were developed for restaurants, landscapers, construction crews, mechanics, and cleaning companies that are available at City Hall and on the City website.

Displays and Workshops on LID and Stormwater Issues – Workshops were offered at conferences like the Sound Waters conference - which draws over 500 people - and the Whidbey Gardening Workshop, which draws over 200. Displays have also been put up at the entrance to City Hall several times, as well as at the Penn Cove Water Festival, Holland Happening, and Sustainability Fair. Rain Garden workshops were offered to the city Gardening Club, a local nursery, and the League of Women Voters.

Jr. Naturalist Programs – Programs offered outdoor learning activities in City Parks for kids from 9-12 years old. Activities included tracing storm water, stenciling storm drains, and weeding rain gardens. The program was offered three times each summer in 2009 and 2010.

Meetings and Trainings – The City organized meetings with the Puget Sound Partnership and Regional STORM groups. The Environmental Educator took the 2-day training for program development and evaluation put on by the PSP in Port Townsend and the regional gathering at Padilla Bay with displays on what the City is doing with storm water and LID.

Oak Harbor Green Business Award - The award given to businesses that meet certain criteria has now become a County-wide award known as the Whidbey Green Seal. The award is given to businesses who complete a checklist of seven categories. Criteria for the award includes proper handling of potential toxins. Fifty businesses are now certified with the Whidbey Green Seal and are included in an on-line directory.

Letter to Carpet Cleaners - The City sent letters to carpet cleaners in the area informing them of our City Stormwater Ordinance and suggesting they use the RV dump stations at the City campground to dump dirty wash water.

Whidbey’s Special Places – A book was published in 2009 that was written by a local author with informative photographs, including one chapter featuring Oak Harbor’s waterfront trail and Freund Marsh with narration about stormwater from the City’s Environmental Educator.

Pioneer Way Improvements Grand Opening. This project included installing 17 new Filtera storm water systems, which helped the City qualify for the “Silver” level of the new *Greenroads* certification developed at the University of Washington. The City was one of the first in the State to earn this certification. At the Grand Opening event, two City staff dressed up as a salmon and a dog to spread the word about stormwater and pet poop.

“Environmentally Safe Car Wash” – Sandwich board signs were created to increase public awareness at these events. The signs were on a float in the Holland Happening Parade in April 2008 along with signs saying “Only Rain Down the Storm Drain”.

Enviro-Scape Non-Point Source Model – This model was purchased for use as an educational tool for children. It is used at the Farmer’s Market and community events.

Examples of Current Activities (completed in 2013/2014)

Environmental Car Wash Kits – The City purchased five car wash kits and developed a packet of information, including diagrams on how to use the kits, a list of biodegradable soaps, and where they can be purchased. These information packets were distributed at the local high school. Athletic clubs and other clubs and organizations were alerted to use the car wash kits for fundraisers.

Garbage Truck Signs – Signs were made in 2009 saying “Only Rain Down the Storm Drain” and “Puget Sound Starts Here”. The signs are displayed on our garbage trucks on a regular rotation.

Banner – The City made a street banner saying “Only Rain Down the Storm Drain” with the Puget Sound Starts Here logo on it. The sign is hung at the busiest intersection in town whenever there is no other event that requires a banner.

Open House for Landscapers- The City conducted an Open House for Landscapers in March of 2013. It included Homeowners Associations who have bio-swales and retention ponds. Rain Garden building and maintenance was discussed along with responsible yard care for stormwater.

Storm Drain Stenciling – Stencils and paints were purchased for volunteers from the Eagle Scouts and were trained by the City to perform stenciling in different parts of the City. For example, in 2007, volunteers stenciled sea life pictures on 181 storm drains. The Environmental Educator has taken groups out to stencil several times since then and tagged over

400 storm drains in the City. In 2014, the City stenciled 64 Catch basins and installed 15 “Only Rain Down the Drain” buttons.

Web Site and TV Info-Commercials – Professionally-made info-commercials were developed for the City’s web page and aired on Channel 10. The topics included Proper Pet Waste Disposal, Car Washing Tips, Preventing Urban Runoff, and Alternatives to Pesticides.

Car Wash Kit Video – The City hired a video professional who made a short “how to set up a car wash kit” video that is linked to the City’s web site and is available on CD for groups that check out a car wash kit. In 2011, the City put the video on YouTube. The City also has car wash kit check out forms on the City’s website.

City Council Presentation – A presentation on the Stormwater Permit and ongoing stormwater management activities by the City was given to the City Council. At this presentation, several interested businesses and a news reporter attended.

Detention Pond Maintenance Meetings – In 2013, the City held a public meeting at a City detention facility where 23 people were taught how to maintain their detention facilities. The City also held an individual meeting in 2014 with home owners and contractors; approximately 28 people attended.

OHHS Ecology Club – City staff is working with the Oak Harbor High School Ecology Club growing Gary Oak seedlings for plant habitat restoration. The Club is growing seedlings and learning about native vegetation protection and the value of trees in the hydrologic cycle, including canopy interception, root soil stabilization, evapotranspiration, habitat, etc. Activities have occurred on the following dates: October 4, 2013; April 9, 2014; June 4, 2014; October 1, 2014; and October 10, 2014.

Provided LID and Green Roof Power Point Presentation to Whidbey Island Conservation District – In October 2014, City staff prepared and provided an LID PowerPoint Presentation to Whidbey Island Conservation District for use in presenting to area schools. The presentation included a general description of LID BMPs and a focused discussion on construction of a local green roof.

Stormwater Engineering Presentation to Scouts – In November of 2013, staff members presented to a Scout group regarding the water cycle, erosion, pollution, proper disposal of waste materials, detention ponds and LID principals, and BMPs including bioretention, pervious pavements (concrete, asphalt, pavers, and grass and gravel grids), and green roofs. The presentation included a live demonstration of water poured through pervious concrete and an interactive diorama of stormwater erosion and pollutant transport.

Videos with Mayor - On March 21st and November 18th 2014, the Storm Drain Division made an illicit discharge video and then a stormwater detention pond maintenance video with the Mayor that were shown on Channel 10 and posted on our City web page.

Illicit Discharge Training with Oak Harbor School District Bus Drivers November 19, 2014 – In this training, City staff met with bus drivers and explained how their stormwater system works and the effects of not properly maintaining their filling station area and how spills adversely effects the City’s stormwater system. Thirty six drivers attended.

Letters- Prior to downtown special events, the City send out illicit discharge prevention letters to our downtown merchants explaining the importance of teaching venders on how to dispose of things like: mop water, grease, paints, etc. In the past, these items would most likely end up in a catch basin.

OHHS Automotive Shop – Staff have arranged to have stormwater pollution and downstream effect education videos shown to all of the classes of the Oak Harbor High School Automotive Maintenance Program on January 21, 2015. This target audience was selected because many of these students are training to enter the profession of automobile repair and will be working with automotive fluids and automobile repair byproducts on a daily basis.

2.1.3 Planned Activities

In 2015 the City plans on continuing the current public education and outreach activities presented above. Additional public education and outreach activities are planned to comply with new requirements of the Phase II permit. For 2015, this primarily includes beginning the process to measure the understanding and adoption of the targeted behaviors for at least one target audience in at least one subject area.

The City selected target audience is a program focused on restaurants within the City with emphasis on the reduction of pollutants from grease rendering waste containers and handling. In past years, the City has identified that operations from restaurants has resulted in illicit discharges such as oil and grease from these containers. The City has already been conducting some educational activities with restaurants and the new education and outreach plan will build on past work. The expanded public education and outreach approach will be developed during the early part of 2015 and implemented later in the year, including the methods to measure the understanding of behavior changes. Examples of measurements that can be used include the number of materials created and distributed to restaurant owners and operators, and the number of illicit discharges of oil and grease from restaurants.

2.2 Public Involvement and Participation

The SWMP requirements for public involvement and participation (Section S5.C.2 of the Phase II permit) are summarized below followed by a description of the recent and planned SWMP activities that meet these requirements.

2.2.1 Permit Requirements

Section S5.C.2. of the Phase II Permit states that Permittees shall provide ongoing opportunities for public involvement and participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures, or other similar activities. Each Permittee shall comply with applicable state and local public notice requirements when developing elements of the SWMP. The minimum performance measures are:

- Permittees shall create opportunities for the public to participate in the decision-making processes involving the development, implementation and update of the Permittee's SWMP.
- Each Permittee shall post on their website their SWMP Plan and the annual report required under S9.A no later than May 31 each year. All other submittals shall be available to the public upon request.

2.2.2 Recent and Ongoing Activities

The Permit requires that the City continue to provide ongoing opportunities for the public to participate in SWMP decision-making, and post online annual reports and SWMP Plan for previous calendar year by May 31st each year. The City has held multiple meeting in 2012 and 2013, which were advertised in the Whidbey News Times with the times and dates. The purpose of the meetings was to discuss the City's SWMP and try to generate ideas from the public on the type of BMP'S that would be most applicable for are area. However, there was no public attendance for the meetings.

Due to the loss of the Environmental Educator, the City did not have a public meeting in 2014.

2.2.3 Planned Activities

The City plans to maintain the current activities for the coming year. In addition, the City plans to begin an update to the 2007 Comprehensive Stormwater Drainage Plan. As a part of this process, the City is planning to hold public meetings to solicit input from the community, post information about the plan update on the City's web page, and conduct the SEPA process. In addition, the plan development will be discussed at City Council meetings which are available for public review.

2.3 Illicit Discharge Detection and Elimination

The SWMP requirements for illicit discharge detection and elimination (IDDE) (Section S5.C.3 of the Phase II permit) are summarized below, followed by a description of the ongoing and planned SWMP activities that meet these requirements.

2.3.1 Permit Requirements

Section S5.C.3. of the Phase II permit states that the SWMP shall include an ongoing program designed to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the MS4. The minimum performance measures are:

- Mapping of the MS4 shall continue on an ongoing basis. MS4 maps shall be periodically updated.
- Each Permittee shall implement an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4 to the maximum extent allowable under state and federal law.
- Each Permittee shall implement an ongoing program designed to detect and identify nonstormwater discharges and illicit connections into the Permittee's MS4.
- Each Permittee shall implement an ongoing program designed to address illicit discharges, including spills and illicit connections, into the Permittee's MS4.
- Permittees shall train staff who are responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, including spills, and illicit connections, to conduct these activities. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements or staffing. Permittees shall document and maintain records of the training provided and the staff trained.
- Recordkeeping: Permittees shall track and maintain records of the activities conducted to meet the requirements of this section.

2.3.2 Ongoing Activities

The Permit requires the City to continue implementing the enforceable mechanism to prohibit illicit discharges, have municipal staff training on illicit discharge detection, elimination and response, host a citizen hotline (which is published as 360-279-4764), and maintain an up to date map of the MS4. The City implements a ditch inspection program during the summer to look for potential septic failures. The City has also started to look into a program of retrofitting type 2 catch basins with spill control "tees" at strategic locations, such as immediately upstream of a discharge to the bay. The City is currently implementing all these activities on an ongoing basis.

2.3.3 Planned Activities

The main new requirement in the current permit includes field screening of at least 40 percent of the City's MS4 by December 31, 2017. The City is also required to screen an additional 12 percent of the MS4 year thereafter.

The City is largely on schedule or ahead of schedule in the area of IDDE program implementation. The City has already been using screening methods described in *Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments*, (Center for Watershed Protection, 2004). The City will continue with this program and completion of the geographic areas required by the permit. The only procedural change in the City's current methods is to build in additional die testing, where applicable. The City will begin this additional procedure in 2015.

2.4 Controlling Runoff from New Development, Redevelopment, and Construction Sites

The SWMP requirements for controlling runoff from new development, redevelopment, and construction sites (Section S5.C.4 of the Phase II permit) are summarized below, followed by a description of the ongoing and planned SWMP activities that meet these requirements.

2.4.1 Permit Requirements

Section S5.C.4.a-f of the Phase II permit lists the following requirements:

- Develop and implement an ordinance or ordinance revisions that address runoff from new development, redevelopment, and construction projects in a manner that meets the minimum requirements established by Ecology.
- Develop and implement a site planning process and selection and design criteria for best management practices (BMPs) that will protect water quality and reduce the discharge of pollutants to the maximum extent practicable.
- Develop and implement an approval process for new development that includes inspections of and enforcement of maintenance standards for private stormwater facilities.
- By December 31, 2016, revise and implement provisions in development code regarding techniques for low impact development (LID) that make LID the preferred and commonly-used approach to site development, in order to minimize impervious surfaces, native vegetation loss, and stormwater runoff in all types of development situations.
- Develop and implement a permitting process with plan review, inspection, and enforcement capability for both public and private projects to ensure sufficient stormwater management, proper installation and maintenance of erosion control BMPs and permanent stormwater facilities, and assignment of responsibility for post-construction maintenance.
- Inspect all construction sites before construction if they exhibit high potential for sediment transport during construction to ensure adequate erosion and sediment control BMPs, and again upon completion of construction to ensure proper installation of permanent stormwater controls.
- Implement an ordinance or other enforceable mechanism to verify long-term operation and maintenance (O&M) of post-construction facilities and BMPs.
- By December 31, 2016, establish standards for stormwater facility maintenance that are equivalent to those included in Ecology's Stormwater Management Manual for Western Washington (Ecology 2012).

- Conduct annual inspections of stormwater treatment and flow control facilities permitted by the City; inspect all new flow control and water quality treatment facilities for new residential developments that are part of a larger common plan for development or sale.
- Develop a record-keeping procedure for inspection reports, warning letters, notices of violations, and other enforcement records.
- Provide copies of notice of intent (NOI) letters to representatives of proposed new development and redevelopment projects.
- Train City staff responsible for implementing the program described above, including staff involved with permitting, plan review, construction site inspections, and enforcement.

Permit requirement S.5.C.4.g. (Watershed-scale planning) does not apply to the City of Oak Harbor.

2.4.2 Ongoing Activities

The City will continue to implement the ordinance addressing construction/post-construction runoff controls, make Notice of Intents (NOIs) available for sites that require a Construction Stormwater General Permit or an Industrial Stormwater Permit from Ecology, perform site plan review and permitting per the Oak Harbor municipal code (OMC 12.30) (Stormwater Management), perform construction and post-construction inspections, require long-term maintenance, and train staff in all aspects of this Permit requirement.

2.4.3 Planned Activities

The main new requirement in the current permit includes updating the City development code to comply with the Permit Appendix I standards. This updating includes reviewing and revising the applicable parts of the development code to make Low Impact Development (LID) the preferred approach. This update must be completed by December 31, 2016. In addition, the city must submit to Ecology a summary of the results of the LID review and revision process with the annual report due March 31, 2017.

The City will begin to address these requirements in 2015. This will begin with City staff having meetings about upcoming code changes, which are planned for the first quarter in 2015. During these discussions, a strategy for meeting the code change requirements by the permit deadline will be developed.

2.5 Pollution Prevention and Operation and Maintenance for Municipal Operations

This section summarizes Phase II permit requirements related to pollution prevention and O&M for municipal operations (Section S5.C.5) and describes current and planned SWMP activities related to these requirements.

2.5.1 Permit Requirements

Section S5.C.5.a-f of the Phase II permit lists the following requirements:

- By December 31, 2016, establish standards for stormwater facility maintenance that are equivalent to those included in Ecology's Stormwater Management Manual for Western Washington (Ecology 2012).
- By December 31, 2016, develop maintenance standards for facilities that currently do not have maintenance standards.
- Inspect municipally owned or operated permanent stormwater treatment and flow control facilities (other than catch basins) annually and take appropriate maintenance actions.
- Conduct spot checks of potentially damaged permanent treatment and flow control facilities (other than catch basins) after major (greater than 24-hour, 10-year recurrence interval rainfall) storm events.
- Inspect, and clean if necessary, all catch basins and inlets owned or operated by the City at least once by August 1, 2017, and then every two years thereafter. Compliance will be determined by the presence of an established inspection program designed to inspect all sites and achieving 95% of inspections.
- Establish and implement practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned and maintained by the City including streets, parking lots, roads, highways, buildings, parks, open space, road right-of-ways, maintenance yards, and stormwater treatment and flow control BMPs/facilities.
- Develop and implement an ongoing training program for City employees whose construction, operations, or maintenance job functions may adversely affect stormwater quality.
- Develop and implement a stormwater pollution prevention plan for all heavy equipment maintenance or storage yards and material storage facilities owned or operated by the City.
- Maintain records of inspections and maintenance or repair activities.

2.5.2 Ongoing Activities

The City will continue to maintain the City's MS4, annually inspect all City-owned stormwater treatment and flow control BMPs/facilities, perform spot checks of facilities after large storm events, follow the Stormwater Pollution Prevention Plans for municipal lands & facilities, and provide appropriate staff training. The City also documents and tracks maintenance activities.

The City's Stormwater Facilities Maintenance Manual includes methods to determine if and what type of maintenance is required and also gives a time frame of when the work must be completed in order to have the least amount of impact created during municipal operations.

The City's Stormwater Pollution Prevention Plan includes employee training and policies to prevent and reduce stormwater pollution from activities including, but not limited to, application of fertilizers, pesticides, and herbicides, sediment and erosion control, landscape maintenance and vegetation disposal, trash management and building exterior cleaning and maintenance. These pollution reduction activities are used at all City owned or maintained properties, including but not limited to, parks and open spaces, road right-of-ways, maintenance yards, and stormwater treatment and flow control facilities.

2.5.3 Planned Activities

The City will continue with the ongoing activities. In addition, during the coming year, the City will:

- Begin to assess the maintenance standards to identify any facilities that currently do not have maintenance standards
- Perform spot checks of stormwater BMPs/facilities if there are significant storms
- Begin the process of updating stormwater facility standards. The City plans to adopt the 2012 Ecology Manual either in 2015 or prior to the deadline in 2016.

2.6 Monitoring and Assessment

This section summarizes Phase II permit requirements related to stormwater monitoring and assessment (Section S8) and describes current and planned activities related to these requirements.

2.6.1 Requirements

Section S8 of the Phase II permit lists the following requirements:

- Provide a description of any monitoring activities conducted during reporting period, separate from Regional Stormwater Monitoring Program (RSMP).
- Status and trends monitoring - notify Ecology by December 1, 2013, whether the Permittee will pay into a collective fund (payment due August 15, 2014) to implement the RSMP status and trends monitoring in Puget Sound, or will conduct the monitoring separate from any collective effort.
- Stormwater effectiveness studies – notify Ecology by December 1, 2013, whether the Permittee will pay into a collective fund (payment due August 15, 2014) to implement RSMP effectiveness studies, or will conduct the monitoring separate from any collective effort.

- Source identification and diagnostic monitoring – each Permittee shall pay into a collective fund (payment due August 15, 2014) to implement the RSMP Source Identification Information Repository (SIDIR).

2.6.2 Recent/Ongoing Activities

- In 2013, the City of Oak Harbor notified Ecology that it will pay into the collective fund for the status & trends monitoring and the stormwater effectiveness studies. The first payments for the RSMP were sent to Ecology by the required deadline of August 15, 2014. These payments were as follows:
 - Status and trends monitoring - \$1,936
 - Stormwater effectiveness studies – \$9,528
 - Source identification and diagnostic monitoring - \$884
- No monitoring for TMDLs has been undertaken because TMDLs have not been established for Oak Harbor at this time.

2.6.3 Planned Activities

The City will describe any water quality monitoring activities or studies, separate from the RSMP that are planned for 2015 in the Annual Report. In addition, the City continue making annual payments to Ecology on August 15, to participate in the RSMP.

3 REFERENCES

Ecology. 2012. Stormwater Management Manual for Western Washington. August. Washington Department of Ecology publication 12-10-030.