



MS4 Annual Report Phase II Western

Number	Permit Section	Question
1	S9.D.6	<p>Attach a map 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.</p> <p>Not Applicable</p>
2	S5.A.2; S9.D.1	<p>Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2; S9.D.1)</p> <p>2025 Stormwater Management Pro_2_03252025102944</p>
3	S5.A	<p>Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP.</p> <p>Yes</p>
4	S5.A.5.b	<p>Continued to coordinate among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.5.b)</p> <p>Yes</p>
5	S9.D.4	<p>If applicable, identify other entities relied on to satisfy any of the obligations under the Permit. (S9.D.4)</p> <p>Not Applicable</p>
6	S5.C.1.a	<p>Continue to convene an interdisciplinary team to inform and assist in the development, progress, and influence of the stormwater planning program? (S5.C.1.a.)</p> <p>Yes</p>
12	S5.C.1.c.i	<p>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)</p> <p>Yes</p>
13	S5.C.1.c.i(a)	<p>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)</p> <p>No</p>
19	S5.C.2	<p>Did you choose to adopt one or more elements of a regional program? (S5.C.2)</p> <p>Yes</p>
19a	S5.C.2	<p>If yes, list the elements, and the regional program.</p> <p>In 2024, the City continued its "Shut It" campaign which was adopted in 2020. The purpose of the campaign is to educate the business community in Monroe regarding proper dumpster area maintenance, including good housekeeping practices and securely shutting the lid to all dumpsters (solid waste, recycling, and organics) when not actively in use. Since 2023, the City has been incorporating the campaign into its source control business inspection</p>

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		<p>program. Dumpsters are inspected as a part of the business inspection and education/technical assistance is provided during the inspection. Follow-up and resources are provided to business owners that are not implementing best management practices in their dumpster areas. Educational resources are also available on the City's source control webpage and during City sponsored events. The City also provides education and outreach opportunities through multiple social media platforms including Facebook, Instagram, and Monroe This Week (online newsletter). Additionally, Monroe pays into and participates in the Puget Sound Starts Here regional behavior change campaign "Don't Wait to Inflate". The goal of the campaign is to promote the behavior of regularly checking a car's tire pressure to ensure proper tire inflation. It also messages that Puget Sound and salmon are at risk from stormwater runoff that picks up pollutants like tire particles (zinc and 6PPD-q) and carries them into local waterways. Monroe shared this messaging through digital and local social media platforms; the larger campaign shared the messaging regionally through broadcasted local radio and tv commercials. The City also continues to promote its Natural Yard Care and Scoop the Poop campaigns through digital and social media platforms, including Monroe This Week. Education and outreach materials and messaging are also shared at community events hosted by the City.</p>
20	S5.C.2	<p>Attach a description of general awareness efforts conducted, including your target audiences and subject areas, per S5.C.2.a.i.</p> <p>20. 2024 General Awareness Eff_20_01152025124128</p>
24	S5.C.2.a.iii	<p>Provided, partnered, or promoted stewardship opportunities to encourage resident participation in activities such as those described in S5.C.2.a.iii.</p> <p>Yes</p>
24a	S5.C.2.a.iii	<p>Attach a list of stewardship opportunities provided.</p> <p>24a. 2024 Stewardship Oppertun_24a_03122025104640</p>
25	S5.C.3.a	<p>Describe in Comments field the opportunities created for the public to participate in the decision-making processes involving the development, implementation, and updates of the Permittee's SWMP and the SMAP.</p> <p>Each year, the current Stormwater Management Program Plan is posted on the City's website. The City announces the posting of the new plan through various social media platforms, including Monroe This Week (the City's online newsletter), Facebook, and Instagram; public comment and feedback is always encouraged. Citizens are encouraged to provide input on the City's environmental programs during open forum at all City council meetings which are held in-person and virtually to ensure meetings can be as accessible as possible. Environmental Services staff and other City staff regularly attend community events and are available for discussion and assistance; staff contact information is also posted on the City's website. "Monroe Listens" is an online forum where citizens can communicate their opinions, priorities, or concerns regarding policy or program decisions; citizens are able to post anonymously or request that staff contact them directly for further discussion.</p>
25a	S5.C.3.a.i	<p>Describe specific public involvement and participation opportunities provided to overburdened communities and specifically, highly impacted communities. (S5.C.3.a.i)</p> <p>Each year, the current Stormwater Management Program Plan is posted on the City's website. The City announces the posting of the new plan through various social media platforms, including Monroe This Week (the City's online newsletter), Facebook, and Instagram; public comment and feedback is always encouraged. Citizens are encouraged to provide input on the City's environmental programs during open forum at all City council meetings which are held in-person and virtually to ensure meetings can be as accessible as possible. Environmental Services staff and other City staff regularly attend community events and are available for discussion and assistance; staff contact information is also posted on the City's website. "Monroe Listens" is an online forum where citizens can communicate their opinions, priorities, or</p>

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		concerns regarding policy or program decisions; citizens are able to post anonymously or request that staff contact them directly for further discussion.
26	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
26a	S5.C.3.	List the website address in Comments field. https://monroewa.gov/304/Stormwater
27	S5.C.4.	Maintained an electronic map of the MS4 including the requirements listed in S5.C.4.? Yes
32	S5.C.5.b	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. (S5.C.5.b) Yes
32a	S5.C.5.b	Describe actions in Comments field. (S5.C.5.b) The City runs a standing public announcement regarding spill response and the reporting of spills, illicit discharges, and dumping on Channel 21. Similar messaging is also provided by the City through social media platforms as well as the city's weekly newsletter Monroe This Week. The City of Monroe website informs on spill prevention, response, and reporting as well as the IDDE program. It also guides citizens where to take materials for proper disposal and recycling that may not be eligible for collections through their solid waste service provider. Some City vehicles also message the 24/7 spill reporting hotline. As a part of the source control business inspection program, City staff regularly communicate spill prevention and response best management practices to business owners and operators. They also inform businesses regarding illicit discharges and their prohibition from the stormwater system. Currently, 299 businesses in Monroe are included in the source control business inspection program, with 80 businesses inspected to-date. Many of these businesses are also inspected by the county health department as a part of their pollution prevention and assistance program; during these inspections, they receive similar technical assistance and education. All illicit discharges, spills, and dumping reports are fully investigated. Once a source of the incident is identified, if applicable, City staff will follow up with technical assistance and education. Corrective actions are required to be taken to eliminate the source of pollution. All reported illicit discharges, spills, and dumping incidents are tracked through Monroe's Comcate system; follow up is also tracked through the system. Spills, illicit discharges, and dumping incidents are reported to the Department of Ecology through their ERTS system.
33	S5.C.5.c	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.d.i	Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.5.d.i. Yes
35a	S5.C.5.d.i	Cite field screening methodology in Comments field. Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual. Herrera Environmental Consultants, Inc.; May 2013.
36	S5.C.5.d.i(a)	Percentage of MS4 coverage area screened in the reporting year per S5.C.5.d.i. (Required to screen 12% on average each year.)

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		100
36a	S5.C.5.d.i(a)	<p>Cite field screening techniques used to determine percent of MS4 screened.</p> <p>The City maintains an inventory of its MS4 system (Brightly Asset Management and GIS) to monitor and track what percentage of the system has been screened. Documentation of screening is tracked through work orders for maintenance or reported in spill/IDDE follow up actions. Staff screen all components of the system (catch basins, control structures, ponds, vaults, outfalls) looking for sheen, unusual flow, odor, sediment levels, functionality, and other indicators to identify pollutants or illicit connections. In 2024, the entire MS4 system was verified to ensure that stormwater facilities in the field matched documented assets logged in the Brightly asset system. During this verification process, field staff actively screened the system for any IDDE's.</p>
37	S5.C.5.d.ii	<p>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)</p> <p>The City runs a standing public announcement commercial on Channel 21 to inform citizens how to report spills that occur in the City. Citizens are directed to report spills to City Hall during normal business hours and are also provided with an afterhours spill response number. Spill response guidance is provided on the City's website, the Monroe stormwater page(s), and highlighted through social media posts. Messaging is also provided on education and outreach materials given to businesses that are inspected as a part of the City's business inspection program as well as given out at City events. The afterhours spill response number is posted on the City's spill response vehicle and advertised on staff business cards. The Public Works Department number is provided on stormwater pond signage city-wide. Ecology's 24/7 spill response hotline number is also provided to the community on the City's stormwater webpage(s).</p>
38	S5.C.5.d.iii	<p>Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.5.d.iii.</p> <p>Yes</p>
39	S5.C.5.e	<p>Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.5.e.</p> <p>Yes</p>
40	S5.C.5.f	<p>Implemented an ongoing illicit discharge training program for all staff responsible for implementing the procedures and program described in S5.C.5.f.</p> <p>Yes</p>
41	S5.C.5.g	<p>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 13.</p> <p>Imported from WQWebIDDE</p>
42	S5.C.6.b.i-iii	<p>Continued to implement 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.</p> <p>Yes</p>
44		<p>Does the ordinance or other enforceable mechanism follow a Phase I program approved by Ecology (S5.C.6.b.i)?</p> <p>No</p>

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45	S5.C.6.b.i. and Section 5 of Appendix 1	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.b.i., and Section 6 of Appendix 1	Number of exceptions granted to the minimum requirements in Appendix 1. (S5.C.6.b.i., and Section 6 of Appendix 1) 0
47	S5.C.6.c.i	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.c.i	Number of site plans reviewed during the reporting period. 2
48	S5.C.6.c.ii	Inspected, prior to clearing and construction, permitted development sites per S5.C.6.c.ii? Yes
49	S5.C.6.c.iii	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.c.iii	Number of construction sites inspected per S5.C.6.c.iii. 4
49b	S5.C.6.c.iv	Inspected stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments at least twice per 12-month period with no less than 4 months between inspections, 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.c.viii	Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects, per S5.C.6.c.ii-iv). (S5.C.6.c.viii) 1
53	S5.C.6.c.vi	Achieved at least 80% of scheduled construction-related inspections. (S5.C.6.c.vi) Yes

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54	S5.C.6.d	Made online links to Ecology's Construction Stormwater General Permit Notice of Intent, the Industrial Stormwater General Permit Notice of Intent, and the registration requirements for Underground Injection Control (UIC) available to representatives of proposed new development and redevelopment? (S5.C.6.d) Yes
55	S5.C.6.e	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.b	Attach a list of projects that are fully funded, started, completed and/or scheduled for implementation during this permit term for the purpose of meeting S5.C.7.b, with the information and formatting specified in Appendix 12. Attach an updated list annually. (S5.C.7.b,) 2025 SMED Projects Template - _56_03252025121840
57	S5.C.8.b	Updated inventory to identify institutional, commercial and industrial properties which have the potential to generate pollutants to the Permittee's MS4 per S5.C.8.b? (Required at least once every five years) No
58	S5.C.8.a-d	Attach a summary of actions taken to implement the source control program, per S5.C.8.a-d. 58. 2024 Source Control Progra_58_03122025112143
59	S5.C.8.d	Attach a list of inspections, per S5.C.8.c.v, organized by the business category, noting the number of times each business was inspected and if enforcement actions were taken, per S5.C.8.d. 2024 NPDESPro Source Control R_59_03122025112143
60	S5.C.8.e	Implemented an ongoing source control training program per S5.C.8.e? Yes
61	S5.C.9.a	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.9.a? Yes
63	S5.C.9.a	Applied a maintenance standard for a facility or facilities which do not have maintenance standards specified in the Stormwater Management Manual for Western Washington? (S5.C.9.a) Not Applicable
64	S5.C.9.a.ii	Verified that maintenance was performed per the schedule in S5.C.9.a.ii when an inspection identified an exceedance of the maintenance standard. Yes
64a	S5.C.9.a.ii	Attach documentation of maintenance time frame exceedances that were beyond the Permittee's control. Not Applicable

Number	Permit Section	Question
65	S.5.C.9.b.i(a)	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 S.5.C.9.b.i(a)? Yes
66	S5.C.9.b.i(b)	Inspected stormwater treatment and flow control BMPs/facilities regulated by the Permittee per S5.C.9.b.i(b) Yes
66a	S5.C.9.b.i(b)	Are you using a reduced stormwater treatment and flow control BMPs/facilities inspection frequency? No
66b	S5.C.9.b.i(b)	If using a reduced inspection frequency on stormwater facilities regulated by the Permittee for the first time during this permit cycle, attach documentation per S5.C.9.b.i.(b). Not Applicable
67	S5.C.9.b.ii	Achieved at least 80% of required inspections to verify adequate long-term O&M. (S5.C.7.b.ii) Yes
68	S5.C.9.c.i	Annually inspected municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. (S5.C.9.c.i) Yes
68a	S5.C.9.c.i	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.9.c.i) 94
68b	S5.C.9.c.i	Number of facilities inspected during the reporting period. 94
68c	S5.C.9.c.i	Number of facilities for which maintenance was performed during the reporting period. 14
69	S5.C.9.c.i	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.9.c.i. Not Applicable
70	S5.C.9.c.ii	Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms as per S5.C.7.c.ii. Yes
71	S5.C.9.c.iii	Inspected municipally owned or operated catch basins and inlets every two years or used an alternative approach? Cleaned as needed? (S.5.C.9.c.iii) Yes

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71a	S5.C.9.c.iii	Number of known catch basins and inlets? 3469
71b	S5.C.9.c.iii	Number of catch basins and inlets inspected during the reporting period? 3469
71c	S5.C.9.c.iii	Number of catch basins and inlets cleaned during the reporting period? 1273
72	S5.C.9.c.iii	Attach documentation of alternative catch basin inspection approach for those owned or operated by the Permittee, if used, per S5.C.9.c.iii. Not Applicable
73	S5.C.9.d	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.9.d) No
79	S5.C.9.f	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.9.f) Yes
80	S5.C.9.g	Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality. (S5.C.9.g) Yes
81	S7.A	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A) Yes
81a	S7.A	List any requirements that were not met. Not Applicable
82	S7.A	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) 82. 2024 TMDL - Summary of Act_82_03122025112708
83	S8.A.1, S8.A.2.a	Submitted payment for cost-sharing for Stormwater Action Monitoring (SAM) status and trends monitoring no later than December 1, 2024 (S8.A.1); and no later than August 15 of each subsequent year? (S8.A.2.a.) Yes
84	S8.A.2.a, S8.A.2.b	Notified Ecology by December 1, 2024 which option you selected: S8.A.2.a, or S8.A.2.b. Yes

Number	Permit Section	Question
85	S8.B.1, S5.B.2.a or S8.B.2.c	Submitted payment for cost-sharing for SAM effectiveness and source identification studies no later than December 1, 2024 (S8.B.1); and no later than August 15 of each subsequent year (S8.B.2.a or S8.B.2.c) Yes
86	S8.B.2.a, or S8.B.2.b.	Notified Ecology by December 1, 2024 which option you selected: S8.B.2.a, or S8.B.2.b. Yes
87	S8.C.1.b and Appendix 9	If conducting stormwater discharge monitoring in accordance with S8.C.1, submitted a QAPP to Ecology no later than February 1, 2025? (S8.C.1.b and Appendix 9) Not Applicable
89	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) Not Applicable
90	G3	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A. Not Applicable
91	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) Not Applicable
92	Compliance with standards	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a. Not Applicable
93	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
94	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
95	G20	Number of non-compliance notifications (G20) provided in reporting year. List permit conditions described in non-compliance notification(s) in Comments field. Not Applicable

Attachments:

View Files Attached to Submission

DocDescr	DocName	DocExt	DocID	SubID	AppName
View WAR045530_20_01152025124128	20. 2024 General Awareness Eff_20_01152025124128	.pdf	1620166	1959963	wqwebportal

View	WAR045530_59_03122025112143	2024 NPDESPro Source Control R_59_03122025112143	.pdf	1644964	1959963	wqwebportal
View	WAR045530_56_03252025121840	2025 SMED Projects Template - _56_03252025121840	.xlsx	1650195	1959963	wqwebportal
View	WAR045530_2_03252025102944	2025 Stormwater Management Pro_2_03252025102944	.pdf	1650152	1959963	wqwebportal
View	WAR045530_24a_03122025104640	24a. 2024 Stewardship Oppertun_24a_03122025104640	.pdf	1644913	1959963	wqwebportal
View	WAR045530_58_03122025112143	58. 2024 Source Control Progra_58_03122025112143	.pdf	1644963	1959963	wqwebportal
View	WAR045530_82_03122025112708	82. 2024 TMDL - Summary of Act_82_03122025112708	.pdf	1644971	1959963	wqwebportal
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