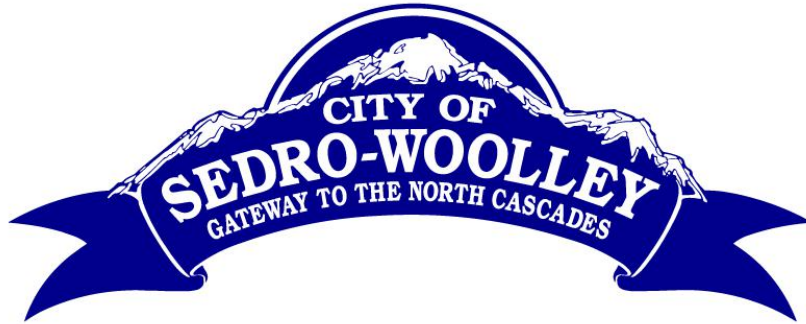


*This 2009 SWMP is an attachment to the City's 2009 Annual Report to the
Department of Ecology for its Phase II NPDES Permit*



2009 Stormwater Management Program

City of Sedro-Woolley

Public Works Department
325 Metcalf Street
Sedro-Woolley, WA 98284

March 16, 2010

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CITY OF SEDRO-WOOLLEY STORMWATER MANAGEMENT PROGRAM

I. INTRODUCTION

I.1 Overview

This document presents the City of Sedro-Woolley's Stormwater Management Program (SWMP). Preparation and maintenance of this SWMP is required by the Washington State Department of Ecology (Ecology) as a condition of the Western Washington Phase II Municipal Stormwater Permit (the Phase II Permit). The Phase II Permit covers discharges from regulated small municipal separate storm sewer systems (MS4s). Based on criteria outlined in the Phase II Permit, Ecology considers the City of Sedro-Woolley to be an operator of a small MS4, and therefore required to obtain permit coverage.

Each municipality's permit for discharging stormwater is designed to reduce the discharge of pollutants, protect water quality, and meet the requirements of the Federal Clean Water Act.

Appendix B includes acronyms and definitions from the Permit to help the reader understand the City's Stormwater Management Program.

I.2 The Stormwater Problem

Stormwater is the leading contributor to water quality pollution in our urban waterways. As urban areas grow, stormwater is also Washington's fastest growing water quality problem. Pollutants in, or resulting from stormwater can cause a wide range of impacts. Untreated stormwater is not safe for people to drink and is not recommended for swimming because it contains toxic metals, organic compounds and bacteria. Some pollutants such as metals, oil and grease, and organic toxins are toxic to aquatic organisms if concentrations are high enough. Sediments cause tissue abrasion and gill clogging in fish, they reduce light and impair algal growth, they smother fish spawning habitat and are transporters of other pollutants. Nutrients accelerate eutrophication, a process where water bodies receive excess nutrients that stimulate excessive plant growth of lakes and ponds resulting in nuisance algal blooms, reduced clarity, odors and reduced water quality. Temperature sensitive fish and invertebrates cannot survive in overly warm water bodies (Ecology, "NPDES General Permit Fact Sheet," 2006).

In addition, the large impervious surfaces in urban areas increase the quantity and peak flows of runoff, which in turn cause hydrologic impacts such as scoured streambed channels, in-stream sedimentation and loss of habitat. Furthermore, because of the increased volume of runoff discharges, loads of pollutants in stormwater can be significant, causing water quality problems such as disease and mortality in fish and other aquatic organisms, swimming beach and shellfish bed closures and contamination of wells (Ecology, "NPDES General Permit Fact Sheet," 2006).

There are a number of pollution sources that contaminate stormwater, including land use activities, operation and maintenance activities, illicit discharges and spills, atmospheric deposition, and vehicular

traffic conditions. Many of these sources are not under the direct control of the permittees that own or operate the storm sewers.

The City of Sedro-Woolley manages a number of complex systems potentially affecting stormwater. The City is involved in efforts that go beyond the scope of many larger municipalities including but not limited to river flood control operations to city storm drains and sewage treatment facilities. While the City has long had a commitment to clean water and, as a result, is currently in compliance with state and federal requirements, it must now look toward meeting the demands of the new Municipal Stormwater Permit, described in detail in Section 1.3 below.

1.3 Regulatory Background

The National Pollutant Discharge Elimination System (NPDES) permit program is a requirement of the federal Clean Water Act, which is intended to protect and restore waters for “fishable, swimmable” uses. The federal Environmental Protection Agency (EPA) has delegated permit authority to state environmental agencies, and these agencies can set permit conditions in accordance with and in addition to the minimum federal requirements. In Washington, the NPDES-delegated permit authority is the Washington State Department of Ecology (Ecology).

Municipalities with a population of over 100,000 (as of the 1990 census) have been designated as Phase I communities and must comply with Ecology’s Phase I NPDES Municipal Stormwater Permit. With the City of Sedro-Woolley’s 1990 census falling below the 100,000 threshold, the City must comply with the Phase II Municipal Stormwater Permit. About 100 other municipalities in Washington must now comply with the Phase II Permit, along with Sedro-Woolley, as operators of small municipal separate storm sewer systems (MS4s). Ecology’s Phase II Municipal Stormwater Permit is available on Ecology’s website at <http://www.ecy.wa.gov/programs/wq/stormwater/municipal/index.html>

The Permit allows municipalities to discharge stormwater runoff from municipal drainage systems into the state’s water bodies (i.e., streams, rivers, lakes, wetlands) as long as municipalities implement programs to protect water quality by reducing the discharge of “non-point source” pollutants to the “maximum extent practicable” (MEP) through application of Permit-specified “best management practices” (BMPs). The BMPs specified in the Permit are collectively referred to as the Stormwater Management Program (SWMP) and grouped under the following Program components:

- Public Education and Outreach (E&O)
- Public Involvement
- Illicit Discharge Detection and Elimination (IDDE)
- Controlling Runoff from New Development, Redevelopment, and Construction Sites
- Pollution Prevention and Municipal Operation and Maintenance (O&M)
- Monitoring

The Permit issued by Ecology became effective on February 16, 2007 and expires on February 15, 2012. The Permit requires the City to report annually (March 31st of each year) on progress in SWMP implementation for the prior year. The Permit also requires submittal of documentation that describes proposed Program activities for the coming year. Implementation of various Permit conditions is phased throughout the fiveyear Permit term from February 16, 2007 through February 15, 2012. The Permit will be revised and reissued at the end of this period.

1.4 City of Sedro-Woolley Regulated Area

The City of Sedro-Woolley first incorporated in 1898, when two cities decided to combine with each other. The City retains a rural character, although its economy recently has shifted from agriculture and timber industries to light manufacturing and services. The City has an operating stormwater utility, which the City adopted, along with an ordinance governing rates, upon receipt of its Phase II permit in 2007.

The Phase II Permit applies to operators of regulated small MS4s that discharge stormwater to waters of Washington State located west of the crest of the Cascade Range (west of the eastern boundaries of Whatcom, Skagit, Snohomish, King, Pierce, Lewis and Skamania counties). For cities, the Permit requirements extend to those areas of each city that drain to MS4s. In Sedro-Woolley, areas south of SR-20 drain via a piped storm water system which sends runoff to Harts Slough and then the Skagit River. The area north of SR-20 and west of Fruitdale Road mostly drains to Brickyard Creek and to the Skagit River. Areas east of Fruitdale Road drain to Hansen Creek and the Skagit River. A small portion of the area to the northwest of the city drains to Wollard Creek and ultimately to the Samish River.

1.5 Total Maximum Daily Load (TMDL) Compliance

Stormwater discharges covered under this Permit are required to implement actions necessary to achieve the pollutant reductions called for in applicable TMDLs. Applicable TMDLs are those that have been approved by the EPA before the issuance date of the Permit or which have been approved by the EPA prior to the date the permittees application is received by Ecology. Information on Ecology's TMDL program is available on Ecology's website at www.ecy.wa.gov/programs/wq/tmdl.

All TMDLs approved by EPA before February 15, 2006, were reviewed by Ecology to determine whether stormwater including municipal stormwater sources were identified in the TMDL. When most of these TMDLs were developed, municipal stormwater was considered a subset of non-point discharges, rather than a permitted discharge. As a result, very few TMDLs statewide contain requirements for municipal stormwater sources. Few TMDLs completed to date have established load allocations (LAs) or waste load allocations (WLAs) for municipal stormwater discharges covered under this Permit.

Appendix 2 of the Permit lists the cities and counties affected by TMDLs that were approved by EPA prior to February 15, 2006. While the City of Sedro-Woolley has not been listed in Appendix 2, there are water quality impairments (303(d) listings) within the City that may trigger TMDLs for the next Permit cycle (2012-2017).

1.6 SWMP Implementation Responsibilities

Within the City organization, several staff from different departments contribute toward meeting permit requirements. Currently, the stormwater management program is primarily the responsibility of the Public Works Department. This department manages the stormwater program and capital improvements, in addition to stormwater related maintenance, mapping and illicit discharge detection and elimination (IDDE). Public Works also conducts street maintenance, while the Public Works Inspector and the Code Enforcement Department handles code compliance. The Engineering and Planning Departments conduct development review, and Engineering provides site inspection services. Police, Fire and Building & Planning Department staff have received training on IDDE identification and reporting. The Finance Department supports Public Works by providing utility

billing. Skagit Conservation District through an Interlocal agreement assists the city with Public Education and Outreach and Water Quality Monitoring.

1.7 Document Organization

This report comprises written documentation of the City's SWMP that is required to be submitted with the Annual Report. In accordance with the Phase II Permit terms, the SWMP has been designed to reduce the discharge of pollutants to the maximum extent practicable (MEP), meet state AKART requirements, and protect water quality. The following sections describe the actions that Sedro-Woolley has taken, or will take to comply with the requirements of the Phase II permit during 2009.

To aid in tracking NPDES permit requirements, this document has been organized into sections that correspond with the Special Conditions and are outlined in the Phase II Permit as follows:

- Section 2.0 - Permit requirements for administering the City's Stormwater Management Program, Special Condition S5.A.
- Section 3.0 - Public Education and Outreach, Special Condition S5.C.1
- Section 4.0 - Public Involvement and Participation, Special Condition S5.C.2
- Section 5.0 - Illicit Discharge Detection and Elimination (IDDE), Special Condition S5.C.3
- Section 6.0 - Controlling Runoff from New Development, Redevelopment, and Construction Sites, Special Condition S5.C.4
- Section 7.0 - Pollution Prevention and Operation and Maintenance for Municipal Operations, Special Condition S5.C.5
- Section 8.0 – Monitoring, Special Condition S8.
- Appendix A – provides details on Public Participation and Public Education & Outreach activities being performed under the Skagit Conservation District Interlocal and in cooperation with other area permittees.
- Appendix B – Acronyms and Definitions from the Permit.

Special Conditions S7 (TMDLs), S8 (Monitoring), and S9 (Reporting) also apply to permit holders. However, while compliance activities are not required to be included in the SWMP, compliance with S7 and S8 are to be addressed in the Annual Report.

In addition, permit conditions, such as Special Conditions S1 through S4 and General Conditions G1 through G20, apply to permit holders, though they do not result in specific program activities, nor is the SWMP required to document compliance with these activities. These additional conditions cover topics such as who is covered by the Phase II Permit, what discharges are authorized under the permit, legal guidelines for transferring, revoking, and appealing the permit, and penalties for non-compliance.

Note:

Activities correspond or are referenced in the annual report excel spreadsheet. Current permit activities may satisfy permit requirements but are ongoing and improved when possible.

2. STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

This section of the SWMP describes Permit requirements related to overall Stormwater Management Program administration, including descriptions of the City's current and planned compliance activities for 2009.

2.1 Permit Requirements

Section S5.C.1 requires the following:

- Develop and implement a Stormwater Management Program and prepare written documentation (Program document) for submittal to Ecology on March 31, 2009, and update the Program annually thereafter. The purpose of the Program is to reduce the discharge of pollutants from the municipal stormwater system to the maximum extent practicable and thereby protect water quality.
- Submit annual compliance reports (for the previous calendar year) to Ecology on March 31, beginning in 2008 that summarize the status of implementation and provide information from assessment and evaluation procedures collected during the reporting period.
- Coordinate with other permittees on stormwater related policies programs, and projects within adjacent or shared areas.

2.2 Current and Ongoing 2009 Compliance Activities

The City currently has activities and programs that meet many of the Permit requirements. The current compliance activities associated with the Permit include:

- The City has defined roles and responsibilities and developed standard operating procedures (SOP) for completing updates to future SWMP documents and the Annual Compliance Report annually.
- The City is finalizing a cost accounting strategy for tracking annual Permit costs, beginning January 1, 2009.
- The City is on track to comply with Ecology's requirements for submittal of the third Annual Compliance Report by March 31, 2010.
- The City has set up a mechanism to coordinate with external entities such as Skagit Conservation District and Skagit County.

2.3 Planned 2010 Compliance Activities

The City has positioned itself well to maintain compliance as Ecology phases in the future Permit deadlines. Actions recommended for continued compliance are included in Table 2-1 which presents the work plan for the 2010 SWMP administration activities.

Table 2-1

2010 Stormwater Management Program Administration Work Plan

Purpose: Develop an SWMP is designed to reduce the discharge of pollutants from the regulated small MS4 to the maximum extent practicable and to protect water quality.

Applicability: The City of Sedro-Woolley as covered under the Permit.

Task ID	Task Description	Permit Due Date / Schedule Notes
SWMP-1	Implement NPDES SWMP cost accounting strategy & tracking system. Train staff on new system.	Due date of January 1, 2009 Status: Basic system is in place; development continues.
SWMP-2	Implement NPDES training management structure & tracking system.	First training to be completed by August 19, 2009 Status: Initial training completed August 12, 2009. Tracking system has been established.
SWMP-3	Define and implement strategy/system for managing SOPs that are used among multiple departments.	Due date of March 31, 2009 Status: Under development
SWMP-4	Summarize annual activities for “Stormwater Management Program” component of Annual Report; identify any updates to Program document.	Report Due date March 31 of each year Status: Reports will be submitted by March 31, 2010.

3. PUBLIC EDUCATION AND OUTREACH

This section describes the permit requirements, current city activities, and planned actions to be implemented. *“The SWMP shall include an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the City. The goal of the education program will be to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts. The City’s education program may be developed locally or regionally.” (Permit Requirement S5.C.1) Pursuant to Permit requirement S5.C.1.a., a Public Education and Outreach Program must be in place by February 16, 2009.*

3.1 Permit Requirements

Section S5.C.1 requires the following:

- Develop and administer an education program to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts. The program must target residents, businesses, industry, and city employees at all levels.
- Develop a method to allow measurement and evaluation of the education program’s effectiveness at changing targeted behaviors.
- Track and maintain records of public education and outreach activities.

3.2 Current and Ongoing 2009 Activities

The City of Sedro-Woolley stated in its March 2003 Notice of Intent (NOI) its intention to educate children about fish habitat requirements and implement a storm drain stenciling program in 2003. In 2008, an interlocal agreement was reached with the Skagit Conservation District (SCD) to provide Public Education and Outreach so much of this work is being done under that agreement. Part of the education program discusses keeping polluted stormwater from entering salmon bearing streams such as Brickyard Creek (BYC). A stream monitoring program uses volunteers to sample the Brickyard Creek water for contaminants. Reference Appendix A, Section A-2 for additional detail for the stated activities below.

1. Backyard Conservation Stewardship Program
2. Resource Materials/Education for Local Schools
3. CSMP Logo/Theme/Poster Contest for Local Youth
4. Stormwater Educational Brochures and Fact Sheets.
5. Stormwater Education Program for Local Business
6. Clean and Green Car Wash Kits
7. Stormwater/Low Impact Development Presentations

8. Education Displays
9. Education Materials Distributed
10. Partnerships were also established with the City of Burlington, City of Sedro-Woolley, City of Mount Vernon, and Skagit County, which will allow our community to work together in implementing a stormwater education and outreach program to meet the requirements of the Phase II planning process, avoid duplication of efforts, share resources, and save money. Skagit Conservation District staff is also working closely with the WA Dept. of Ecology to assure all projects meet the requirements of the Phase II program. See the Skagit Conservation District Storm Water Education Program 2009 Report for additional details.

Reference Appendix A, Section A-1 for additional detail for the activity stated under Public Participation and Involvement, which can also be used as Public Education and Outreach.

1. “Skagit Stream Team” continued its stream monitoring program on Brickyard Creek to locate possible illicit discharges which is primarily done with sampling from volunteers. The samples are tested by the Sewer Department Lab.
2. The Storm Drain Labeling Program included 272 storm markers installed in Sedro-Woolley, and 300 door knob hangers distributed. This augmented the previous stenciling program previously done by the City and volunteers.
3. SCD provided the City of Sedro-Woolley two Car Wash Parking lot kits under a separate grant.

The City provides ongoing CESCL training to staff to supplement citywide training done in 2008. The City’s CESCL training resulted in one additional foreman being certified until 2013.

Table 3-1
Public Education and Outreach
Purpose: Develop an education program to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts.
Applicability: Target audiences as identified. May include general public, businesses, landscapers and property managers, engineers, contractors, developers, review staff and land use planners.
NOTE: Activities below were started or occurred to some degree in 2008 but with an expected completion for the Permit due date of February 15, 2009 for EDUC-1, -2, -3, -4 and February 31, 2009 for EDUC-5. The tasks were completed under the auspices of our interlocal agreement with Skagit Conservation District

3.3 Planned 2010 Activities

The following table outlines the implementation plan for 2010 to achieve the goals and objectives of the Public Education and Outreach Program and meet the compliance deadlines in the Phase II Permit.

Much of this work was completed under an interlocal agreement with Skagit Conservation District

for public education and outreach. Reference Appendix A, Section A-2.1 for additional detail for Projects slated for 2010.

Table 3-2		
Public Education and Outreach		
Purpose: Develop an education program to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts.		
Applicability: Target audiences as identified. May include general public, businesses, landscapers and property managers, engineers, contractors, developers, review staff and land use planners.		
Task ID	Task Description	Permit Due Date / Schedule Notes
EDUC-1	Develop a formal written public education and outreach strategy for target audiences	Due date of February 15, 2009 Status: Under development with interlocal agreement with Skagit Conservation District .
EDUC-2	Present the public education and outreach strategy to elected leaders for review and approval.	Due date of February 15, 2009 Status: Under development with interlocal agreement with Skagit Conservation District.
EDUC-3	Develop and distribute a survey designed to provide a baseline for evaluating the effectiveness of educational materials.	Due date of February 15, 2009 Status: Under development with interlocal agreement with Skagit Conservation District.
EDUC-4	Develop a system for recording and analysis of the survey results.	Due date of February 15, 2009 Status: Under development with interlocal agreement with Skagit Conservation District.
EDUC-5	Develop a system to track and maintain records of public education and outreach activities.	Due date of March 31, 2009 Status: Under development with interlocal agreement with Skagit Conservation District.

Measure Understanding

(Permit Requirement S5.C.1.b)

Public Works Surface Water Management’s existing Education and Outreach Program is planned to achieve measurable improvements in the target audience’s understanding of stormwater and water quality impacts and what they can do to help reduce or prevent these impacts. Specifically, the Education and Outreach Program is designed to raise awareness by identifying problems (potential pollutant sources) and to change behaviors by identifying and encouraging the adoption of practices and behaviors to improve and/or protect water quality. Staff will work with the Skagit Conservation District to evaluate how to measure the effectiveness of the different educational campaigns within our program. Due to budget and staffing limitations in 2009, these efforts were mostly limited to SCD activities.

3.4 Lead Department and Support

The Public Works Department will have primary responsibility for implementing Public Education and Outreach activities. The City's Public Works Department will coordinate activities with the Skagit Conservation District on a year by year contract. The system used to track and maintain records for public education and outreach activities is part of the responsibility of the Conservation Group.

4. PUBLIC INVOLVEMENT

This Section describes the Permit requirements, and current and planned compliance activities.

“The SWMP shall include ongoing opportunities for public involvement through advisory councils, watershed committees, participation in developing rate-structures, stewardship programs, environmental activities or other similar activities. Each Permittee shall comply with applicable State and local public notice requirements when developing their SWMP.”

(Permit Requirement S5.C.2)

Pursuant to Permit requirements S5.C.2.a., an on-going Public Participation Program was scheduled and was initiated by February 16, 2008 per the permit.

4.1 Permit Requirements

Section S5.C.2 of the Permit requires the City to:

- Provide ongoing opportunities for public involvement through advisory boards and commissions, watershed committees, public participation in developing rate structures and budgets, stewardship programs, environmental activities or other similar activities. The public must be able to participate in the decision-making processes involving the development, implementation and update of the SWMP.
- Make the SWMP document and Annual Report available to the public. Post these documents on either the City's or Ecology's website. Any other submittals required by Ecology also must be available on the website.

4.2 Current and Ongoing 2009 Activities

The City of Sedro-Woolley's Public Works Department coordinates activities with the Skagit Conservation District on a year by year contract under an interlocal agreement. The City has supported the Watershed Masters Volunteer Training Program (reference Appendix A). One project was a stream monitoring program on Brickyard Creek to locate possible illicit discharges which is primarily done with sampling from volunteers including one City employee. The samples are tested by the Sewer Department Lab. This activity will continue annually.

Reference Appendix A, Section A-1 for additional detail for the stated activities below.

1. Public Meetings/Steering Committee
2. Watershed Masters Volunteer Training Program
3. Skagit Stream Team

Table 4-1		
Public Involvement		
Purpose: Solicit public review of the City's SWMP.		
Applicability: Applies to general public as well as advisory councils, watershed committees, stewardship programs, and other similar groups.		
Task ID	Task Description	Permit Due Date / Schedule Notes
PI-1	Develop policy directive to create opportunities for public to participate in SWMP development and implementation, including ordinance development.	Due date of February 15, 2008 Status: Most of the public involvement was done through an interlocal agreement with Skagit Conservation District and Interaction with the Public through construction activities. Official Policy under consideration. See Appendix A for public involvement activities.
PI-2	Set-up public meetings and provide response locations on the website for public to comment on stormwater program.	Due date of February 15, 2008 Status: Website has information and the public can contact Public Works. Under development and ongoing.
PI-3	Post the SWMP, the Annual Report, and all other required permit submittals on the City's website, and make them available at City Hall.	Due date of March 31, 2009. Status: Required submittals have been or will be posted on the City website.

4.3 Planned 2010 Activities

The following table outlines the implementation plan for 2010 to achieve the goals and objectives of the Public Involvement Program and meet the compliance deadlines in the Phase II Permit. Reference Appendix A, Section A-1.1 for additional detail for the stated planned activity, "Storm Drain Labeling Program". The City has approximately 2600 storm structures that could be labeled. Those with curb and gutter will use the glued on emblem and others will use the stencil method. The City and Skagit Conservation District will coordinate to have volunteers and City staff conduct this activity on an on going basis.

Table 4-2		
Public Involvement		
Purpose: Solicit public review of the City’s SWMP.		
Applicability: Applies to general public as well as advisory councils, watershed committees, stewardship programs, and other similar groups.		
Task ID	Task Description	Permit Due Date / Schedule Notes
PI-1	Continue to develop opportunities for public to participate in SWMP development and implementation. By August 15, 2009, existing storm ordinances will be updated and new ordinances may be developed.	Status: Ordinances have been updated including public hearings and process. Official Policy and standards are under revision. See Appendix A for ongoing involvement activities.
PI-2	Website contains information for public to comment on stormwater program.	Status: Website has information and the public can contact Public Works. Updates are ongoing.
PI-3	Satisfying requirements for the SWMP, the Annual Report, and all other required permit submittals on the City’s website will be 2010 activities.	The annual report spreadsheet will be used as a guide along with an internal spreadsheet to accomplish permit requirement tracking.

4.4 Lead Department and Support

The Public Works Department will have primary responsibility for implementing Public Involvement activities.

5. ILLICIT DISCHARGE DETECTION AND ELIMINATION

This section describes the permit requirements, programs, and planned activities related to Illicit Discharge Detection and Elimination (IDDE).

“The SWMP shall include an ongoing program to detect and remove illicit connections, discharges as defined in 40 CFR 122.26(b)(2), and improper disposal, including any spills not under the purview of another responding authority, into the municipal separate storm sewers owned or operated by the Permittee. Permittees shall fully implement an ongoing illicit discharge detection and elimination (IDDE) program no later than 180 days prior to the expiration date of this Permit.”(Permit Requirement S5.C.3)

Pursuant to Permit requirement S5.C.3., a series of phased deadlines are created for the implementation of the Illicit Discharge Detection and Elimination Program beginning with the creation of the Illicit Discharge Hotline required as of February 16, 2009.

5.1 Permit Requirements

Section S5.C.3 of the Permit requires the City to:

- Implement an ongoing program to detect and remove illicit discharges, connections and improper disposal, including any spills into the municipal separate storm sewers owned or operated by the City.
- Develop a storm sewer system map, implement ordinances to prohibit illicit discharges, and create a program to detect and address illicit discharges that includes escalating enforcement penalties and an enforcement strategy.
- Publicize a hotline or other local telephone number for reporting of spills or other illicit discharges. Track illicit discharge reports and actions taken in response to calls.
- Adopt and implement procedures for IDDE program evaluation and assessment.
- Provide appropriate training to staff on identification and reporting of illicit discharges.
- Summarize all illicit discharges and connections reported to the City and response actions taken in the Annual Report; including updates to the SWMP document.

5.2 Current and Ongoing 2009 Activities

Current activities are being worked on depending on staff and budget but are not officially required until August 2009 through 2011 deliverable dates.

Current Sedro-Woolley activities in this area include:

- The City has compiled a storm system map in GIS format. The mapping effort for obtaining a GPS reading for each structure is 99% complete. This includes: locating 57 storm facilities some of which constitute individual storm systems, storm catch basins, storm manholes, drainage ditches, and culverts. Pipe sizes, material types and flow directions between catch basins have been or are in the process of being indicated on the map. Recent construction activities have been incorporated into the GIS mapping. This work is ongoing.
- City code (Sedro-Woolley Municipal Code 13.36) has been updated to meet the requirements of S5.C.3 to address illicit discharges and civil infractions.

- The IDDE Hot Line has been established and has been posted on the city website and distributed in flyers generated under the Skagit Conservation Interlocal.
- A system has been established to track and maintain records of calls received and enforcement actions taken in response to Hot Line calls.
- Staff conducted training for Public Works and Police and Fire staff who would respond to IDDE complaints. Training is documented in the Staff Training file.
- The City relies upon the Street Division and Sewer Division of Public Works, the Fire Department and Ecology for assistance with spill response. The hot-line on the website will facilitate a more timely response to complaints.

Table 5-1
Illicit Discharge Detection and Elimination
Purpose: Detect and remove illicit connections, illicit discharges, and improper disposals (including spills) into the MS4.
Applicability: Applies to the City’s municipal separate storm sewer system.

5.3 Planned 2010 Activities

The following table outlines results of the implementation plan for 2010 to achieve the goals and objectives of the IDDE Program and meet the compliance deadlines in the Phase II Permit.

Current activities are being worked on depending on staff and budget but are not officially required until August 2009 through 2011 deliverable dates.

Table 5-2		
Illicit Discharge Detection and Elimination		
Purpose: Detect and remove illicit connections, illicit discharges, and improper disposals (including spills) into the MS4.		
Applicability: Applies to the City’s municipal separate storm sewer system.		
Task ID	Task Description	Permit Due Date / Schedule Notes
IDDE-1	Continue efforts to locate and map all outfalls, tributary areas, and stormwater facilities in an electronic mapping format.	Due date of February 15, 2011. Status: 2600 catch basins and manholes have been located (99% complete), 57 stormwater facilities, and 95% of the mains have been mapped. Refinement and verification continues.
IDDE-2	Document and implement a program for detecting and eliminating illicit discharges.	Due date of August 15, 2011. Status: Under initial development. One project is the stream monitoring program for Brickyard Creek mentioned above.

5.4 Lead Department and Support

The Public Works Department will take the lead with implementing Illicit Discharge Detection and Elimination activities.

6. CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES

This section describes the permit requirements, programs, and planned activities related to Controlling Runoff from New Development, Redevelopment and Construction Sites.

“Each Permittee shall develop, implement, and enforce a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities. This program shall be applied 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. The program shall apply to private and public development, including roads. The “Technical Thresholds” in Appendix 1 shall be applied 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.” (Permit Requirement S5.C.4)

Pursuant to Permit requirement S5.C.4.a., a construction site runoff program must be in place by August 16, 2009.

6.1 Permit Requirements

Section S5.C.4 of the Permit requires the City to:

- Develop, implement, and enforce a program to reduce pollutants in stormwater runoff that enters the municipal separate storm sewer system from new development, redevelopment and construction site activities. The program must apply to both private and public projects.
- Adopt and implement a regulatory process, with necessary legal authority, for plan review, inspection, and escalating enforcement procedures necessary to implement the program in accordance with Permit conditions, including the minimum technical requirements in either the 2005 Ecology Stormwater Management Manual for Western Washington or equivalent Manual approved by Ecology.
- Provide provisions to allow non-structural preventive actions and source reduction approaches such as Low Impact Development techniques (LID), and measures to minimize the creation of impervious surfaces and the disturbance of native soils and vegetation.
- Adopt regulations that include provisions to verify adequate long-term operations and maintenance of new post-construction permanent stormwater facilities and best management practices in accordance with Permit conditions, including an annual inspection frequency and/or approved alternative inspection frequency and maintenance standards for drainage systems as protective as those in Chapter IV of the 2005 Ecology Stormwater Management Manual for Western Washington.
- Train staff on the new codes, standards, processes and procedures.
- Develop a process to record and track all plan reviews, inspections, maintenance, and enforcement actions by staff for inclusion in the Annual Report.
- Summarize annual activities for the Annual Report; identify any update to Program document.

6.2 Current and Ongoing 2009 Activities

Current Sedro-Woolley activities in this area include:

- The City adopted Ordinance 1648-09 on August 12, 2009, updating Chapter 13.36 Stormwater Management and 13.40 Stormwater Maintenance to bring these code sections into compliance with the Permit. Among other things, these revisions adopt the 2005 Ecology Stormwater Manual for Western Washington. These chapters address stormwater management from new development and redevelopment projects as required by the Permit. The Sedro-Woolley Public Works Department Standards are in the process of update to reflect these code revisions.
- The City conducts extensive site plan review, inspect all construction sites, and management of the existing permitting process. Extensive engineering review includes recommendation of including the 12 storm elements for a SWPPP and TESC sheet. BMPs are provided on the site and the review evaluates the engineer submittal but also recommends additional BMPs that may

be optional but provide the contractor with more information to ensure the site prevents erosion and controls their sediment. This design is further discussed in the pre-construction meeting with the owner and contractor. One part of the pre-construction notes mention that are City sites are open to Ecology inspectors, watchdog groups such as North Sound Baykeeper Field Inspector, and any of the City staff.

- All existing stormwater facilities, public and private have been identified, mapped and files created for review and follow up. Maintenance standards will be reviewed in 2010 and annual inspections and reporting initiated. A permitting and tracking system has been initiated and will be refined in 2010.
- Initial training for staff involved in permitting, plan review, inspection and enforcement procedures consistent with NPDES Phase 2 requirements was completed in August 2009. Follow up training will continue in 2010.

Partial work has included the following but will not be complete until the future permit due dates.

Table 6-1
Controlling Runoff From New Development, Redevelopment, and Construction Sites
Purpose: Establish a program to reduce pollutants in stormwater runoff from new development projects, redevelopment projects, and construction sites. Apply the minimum technical requirements of Appendix 1 of the Phase II Permit (or equivalent).
Applicability: All new development, redevelopment, and construction sites that disturb one acre or greater and smaller projects that are part of a larger development plan.

6.3 Planned 2010 Activities

The following table outlines the implementation plan for 2009 to achieve the goals and objectives of the program to control runoff from New Development, Redevelopment, and Construction Sites and meet the compliance deadlines in the Phase II Permit.

Table 6-2		
Controlling Runoff From New Development, Redevelopment, and Construction Sites		
Purpose: Establish a program to reduce pollutants in stormwater runoff from new development projects, redevelopment projects, and construction sites. Apply the minimum technical requirements of Appendix 1 of the Phase II Permit (or equivalent).		
Applicability: All new development, redevelopment, and construction sites that disturb one acre or greater and smaller projects that are part of a larger development plan.		
Task ID	Task Description	Permit Due Date / Schedule Notes
CTRL-1	Increase site plan review, construction and post-construction inspections, enforcement activities, and enhance permitting process where needed to handle full implementation of Phase II requirements.	Due date of August 15, 2009. Status: Initial training for Public Works and shared Building Official personnel to accomplish this requirement has been completed and is ongoing.
CTRL-2	Revise existing stormwater facilities maintenance standards to bring it into compliance with NPDES Phase II requirements.	Due date of August 15, 2009. Status: Ordinance 1648-09 was passed on August 12, 2009, updating SWMC Chapter 13.40 Stormwater Maintenance. Ongoing.
CTRL-3	Develop a program and schedule to inspect all stormwater facilities on an annual basis.	Due date of August 15, 2009. Status: Staff has collated information and created files for each stormwater system in the city. City facilities were inspected and maintained in 2009. Private systems will be inspected in 2010.
CTRL-4	Establish procedures for tracking and keeping records of development projects, inspections, enforcement actions, and maintenance inspections.	Due date of August 15, 2009. Status: Spreadsheets have been created for tracking these activities and management trained in their use. This is a work in progress.
CTRL-5	Make copies of the Notice Of Intent available to developers.	Due date of August 15, 2009. Status: The Notice of Intent is published on the City Stormwater Website and available to developers. This is a discussion

		item at Pre-Application Meetings with Developers and during the SEPA process.
CTRL-6	Provide training for staff in permitting, plan review, inspection and enforcement procedures consistent with NPDES Phase II requirements.	Due date of August 15, 2009. Status: Initial training for all Building, Planning and Engineering staff held on August 12, 2009. Annual updates planned.

6.4 Lead Department and Support

The Public Works Engineering Department will take the lead with implementing Controlling Runoff from New Development, Redevelopment, and Construction Sites, with assistance from the Planning, Building, and other Public Works Departments.

7. POLLUTION PREVENTION AND OPERATION AND MAINTENANCE FOR MUNICIPAL OPERATIONS

This section describes the permit requirements, programs, and planned activities related to Pollution Prevention and Operation and Maintenance for Municipal Operations.

“Within three years of the effective date of this Permit, each Permittee shall develop and implement an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant run-off from municipal operations.” (Permit Requirement S5.C.5.) Pursuant to Permit requirement S5.C.5., all elements of the operations and maintenance programs must be in place by February 16, 2010.

7.1 Permit Requirements

Section S5.C.5 of the Permit requires the following from the City:

- Develop and implement an operations and maintenance (O&M) program with the ultimate goal of preventing or reducing pollutant runoff from municipal operations.
- Establish maintenance standards for the municipal separate stormwater system that are at least as protective as those specified in the 2005 Ecology Manual.
- Conduct inspections of stormwater flow control and treatment facilities and catch basins according to required frequencies, unless previous inspection data show that a reduced frequency is justified.
- Establish and implement procedures to reduce stormwater impacts associated with runoff from municipal operation and maintenance activities including but not limited to streets, parking lots, roads or highways owned or maintained by the City, and to reduce pollutants in discharges from all lands owned or maintained by the City.

- Develop and implement an ongoing training program for staff whose job functions may impact stormwater quality. Document the training program.
- Prepare Stormwater Pollution Prevention Plans (SWPPPs) for all heavy equipment maintenance or storage yards and material storage facilities owned or operated by the City that are not covered by an Industrial Stormwater General Permit.
- Summarize annual activities for the Annual Report. Include any updates to the SWMP document.

7.2 Current and Ongoing 2009 Activities

Current Sedro-Woolley activities in this area include the following:

- The City maintains and inspects city owned storm drain facilities annually or on an as needed basis. Catch basins and associated lines are cleaned throughout the year depending on work load. The City is developing a program to inspect all privately owned facilities annually. Currently, privately owned facilities are inspected on an as need basis.
- The City performs periodic maintenance activities on stormwater conveyance and publicly owned stormwater facilities to reduce impacts from stormwater runoff.
- Street sweeping and gutter cleaning operations are performed twice weekly with the circuit designed to cover all streets with drainage systems at least monthly on a year round basis.
- Staff received training on maintenance procedures on an as needed basis.
- Established project requirement to have all operation and maintenance manuals recorded with the Skagit County Auditor’s Office to ensure compliance when there are property ownership changes.

Staff changes during the last quarter of 2009 resulted in the loss of the Assistant City Engineer position, which was responsible for implementing NPDES compliance activities. The city has hired a new position, Engineering Services Manager to assume these activities. The new position has been filled and will begin work on March 29, 2010.

7.3 Planned 2010 Actions

The following table outlines the implementation plan for 2010 to achieve the goals and objectives of the Operations and Maintenance Program and meet the compliance deadlines in the Phase II Permit.

Table 7-1		
Pollution Prevention and Operations and Maintenance		
Purpose: Develop an O&M program to prevent or reduce pollutant runoff from municipal operations.		
Applicability: All stormwater treatment and flow control facilities, catch basins, streets and roadways, and non-roadway public properties managed by the City.		
Task ID	Task Description	Permit Due Date / Schedule Notes

O&M-1	Establish a formal annual inspection program for permanent stormwater treatment and flow control facilities, including necessary maintenance.	Due date of February 15, 2010. Status: Mapping storm facilities complete. Files have been created for each Municipal facility. Inspections and maintenance are performed annually or as needed. See Municipal Stormwater Facility O&M Program.
O&M-2	Establish a program designed to inspect all sites after major storm events.	Due date of February 15, 2010. Status: See Municipal Stormwater Facility O&M Program.
O&M-3	Establish a formal program to inspect and maintain 25% of all catch basins and inlets per year. Track and record efforts.	Due date of February 15, 2010. Status: See Municipal Stormwater Facility O&M Program.
O&M-4	Evaluate current practices and document ways to minimize stormwater impacts from runoff on municipally owned lands through enhanced activities.	Due date of February 15, 2010. Status: See Municipal Stormwater Facility O&M Program.
O&M-5	Conduct periodic training for all O&M and other appropriate staff during staff meetings.	Due date of February 15, 2010. Status: See Municipal Stormwater Facility O&M Program. Initial training of all city Public Works staff was completed on August 12, 2009, with annual updates planned.
O&M-6	Identify and screen all known facilities, evaluate practices, develop SWPPPs, and identify training needs at facilities.	Due date of February 15, 2010. Status: See Municipal Stormwater Facility O&M Program. All Municipal Facilities have been identified and mapped and files created containing design data, maintenance plan and other data as needed. SWPPP's for the City Maintenance Facility and Division Equipment Yards will be prepared during 2010.

7.4 Lead Department and Support

The Public Works Department will assume responsibility for implementing Pollution Prevention and Operations and Maintenance activities.

8. MONITORING

This section describes the Permit requirements related to water quality monitoring, including descriptions of the City's current and planned compliance activities for 2009.

8.1 Permit Requirements

The Permit (Section S8) does not require municipalities to conduct water quality sampling or other testing during this permit term, with the following exceptions:

- Sampling or testing required for characterizing illicit discharges pursuant to Program's Illicit Discharge Detection and Elimination (IDDE) conditions.
- Water quality monitoring required for compliance with Total Maximum Daily Load (TMDL) conditions (water quality clean up plans). Sedro-Woolley is currently not required to conduct TMDL monitoring as part of this permit because Ecology has not yet developed TMDLs for those water bodies within the City of Sedro-Woolley limits.
- Preparing future comprehensive, long-term water quality monitoring plan including two components: 1) stormwater monitoring and 2) targeted Stormwater Management Program effectiveness monitoring.
- By the 4th Annual Compliance Report (March 31, 2011), Sedro-Woolley is required to identify two outfalls where permanent stormwater sampling stations can be installed and operated for future monitoring. The City is also required to develop plans to monitor stormwater, sediment, and receiving water for physical, chemical, and/or biological characteristics. One outfall must represent high-density residential land use, and the other commercial land use.
- To monitor Program effectiveness, the City will need to identify two suitable Program questions and sites where targeted Program effectiveness monitoring can be conducted and develop a monitoring plan for these questions and sites. The proposed effectiveness monitoring is required to answer the following types of questions:
 - How effective is a specific targeted action or a narrow suite of actions?
 - Is the Stormwater Management Program achieving a targeted environmental outcome?

In addition, the City is required to provide the following monitoring and/or assessment data in each annual report:

- A description of any stormwater monitoring or studies conducted by the City during the reporting period. If stormwater monitoring was conducted on behalf of the City, or if studies or investigations conducted by other entities were reported to the City, a brief description of the type of information gathered or received shall be included in the annual report.
- An assessment of the appropriateness of the best management practices identified by the City for each component of the Stormwater Management Program; and any changes made, or anticipated to be made, to the BMPs that were previously selected to implement the SWMP and why.

8.2 Current Compliance Activities

The City currently does not conduct any water quality monitoring intended to facilitate stormwater management decisions, evaluate or assist in pollutant spill response or to otherwise investigate

stormwater quality. The Skagit Conservation District conducts monthly water quality sampling on Brickyard Creek as part of its Citizen Volunteer Water Quality Monitoring Program.

The City developed a map of the significant municipal stormwater outfalls, but has not yet developed a comprehensive water quality monitoring plan to implement future Permit water quality monitoring requirements.

8.3 Planned 2010 Compliance Activities

The City will need to create a Water Quality Monitoring Program to maintain compliance as Ecology phases in current and future Permit requirements. The requirements for comprehensive, long-term monitoring do not come into effect until the next permit cycle but the City will begin planning for these requirements in 2011. In 2010, the City will develop a plan to monitor two outfall locations. Table 8.1 presents the work plan for SWMP monitoring activities.

Table 8-1 is the work plan for 2009 SWMP monitoring activities.

Table 8-1				
2009 SWMP Monitoring Work Plan				
Task ID	Task Description	Lead	Support	Schedule
MNTR-1	Report potential violations of water quality standards per Permit S4F requirements. Educate department staff on obligation under S4F of Permit's Compliance with Standards section.	PW	All	Ongoing
MNTR-2	Participate in regional and state monitoring forums and future legislative actions in order to influence development of feasible and effective alternative future monitoring requirements	PW	All	Ongoing
MNTR-3	Prepare future comprehensive, long-term water quality monitoring plan including two components: (1) stormwater monitoring and (2) targeted SWMP effectiveness monitoring.	PW	PW	Begin planning and writing in 2011.
MNTR-4	Identify two outfalls where permanent stormwater sampling stations can be installed and operated for future monitoring.	PW	PW	During 2010.

MNTR-5	Summarize annual activities for the monitoring component of Annual Report; identify any updates to Program document	PW	PW	The SWMP and Annual Compliance Report submittal is due on or before March 31 of each year.
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PW = Public Works Department

9. CONCLUSION

This SWMP has been prepared to demonstrate compliance with the requirements of the NPDES Phase II Permit. The implementation tables indicate planned activities as of March 2010. This SWMP is a living document that will be updated annually to reflect progress with implementing the stormwater management program components required for compliance with the Phase II Permit.

Appendix A-

- Public Participation and Involvement
- Education and Outreach

The following report is a coordination effort resulting in an interlocal agreement with the City of Sedro-Woolley and Skagit Conservation District.

2009 Stormwater Public Involvement and Education and Outreach Report

Activities summarized below are excerpted from the Storm Water Education Program 2009 Report for details of activities performed under the Interlocal Agreement between the Skagit Conservation District (SCD) and the City of Sedro-Woolley. The primary purpose of the Skagit Conservation District's Storm Water Education Program is to assist local jurisdictions with compliance efforts for the "Public Education and Outreach" and the "Public Participation and Involvement" requirements of the NPDES storm water permit by facilitating greater public awareness of the sensitivity of local surface waters, their beneficial uses, the detrimental effects of polluted storm water and illicit discharges, and measures that can be taken to reduce storm water pollution.

A-1: Public Participation and Involvement

Public Meetings/Steering Committee

No public meetings were held in Sedro-Woolley during 2009. The city plans to utilize the services of SCD staff to present a council workshop on this topic in 2010.

Watershed Masters Volunteer Training Program

- The Watershed Masters Volunteer Training program was conducted September 29th through November 17th, 2009 (8-week training) with 25 individuals completing the training.
- 229 volunteer hours were conducted by the 2009 Watershed Master graduates between November 17, 2009 and December 31, 2009.
- 1,754 hours reported overall from Watershed Master participants in 2009.
- Program evaluation forms were completed by program participants and included a survey of behavior changes of participants based on information received in class.

Skagit Stream Team

- 6 Stream Team volunteers for Brickyard Creek for 2009/10 sampling season.
- 64 Stream Team volunteers were recognized at the Annual Year-End Stream Team Celebration, which was held on June 6, 2009.
- Annual Stream Team training was held Sept. 8th, 10th, and 12th.
- Data is being entered on excel spreadsheet. Annual report in progress.

Storm Drain Labeling Program

- 272 storm markers installed in Sedro-Woolley; 300 door knob hangars distributed.

- New storm markers with the new “Puget Sound Starts Here” logo were purchased for Mount Vernon, Sedro-Woolley, and Burlington.
- The Storm Drain labeling program was promoted through both editions of the Skagit Conservation News and approximately 75 promotional fliers were distributed at local events.

A-2: Public Education and Outreach

Backyard Conservation Stewardship Program

- 50 individuals completed the 2009 Backyard Conservation Stewardship Short Course, which was held March 18th through April 22nd, 2009 (6 week class).
- Program evaluation forms were completed by class participants and included a survey of behavior changes of participants based on what they learned in class.
- A “Wildlife Habitat Garden Tour” was held on June 27th in partnership with the Skagit Valley Backyard Wildlife Habitat Team. The 11 gardens that were on the tour featured local residential homes that demonstrate how individuals have incorporated sustainable gardening practices, reduced the use of chemicals on their lawns/plants, reduced the size of their lawn, incorporated native plants in their landscape, and provide food, water and shelter for wildlife for wildlife. Some had unique features, like a circulating pond, which is fed from runoff from their roof. 52 individuals participated on the tour.
- A workshop highlighting backyard practices to reduce stormwater impacts was held on April 7th in partnership with the Skagit Valley Backyard Wildlife Habitat Team with 35 individuals attending. The event was held at the Padilla Bay Research Reserve.

Resource Materials/Education for Local Schools

- Educational packets materials were prepared and distributed to 550 local teachers. The packets include information on storm water, a list of videos and other supplemental educational materials available for teachers through the Skagit Conservation District, and promote available presentations (including the enviroscape model).
- 11 Storm water education presentations, using the enviroscape watershed model, were conducted at 11 Burlington/Edison and Sedro-Woolley schools – 294 kids.

CSMP Logo/Theme/Poster Contest for Local Youth

- 70 entries in the Sedro-Woolley & Burlington-Edison “Stormwater Awareness Poster Contest.”
- Winning entries (1st, 2nd, and 3rd & Honorable Mentions) from both jurisdictions were printed on “Stormwater Awareness” bookmarks and 500 distributed to local library. The back of the bookmark included educational tips for residents to reduce stormwater pollution impacts at home.
- Participating students and their families were introduced at City of Burlington and City of Sedro-Woolley City Council meetings and the winning posters were presented.
- Winning posters from each jurisdiction were framed and displayed at the City halls.
- The poster contest winners were featured in the local newspaper and in the Summer 2009 publication of the Skagit Conservation District’s Skagit News.

Stormwater Educational Brochures and Fact Sheets.

- An educational brochure was designed and published to promote the “Operation Clean & Green Car Wash Kits.” 1,000 were printed. These brochures were distributed to the City of Mount Vernon, City of Sedro-Woolley, City of Burlington, City of Anacortes, and Skagit County to distribute to the community and to groups who borrow the car wash kits when conducting a community car wash. Funding for this project was received by the Skagit Conservation District from a grant provided by the Skagit Marine Resource Committee & the NW Straits Commission.
- A series of tip sheets and a pet waste poster are currently in progress.

Stormwater Education Program for Local Business

- A storm water management workshop for boat repair and boatyards was held on March 6th, 2009 with 7 attendees. The event was hosted by SCEA, RESources & the WA Dept. of Ecology (SCD staff served on the Board of Directors for SCEA). The event was promoted county-wide with relevant businesses.
- A storm water management workshop for the construction industry was held on March 27th with 25 attendees. The event was hosted by SCEA, RESources & the WA Dept. of Ecology. The event was promoted county-wide.

Clean and Green Car Wash Kits

This project was funded with grants received by the Skagit Conservation District from the Skagit Marine Resources Committee, NW Straits Commission, and the WA Dept. of Ecology.

- 7 Suds Safe Car Wash Kits were purchased and distributed to: City of Burlington; City of Sedro-Woolley; City of Mount Vernon; Skagit County Public Works; City of Mount Vernon Fire Department; and Skagit Conservation District.
- 7 Sandwich Boards were designed for use by fundraising groups to advertise their event and promote the Suds Safe Car Wash kit program (photo attached).
- 7 sets of DryErase markers (one per sandwich board) and 7 Mr. Clean erasers were purchased (groups can promote their organization on the provided sandwich board).
- 7 tote boxes for fundraising groups to carry to car wash location, filled equally with a share of the following for giving to car wash clients: 5,000 “Think Clean and Green” biodegradable litter bags, and 5,000 brochures to promote the “Clean and Green” concept.
- 1,000 program mailers were produced to inform schools, churches, and youth groups, etc. of the Car Wash Kit program. Nearly 50 were mailed. Multiple copies of the mailers were also provided to all of the 7 kit holders for further promotion. Volunteers posted approximately 50 on community message boards.
- A seven minute information DVD on where to get a kit, why a group should use one, how to set it up, and the other materials included with the kit was produced by the Skagit County Media department. The video is being used throughout Puget Sound and is included on several websites including the WA Dept. of Ecology’s.

Storm Water/Low Impact Development Presentations

- In 2009 staff provided a power point presentation on storm water and an introduction to low impact development at nine events, representing approximately 295 people.

Educational Displays

- Staff hosted educational displays, providing information on storm water and low impact development at numerous community events, including the Upper Skagit Bald Eagle Festival, Storming the Sound, Samish TMDL Public Meetings, Living Green Expo at the Burlington Mall, Washington Elementary School Science Fair, Family Festival of Farms, Samish Bay Bivalve Bash and Mud Run, Skagit Letterbox Celebration, etc. One-on-one contact with

Educational Materials Distributed

- 287 Rain Garden Manuals distributed.
- 432 “Discover Stormwater” educational booklets distributed.
- 32 Pesticide Free Zone pledges received.
- 50 “Turning the Tide on Toxics’ publications distributed.
- 225 Natural Yard Care Booklets distributed.
- 225 LID educational pamphlets distributed (Puget Sound Action Team publication)
- 80 SCD Best Management Practices for Skagit Livestock Owners distributed.
- 75 On-Site Septic System maintenance informational packets distributed.
- 25 “Poisoned Waters” discussion guides distributed.

Other

- Staff is participating on the Skagit EcoNet committee. The local group of educators was initially formed under the guidance of the Puget Sound Partnership, with SCEA now serving as the local lead. Promoting storm water education is a priority focus of the EcoNet groups, which have been formed in communities throughout Puget Sound.
- Staff attended quarterly meetings with our local NPDES partners.
- Staff published several storm water related articles for the two 2009 publications of the Skagit Conservation News. Topics included: Storm Drian labeling projects, rain gardens, stormwater awareness poster contest winners, an article on the enviroscape model and SCD storm water presentations for local school children, car wash kit information, pet waste information, car washing tips, an araticle about the Puget Sound Partnerships’ “Puget Sound Starts Here’ campaign, and more. Distribution: 4,800

A-2.1: Projects slated for 2010 are outlined below:

- Educational public meetings on storm water planned for Big Lake and Burlington Hill areas in partnership with Skagit County.
- Watershed Masters program will continue – staff will continue to provide support to Watershed Masters in completing their 40 hour volunteer requirements and the annual training will be held in the fall of 2010.
- Skagit Stream Team program will continue with the annual training scheduled for Sept. 7th, 9th, and 11th, 2010.
- Storm drain labeling will continue in all jurisdictions.
- A minimum of 4 educational brochures/tip sheets will be published.
- A pet waste poster will be published and distributed.

- 2 LID demonstration sites to be established by June 30, 2011 – currently working with the City of Burlington on a rain garden design for the new RR park.
- A minimum of two local workshops focused on LID and stormwater will be held in 2010.
- A minimum of two local workshops targeting urban residents will be held in 2010.
- Staff will continue to provide support to the Skagit Valley Backyard Wildlife Habitat Team volunteers – it is anticipated that the community will have met all the requirements to receive national recognition as a “Wildlife Habitat Community” by June 2010 – a celebration is tentatively planned for August 14, 2010.
- Informational packets highlighting stormwater and water quality education will once again be distributed to local schools.
- Staff will continue to provide presentations on storm water education to local school groups.
- The SCD website will be updated to include relevant storm water and LID information.
- News articles highlighting storm water education, LID practices, and volunteer opportunities will be included in each of the Skagit Conservation District’s newsletters.
- Staff will continue to provide presentations to local groups on storm water and LID as requested.
- Staff will work with local NPDES partners to begin planning priorities beyond the scope of the Storm Water Education grant and begin pursuing additional funding.
- Stream Team data will be reviewed and will be used to target priority neighborhoods for follow-up education.
- All projects will be tracked, evaluation surveys conducted when appropriate, and reporting will continue.

APPENDIX B: Acronyms and Definitions

The following definitions and acronyms are taken directly from the Phase II Permit and reproduced here for the reader's convenience.

AKART means all known, and available, and reasonable methods of prevention, control and treatment. **All known, available and reasonable methods of prevention, control and treatment** refers to the State Water Pollution Control Act, Chapter 90.48.010 and 90.48.520 RCW. This includes drainage features and their quality; developing actions and recommendations for resolving any deficiencies discovered during the study; and implementing the recommendations, followed by monitoring.

Best Management Practices ("BMPs") are the schedules of activities, prohibitions of practices, maintenance procedures, and structural and/or managerial practices approved by the Department that, when used singly or in combination, prevent or reduce the release of pollutants and other adverse impacts to waters of Washington State.

BMP means Best Management Practice.

CFR means Congressional Federal Register.

Component or Program Component means an element of the Stormwater Management Program listed in S5 Stormwater Management Program for Cities, Towns, and Counties or S6 Stormwater Management Program for Secondary Permittees of this permit.

CWA means Clean Water Act (formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972) Pub.L. 92-500, as amended Pub. L. 95-217, Pub. L. 95-576, Pub. L. (6-483 and Pub. L. 97-117, 33 U.S.C. 1251 et seq.

Discharge for the purpose of this permit means, unless indicated otherwise, any discharge from a MS4 owned or operated by the permittee.

Ecology's Western Washington Phase I Municipal Stormwater Permit regulates discharges from municipal separate storm sewers owned or operated by Clark, King, Pierce and Snohomish Counties, and the cities of Seattle and Tacoma.

Ecology's Western Washington Phase II Municipal Stormwater Permit covers certain "small" municipal separate stormwater sewer systems.

Entity means another governmental body, or public or private organization, such as another permittee, a conservation district, or volunteer organization.

Equivalent document means a technical stormwater management manual developed by a state agency, local government or other entity that includes the Minimum Technical Requirements in Appendix 1 of this Permit. The Department may conditionally approve manuals that do not include the Minimum Technical Requirements in Appendix 1; in general, the Best Management Practices included in those documents may be applied at new development and redevelopment sites, but the Minimum Technical Requirements in Appendix 1 must still be met.

Heavy equipment maintenance or storage yard means an uncovered area where any heavy equipment, such as mowing equipment, excavators, dump trucks, backhoes, or bulldozers are washed or maintained, or where at least five pieces of heavy equipment are stored.

Illicit connection means any man-made conveyance that is connected to a municipal separate storm sewer without a permit, excluding roof drains and other similar type connections. Examples include sanitary sewer connections, floor drains, channels, pipelines, conduits, inlets, or outlets that are connected directly to the municipal separate storm sewer system.

Illicit discharge means any discharge to a municipal separate storm sewer that is not composed entirely of storm water except discharges pursuant to a NPDES permit (other than the

NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities.

IDDE means Illicit discharge detection and elimination.

Low Impact Development (LID) means a stormwater management and land development strategy applied at the parcel and subdivision scale that emphasizes conservation and use of on-site natural features integrated with engineered, small-scale hydrologic controls to more closely mimic pre-development hydrologic functions.

Major Municipal Separate Storm Sewer Outfall means a municipal separate storm sewer outfall from a single pipe with an inside diameter of 36 inches or more, or its equivalent (discharge from a single conveyance other than circular pipe which is associated with a drainage area of more than 50 acres); or for municipal separate storm sewers that receive stormwater from lands zoned for industrial activity (based on comprehensive zoning plans or the equivalent), an outfall that discharges from a single pipe with an inside diameter of 12 inches or more or from its equivalent (discharge from other than a circular pipe associated with a drainage area of 12 acres or more). *Note: The Illicit Discharge Detection and Elimination program requires mapping of outfalls that are 24" or greater in diameter.

Material Storage Facilities means an uncovered area where bulk materials (liquid, solid, granular, etc.) are stored in piles, barrels, tanks, bins, crates, or other means.

Maximum Extent Practicable (MEP) refers to paragraph 402(p)(3)(B)(iii) of the federal Clean Water Act which reads as follows: Permits for discharges from municipal storm sewers shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques, and system, design, and engineering methods, and other such provisions as the Administrator or the State determines appropriate for the control of such pollutants.

MEP means Maximum Extent Practicable.

MS4 – see **Municipal Separate Storm Sewer System**.

MTRs means Minimum Technical Requirements.

Municipal Separate Storm Sewer System (MS4) means a conveyance, or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

- (i) owned or operated by a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of wastes, storm water, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States.
- (ii) designed or used for collecting or conveying stormwater.
- (iii) which is not a combined sewer; and (iv) which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.

National Pollutant Discharge Elimination System (NPDES) means the national program for issuing, modifying, revoking, and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under sections 307, 402, 318, and 405 of the Federal Clean Water Act, for the discharge of pollutants to surface waters of the state from point sources. These permits are referred to as NPDES permits and, in Washington State, are administered by the Washington Department of Ecology.

Notice of Intent (NOI) means the application for, or a request for coverage under this General Permit pursuant to WAC 173-226-200.

Outfall means point source as defined by 40 CFR 122.2 at the point where a municipal separate storm sewer discharges to waters of the State and does not include open conveyances connecting two municipal separate storm sewer systems, or pipes, tunnels, or other conveyances which connect segments of the same stream or other waters of the State and are used to convey waters of the State.

O&M means Operations and Maintenance.

Permittee unless otherwise noted, the term “Permittee” includes Permittee, Co-Permittee, and Secondary Permittee, as defined below:

- (i) A “Permittee” is a city, town, or county owning or operating a regulated small MS4 applying and receiving a permit as a single entity.
- (ii) A “Co-Permittee” is any operator of a regulated small MS4 that is applying jointly with another applicant for coverage under this Permit. Co-Permittees own or operate a regulated small MS4 located within or adjacent to another regulated small MS4. (iii) A “Secondary Permittee” is an operator of regulated small MS4 that is not a city, town, or county.

Small Municipal Separate Storm Sewer System or Small MS4 is a conveyance or system of conveyances for municipalities having populations of less than 100,000 according to the 1990 US census. Such systems include road drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, and/or storm drains that are:

- a. Owned or operated by a city, town, county, district, association or other public body created pursuant to State law having jurisdiction over disposal of sewage, industrial wastes, stormwater, or other wastes, including special districts under state law such as a sewer districts, flood control districts or drainage districts, or similar entity.
- b. Designed or used for collecting or conveying stormwater.
- c. Not a combined sewer system,
- d. Not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.
- e. Not defined as “large” or “medium” pursuant to 40 CFR 122.26(b)(4) & (7) or designated under 40 CFR 122.26 (a)(1)(v).

Small MS4s include systems similar to separate storm sewer systems in municipalities such as: universities, large publicly owned hospitals, prison complexes, highways and other thoroughfares. Storm sewer systems in very discrete areas such as individual buildings do not require coverage under this Permit. Small MS4s do not include storm drain systems operated by non-governmental entities such as: individual buildings, private schools, private colleges, private universities, and industrial and commercial entities.

SOPs, or standard operating procedures, are the best practice approach to executing tasks or activities. In this document, they primarily pertain to the activities that will be implemented to protect stormwater quality.

Stormwater means runoff during and following precipitation and snowmelt events, including surface runoff and drainage.

Stormwater Associated with Industrial and Construction Activity means the discharge from any conveyance which is used for collecting and conveying stormwater, which is directly related to manufacturing, processing or raw materials storage areas at an industrial plant, or

associated with clearing grading and/or excavation, and is required to have an NPDES permit in accordance with 40 CFR 122.26.

Stormwater Management Manual for Western Washington means the 5-volume technical manual (Publication Nos. 99-11 through 15 for the 2001 version and Publication Nos. 05-10-029-033 for the 2005 version (The 2005 version replaces the 2001 version) prepared by Ecology for use by local governments that contains BMPs to prevent, control, or treat pollution in storm water.

Stormwater Management Program (SWMP) means a set of actions and activities designed to reduce the discharge of pollutants from the regulated small MS4 to the maximum extent practicable and to protect water quality, and comprising the components listed in S5 or S6 of this Permit and any additional actions necessary to meet the requirements of applicable.

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