



Water Quality Program

Permit Submittal Electronic Certification

Permittee: MONROE CITY OF

Permit Number: WAR045530

Site Address: 806 W MAIN ST
Monroe, WA 98272-2125

Submittal Name: MS4 Annual Report Phase II Western

Version: 1

Due Date: 3/31/2020

Questionnaire

| Number | Permit Section | Question | Answer |
|--------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| 1 | S5.A | Attach 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 per S9.D.6. | Not Applicable |
| 2 | S5.A | Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2) | 2020 SWMP Final_2_032520201525 23 |
| 3 | S5.A | Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP. | Yes |
| 4 | S5.A.5.b | Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.5.b) | Yes |
| 4a | S5.A.5.b | Attach a written description of internal coordination mechanisms. (S5.A.5.b). | Internal Coordination Mechanis_4a_0325202 0152523 |
| 15 | S5.C.1.c | Continue to design and implement local development-related codes, rules, standards, or other enforceable documents to minimize impervious surfaces, native vegetation loss, and stormwater runoff, where feasible? See S5.C.1.c.i. (Required annually) | Yes |
| 16 | S5.C.1.c | From the assessment described in S5.C.1.c.i (a), did you identify any administrative or regulatory barriers to implementation of LID Principles or LID BMPs? (Required annually) | No |
| 20 | S5.C.2 | Did you choose to adopt one or more elements of a regional program? (S5.C.2) | Yes |

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| 20a | S5.C.2 | If yes, list the elements, and the regional program. | Natural Yard Care Program: held three workshops and a one day Yard Care Event. PSSH materials are distributed at events. The PSSH logo is put on vehicles, equipment, garbage can stickers and shirts for employees in public works and parks. The city also promoted natural yard care and Puget Sound Starts Here at all community events; Community Easter Egg Hunt, Earth Day, National Night Out, etc. |
| 21 | S5.C.2 | Attach a description of general awareness efforts conducted, including your target audiences and subject areas, per S5.C.2.a.i. | General Awareness Efforts Q21_21_03252020152747 |
| 22 | S5.C.2 | Conducted an evaluation of the effectiveness of the ongoing behavior change program and documented recommendations as outlined in S.5.C.2.a.ii(b). (Required no later than July 1, 2020) | Not Applicable |
| 26 | S5.C.2 | Promoted stewardship opportunities (or partnered with others) to encourage resident participation in activities such as those described in S5.C.2.a.iii. | Yes |
| 26a | S5.C.2 | Attach a list of stewardship opportunities provided. | Stewardship Opportunities 26a_26a_03252020152747 |
| 27 | S5.C.3. | Describe in Comments field the opportunities created for the public, including overburdened communities, to participate in the decision-making processes involving the development, implementation, and updates of the Permittee's SWMP and the SMAP. (S5.C.3.a) | The City of Monroe provided opportunities for the public through discussions at numerous community events, workshops, city council meetings and Natural Yard Care meetings. The city also offered opportunities to comment on the city's website and Facebook page. The SWMP was available for review and comments in 2019. |
| 28 | S5.C.3. | Posted the updated SWMP Plan and latest annual report on your website no later than May 31. (S5.C.3.b) | Yes |
| 28a | S5.C.3. | List the website address in Comments field. | www.monroewa.gov/304/Stormwater |
| 29 | S5.C.4. | Maintained a map of the MS4 including the requirements listed in S5.C.4.a.i-vii? | Yes |

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| 30 | S5.C.4. | Started mapping outfall size and material in accordance with S5.C.4.b.i.? (Required no later than January 1, 2020) | Not Applicable |
| 31 | S5.C.4. | Completed mapping connections to private storm sewers in accordance with S5.C.4.b.ii? (Required no later than August 1, 2023) | Not Applicable |
| 32 | S5.C.4. | Developed an electronic format for map, with fully described mapping standards in accordance with S5.C.4.c? (Required no later than August 1, 2021) | Not Applicable |
| 33 | S5.C.5 | Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. Describe actions in Comments field. (S5.C.5.b) | Yes |
| 34 | S5.C.5 | Implemented an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges as described in S5.C.5.c. | Yes |
| 35 | S5.C.5 | Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.5.d.i. | Yes |
| 35a | S5.C.5 | Cite field screening methodology in Comments field. | Field screening is done in accordance with the "Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual". The manual was prepared for the Department of Ecology by Herrera Environmental Consultants. Catch basin inspections are the primary IDD&E screening method. The city has also done dry weather outfall inspections. |
| 36 | S5.C.5 | Percentage of MS4 coverage area screened in the reporting year per S5.C.5.d.i. (Required to screen 12% on average each year.) | 100 |
| 36a | S5.C.5 | Cite field screening techniques used to determine percent of MS4 screened. | When screening the city's MS4 catch basins and inlets, the field crews conduct visual and olfactory inspection of the structures and pipes and documented their observations in Asset Essentials/Dude Solutions. Work orders are created for any work needing to be performed. Public work crews also screen for IDD&Es during normal operations. |

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| 37 | S5.C.5 | Percentage of total MS4 screened from permit effective date through the end of the reporting year. (S5.C.5.d.i.) | 100 |
| 38 | S5.C.5 | Describe how you publicized a hotline telephone number for public reporting of spills and other illicit discharges in the Comments field. (S5.C.5.d.ii) | The City of Monroe publicizes the hotline phone number on our website. The city continuously runs a stormwater message and the hotline phone number on Channel 21. The phone number is on business cards and city publications. It is also placed on the city's Facebook page when applicable. |
| 39 | S5.C.5 | Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.5.d.iii. | Yes |
| 40 | S5.C.5 | Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.5.e. | Yes |
| 41 | S5.C.5 | Municipal illicit discharge detection staff are trained to conduct illicit discharge detection and elimination activities as described in S5.C.5.f. | Yes |
| 42 | S5.C.5 | Attach a report with data describing the actions taken to characterize, trace, and eliminate each illicit discharge reported to, or investigated by, the Permittee as described in S5.C.5.g. The submittal must include all of the applicable information and must follow the instructions, timelines, and format described in Appendix 12. | WAR045530-2019-ImportedIDDEs_03252020153831 |
| 43 | S5.C.6. | Implemented an ordinance or other enforceable mechanism to effectively address runoff from new development, redevelopment, and construction sites per the requirements of S5.C.6.b.i-iii. | Yes |
| 44 | S5.C.6. | Revised ordinance or other enforceable mechanism to effectively address runoff from new development, redevelopment, and construction sites per the requirements of S5.C.6.b.i-iii. (Required no later than June 30, 2022) | Not Applicable |
| 45 | S5.C.6. | Number of adjustments granted to the minimum requirements in Appendix 1. (S5.C.6.b.i. and Section 5 of Appendix 1) | 0 |
| 46 | S5.C.6. | Number of exceptions/variances granted to the minimum requirements in Appendix 1. (S5.C.6.b.i., and Section 6 of Appendix 1) | 0 |
| 47 | S5.C.6. | Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds adopted pursuant to S5.C.6.b.i. (S5.C.6.c.i) | Yes |
| 47a | S5.C.6. | Number of site plans reviewed during the reporting period. | 19 |

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| 48 | S5.C.6. | Inspected, prior to clearing and construction, permitted development sites per S5.C.6.c.ii, 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 Damage Potential? | Yes |
| 49 | S5.C.6. | Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls per S5.C.6.c.iii. | Yes |
| 49a | S5.C.6. | Number of construction sites inspected per S5.C.6.c.iii. | 29 |
| 49b | S5.C.6. | Inspected stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments every 6 months per S5.C.6.c.iv? | Yes |
| 50 | S5.C.6. | Inspected all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. (S5.C.6.c.v) | Yes |
| 51 | S5.C.6. | Verified a maintenance plan is completed and responsibility for maintenance is assigned for projects prior to final approval and occupancy being granted. (S5.C.6.c.v) | Yes |
| 52 | S5.C.6. | Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects). (S5.C.6.c.ii-iv) (S5.C.7.c.viii) | 9 |
| 53 | S5.C.6. | Achieved at least 80% of scheduled construction-related inspections. (S5.C.6.c.vi) | Yes |
| 54 | S5.C.6. | Made Ecology's Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity available to representatives of proposed new development and redevelopment? (S5.C.6.d) | Yes |
| 55 | S5.C.6. | All staff whose primary job duties are implementing the program to control stormwater runoff from new development, redevelopment, and construction sites including permitting, plan review, construction site inspections, and enforcement are trained to conduct these activities? (S5.C.6.e) | Yes |
| 56 | S5.C.7. | Implemented maintenance standards that are as protective, or more protective, of facility function than those specified in the Stormwater Management Manual for Western Washington or a Phase I program approved by Ecology per S5.C.7.a.? | Yes |
| 57 | S5.C.7. | Updated maintenance standards specified in Stormwater Management Manual for Western Washington per S5.C.7.a? (Required no later than June 30, 2022) | Not Applicable |

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| 58 | S5.C.7. | Applied a maintenance standard for a facility or facilities which do not have maintenance standards specified in the Stormwater Management Manual for Western Washington? If so, note in the Comments field what kinds of facilities are covered by this alternative standard. (S5.C.7.a) | No |
| 59 | S5.C.7. | Verified that maintenance was performed per the schedule in S5.C.7.a.ii when an inspection identified an exceedance of the maintenance standard. | Yes |
| 59a | S5.C.7. | Attach documentation of maintenance time frame exceedances that were beyond the Permittee's control. | Not Applicable |
| 60 | S5.C.7. | Implemented an ordinance or other enforceable mechanisms to verify long-term operation and maintenance of stormwater treatment and flow control BMPs/facilities regulated by the permittee per (S5.C.7.b.i (a))? | Yes |
| 61 | S5.C.7. | Annually inspected stormwater treatment and flow control BMPs/facilities regulated by the Permittee per S5.C.7.b.i(b) | Yes |
| 61a | S5.C.7. | If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.7.b.i (b) | Not Applicable |
| 62 | S5.C.7. | Achieved at least 80% of scheduled inspections to verify adequate long-term O&M. (S5.C.7.b.ii) | Yes |
| 63 | S5.C.7. | Annually inspected all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. (S5.C.7.c.i) | Yes |
| 63a | S5.C.7. | Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.7.c.i) | 60 |
| 63b | S5.C.7. | Number of facilities inspected during the reporting period. | 60 |
| 63c | S5.C.7. | Number of facilities for which maintenance was performed during the reporting period. | 20 |
| 64 | S5.C.7. | If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.7.c.i. | Not Applicable |
| 65 | S5.C.7. | Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms as per S5.C.7.c.ii. | Yes |
| 66 | S5.C.7. | Inspected municipally owned or operated catch basins and inlets every two years or used an alternative approach? Cleaned as needed? (S5.C.7.c.iii) | Yes |
| 66a | S5.C.7. | Number of known catch basins? | 2683 |
| 66b | S5.C.7. | Number of catch basins inspected during the reporting period? | 2683 |
| 66c | S5.C.7. | Number of catch basins cleaned during the reporting period? | 237 |
| 67 | S5.C.7. | Attach documentation of alternative catch basin cleaning approach, if used. (S5.C.7.c.iii.(a)-(c)) | Not Applicable |

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| 68 | S5.C.7. | Implemented practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the Permittee, and road maintenance activities under the functional control of the Permittee. (S5.C.7.d) | Yes |
| 69 | S5.C.7. | Documented practices, policies, and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the Permittee, and road maintenance activities under the functional control of the Permittee. (S5.C.7.d – Required by December 31, 2022) | Not Applicable |
| 70 | S5.C.7. | Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality. (S5.C.7.e) | Yes |
| 71 | S5.C.7. | 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 an NPDES permit that covers stormwater discharges associated with the activity. (S5.C.7.f) | Yes |
| 72 | S5.C.7. | Updated, if needed, SWPPPs according to S5.C.7.f no later than December 31, 2022. | Not Applicable |
| 73 | S5.C.8 | Adopted ordinance(s), or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with existing land uses and activities per S.5.C.8.b.i. (Required by August 1, 2022) | Not Applicable |
| 74 | S5.C.8 | Established an inventory per S5.C.8.b.ii. (Required by August 1, 2022.) | Not Applicable |
| 75 | S5.C.8 | Implemented an inspection program S5.C.8.b.iii (Required by January 1, 2023). | Not Applicable |
| 76 | S5.C.8 | Implemented a progressive enforcement policy per S5.C.8.b.iv (Required by January 1, 2023). | Not Applicable |
| 77 | S5.C.8 | Attach a summary of actions taken to implement the source control program per S5.C.8.b.iii and S5.C.8.b.iv. | Not Applicable |
| 78 | S5.C.8 | Attach a list of inspections, per S5.C.8.b.iii, organized by the business category, noting the amount of times each business was inspected, and if enforcement actions were taken. | Not Applicable |
| 79 | S5.C.8 | Implemented an ongoing source control training program per S5.C.8.b.v? | Not Applicable |
| 80 | S7 | Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A) | Yes |
| 81 | S7 | For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s). (S7.A) | TMDL Implementation Report Q81_81_032520201529 48 |

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| 82 | S8 | Submitted payment for cost-sharing for Stormwater Action Monitoring (SAM) status and trends monitoring no later than December 1, 2019 (S8.A.1); and no later than August 15 of each subsequent year? (S8.A.2.a.) | Yes |
| 83 | S8 | Notified Ecology by December 1, 2019 which option you selected: S8.A.2.a, or S8.A.2.b. | Yes |
| 84 | S8 | Submitted payment for cost-sharing for SAM effectiveness and source identification studies no later than December 1, 2019 (S8.B.1); and no later than August 15 of each subsequent year (S8.B.2.a or S8.B.2.c)? | Yes |
| 85 | S8 | Notified Ecology by December 1, 2019 which option you selected: S8.B.2.a, or S8.B.2.b? | Yes |
| 86 | S8 | If conducting stormwater discharge monitoring in accordance with S8.C.1, submitted a QAPP to Ecology no later than February 1, 2020? (S8.C.1.b and Appendix 9) | Not Applicable |
| 88 | G3 | Notified Ecology in accordance with G3 of any discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare or the environment. (G3) | Yes |
| 89 | G3 | Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A. | Yes |
| 90 | Compliance with standards | Notified Ecology within 30 days of becoming aware that a discharge from the Permittee's MS4 caused or contributed to a known or likely violation of water quality standards in the receiving water. (S4.F.1) | Yes |
| 91 | Compliance with standards | If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a. | Not Applicable |
| 92 | Compliance with standards | Attach a summary of the status of implementation of any actions taken pursuant to S4.F.3 and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d) | Not Applicable |
| 93 | G20 | Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20) | Not Applicable |
| 94 | G20 | Number of non-compliance notifications (G20) provided in reporting year. List permit conditions described in non-compliance notification(s) in Comments field. | 0 |

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 gather and evaluate 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 knowing violations.

Brad Feilberg

3/30/2020 8:02:46 AM

Signature

Date