

## City of Olympia

### 2014 NPDES Annual Report

Question Number	Permit Section	Questions
1	S5.A.2	Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2) <b>Draft Attached</b>
2	S9.D.5	Attach a copy of any annexations, incorporations or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period per S9.D.5. <b>Saved Document Name: 2014 Annexation Maps_2_02182015_0120.pdf</b>
3	S5.A.3	Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP. <b>Yes</b>
4	S5.A.5.b	Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.5.b) <b>Yes</b>
4b	S5.A.5.b	Attach a written description of internal coordination mechanisms. (Required to be submitted no later than March 31, 2015, S5.A.5.b) <b>Saved Document Name: #4b Coordination among departments_4b_02202015_0212.docx</b>
5	S5.C.1.a.i and ii	Attach description of public education and outreach efforts conducted per S5.C.1.a.i and ii. <b>Saved Document Name: #5 E&amp;O 2014 Summary_5_02192015_0349.pdf</b>
6	S5.C.1.b	Created stewardship opportunities (or partnered with others) to encourage resident participation in activities such as those described in S5.C.1.b. <b>Yes</b>
7	S5.C.1.b	Used results of measuring the understanding and adoption of targeted behaviors among at least one audience in at least one subject area to direct education and outreach resources and evaluate changes in adoption of targeted behaviors. (Required no later than February 2, 2016, S5.C.1.b) <b>Not Applicable</b>
7b	S5.C.1.b	Attach description of how this requirement was met. <b>Not Applicable</b>
8	S5.C.2.a	Describe the opportunities created for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP. (S5.C.2.a) <b>The SWMP and annual report are adopted through a formal public review process that includes the Olympia City Council and Utility Advisory Committee (UAC) Work Plan and meetings.</b>
9	S5.C.2.b	Posted the updated SWMP Plan and latest annual report on your website no later than May 31. (S5.C.2.b) <b>Yes</b>

9b	S5.C.2.b	List the website address.  <b><a href="http://olympiawa.gov/city-utilities/storm-and-surface-water/policies-and-regulations/policies-western-wa-municipal-stormwater-permit">http://olympiawa.gov/city-utilities/storm-and-surface-water/policies-and-regulations/policies-western-wa-municipal-stormwater-permit</a></b>
10	S5.C.3.a.i - vi	Maintained a map of the MS4 including the requirements listed in S5.C.3.a.i.-vi.  <b>Yes</b>
11	S5.C.3.b.v	Implemented a compliance strategy, including informal compliance actions as well as enforcement provisions of the regulatory mechanism described in S5.C.3.b. (S5.C.3.b.v)  <b>Yes</b>
12	S5.C.3.b.vi	Updated, if necessary, the regulatory mechanism to effectively prohibit illicit discharges into the MS4 per S5.C.3.b.vi. (Required no later than February 2, 2018)  <b>Not Applicable</b>
12b		Cite the Prohibited Discharges code reference  <b>Not Applicable</b>
13	S5.C.3.c.i	Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.3.c.i.  <b>Yes</b>
13b	S5.C.3.c.i	Cite methodology  <b>Methodology pursuant to the City of Olympia IDDE program plan.</b>
14	S5.C.3.c.i	Percentage of MS4 coverage area screened in reporting year per S5.C.3.c.i. (Required to screen 40% of MS4 no later than December 31, 2017 (except no later than June 30, 2018 for the City of Aberdeen) and 12% on average each year thereafter. (S5.C.3)  <b>15</b>
15	S5.C.3.c.ii	List the hotline telephone number for public reporting of spills and other illicit discharges. (S5.C.3.c.ii)  <b>360-753-8333</b>
15b	S5.C.3.c.ii	Number of hotline calls received.  <b>7</b>
16	S5.C.3.c.iii	Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.3.c.iii.  <b>Yes</b>
17	S5.C.3.c.iv	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. (S5.C.3.c.iv)  <b>Yes</b>
17b	S5.C.3.c.iv	Describe the information sharing actions. (S5.C.3.c.iv)  <b>Actions employed by the City include but are not limited to workshops, training (webinar, classes, presentations, etc.), Utility Billing inserts, magnets, one-on-one discussions, enforcement, etc.</b>
18	S5.C.3.d	Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.3.d.  <b>Yes</b>
19	S5.C.3.d.iv	Number of illicit discharges, including illicit connections, eliminated during the reporting year. (S5.C.3.d.iv)  <b>10</b>

20	S5.C.3.d.iv	Attach a summary of actions taken to characterize, trace and eliminate each illicit discharge found by or reported to the permittee. For each illicit discharge, include a description of actions according to required timeline per S5.C.3.d.iv
<b>Saved Document Name: #20 Illicit Discharge Summary_20_02242015_0137.docx</b>		
21	S5.C.3.e	Municipal illicit discharge detection staff are trained to conduct illicit discharge detection and elimination activities as described in S5.C.3.e.
<b>Yes</b>		
22	S5.C.4.a	Implemented an ordinance or other enforceable mechanism to address runoff from new development, redevelopment and construction sites per the requirements of S5.C.4.a.
<b>Yes</b>		
24	S5.C.4.a.i	Number of exceptions granted to the minimum requirements in Appendix 1. (S5.C.4.a.i., and Section 6 of Appendix 1)
<b>0</b>		
25	S5.C.4.a.i	Number of variances granted to the minimum requirements in Appendix 1. (S5.C.4.a.i., and Section 6 of Appendix 1)
<b>0</b>		
26	S5.C.4.b.i	Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds adopted pursuant to S5.C.4.a.i. (S5.C.4.b.i)
<b>Yes</b>		
26b	S5.C.4.b.i	Number of site plans reviewed during the reporting period.
<b>19</b>		
27	S5.C.4.b.ii	Inspected, prior to clearing and construction, permitted development sites that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 Determining Construction Site Sediment Damage Potential, or alternatively, inspected all construction sites meeting the minimum thresholds adopted pursuant to S5.C.4.a.i. (S5.C.4.b.ii)
<b>Yes</b>		
27b	S5.C.4.b.ii	Number of construction sites inspected per S5.C.4.b.ii.
<b>93</b>		
28	S5.C.4.b.iii	Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls. (S5.C.4.b.iii)
<b>Yes</b>		
28b	S5.C.4.b.iii	Number of construction sites inspected per S5.C.4.b.iii.
<b>180</b>		
29	S5.C.4.b.ii, iii and	Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects). (S5.C.4.b.ii, iii and v)
<b>13</b>		
30	S5.C.4.b.iv	Inspected all permitted development sites that meet the thresholds in S5.C.4.a.i upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. (S5.C.4.b.iv)
<b>Yes</b>		
31	S5.C.4.b.ii-iv	Achieved at least 80% of scheduled construction-related inspections. (S5.C.4.b.ii-iv)
<b>Yes</b>		

32	S5.C.4.b.iv	Verified a maintenance plan is completed and responsibility for maintenance is assigned for projects. (S5.C.4.b.iv)
		<b>Yes</b>
33	S5.C.4.c	Implemented provisions to verify adequate long-term operation and maintenance (O&M) of stormwater treatment and flow control BMPs/facilities that are permitted and constructed pursuant to S5.C.4. a and b. (S5.C.4.c)
		<b>Yes</b>
35	S5.C.4.c.iii	Annually inspected stormwater treatment and flow control BMPs/facilities per S5.C.4.c.iii.
		<b>Yes</b>
35b	S5.C.4.c.iii	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.4.c.iii
		<b>Not Applicable</b>
36	S5.C.4.c.iv	Inspected new residential stormwater treatment and flow control BMPs/facilities and catch basins every 6 months per S5.C.4.c.iv to identify maintenance needs and enforce compliance with maintenance standards.
		<b>Yes</b>
37	S5.C.4.c.v	Achieved at least 80% of scheduled inspections to verify adequate long-term O&M. (S5.C.4.c.v)
		<b>Yes</b>
38	S4.C.4.c.vi	Verified that maintenance was performed per the schedule in S5.C.4.c.vi when an inspection identified an exceedance of the maintenance standard.
		<b>Yes</b>
38b	S5.C.4.c.vi	Attach documentation of any maintenance delays. (S5.C.4.c.vi)
		<b>Not Applicable</b>
39	S5.C.4.d	Provided copies of the Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity to representatives of proposed new development and redevelopment. (S5.C.4.d)
		<b>Yes</b>
40	S5.C.4.e	All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement are trained to conduct these activities. (S5.C.4.e)
		<b>Yes</b>
42	S5.C.4.g	Participated and cooperated with the watershed-scale stormwater planning process led by a Phase I county. (S5.C.4.g)
		<b>Not Applicable</b>
43	S5.C.5.a	Implemented maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the Stormwater Management Manual for Western Washington (as amended in 2014). (Required no later than December 31, 2016, except no later than June 30, 2017 for Permittees in Lewis and Cowlitz counties, and no later than June 30, 2018 for the City of Aberdeen, S5.C.5.a).
		<b>Yes</b>
44	S5.C.5.a	Applied a maintenance standard that is not specified in the Stormwater Management Manual for Western Washington.
		<b>Yes</b>
44b		Please note what kinds of facilities are covered by this alternative maintenance standard. (S5.C.5.a)

	S5.C.5.a	<b>Maintenance agreements are required to be recorded against any property with flow control or treatment facilities.</b>
45	S5.C.5.a.ii	Performed timely maintenance per S5.C.5.a.ii. <b>Yes</b>
46	S5.C.5.b	Annually inspected all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. (S5.C.5.b) <b>Yes</b>
46b	S5.C.5.b	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.5.b) <b>41</b>
46c	S5.C.5.b	Number of facilities inspected during the reporting period. (S5.C.5.b) <b>41</b>
46d	S5.C.5.b	Number of facilities for which maintenance was performed during the reporting period. (S5.C.5.b) <b>41</b>
47	S5.C.5.b	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.5.b. <b>Not Applicable</b>
48	S5.C.5.c	Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms as per S5.C.5.c. <b>Yes</b>
49	S5.C.5.d	Inspected all municipally owned or operated catch basins and inlets as per S5.C.5.d, or used an alternative approach. (Required once no later than August 1, 2017 and every two years thereafter, except once no later than June 30, 2018 and every two years thereafter for the City of Aberdeen) <b>Yes</b>
49b	S5.C.5.d	Number of known catch basins. <b>7140</b>
49c	S5.C.5.d	Number of catch basins inspected during the reporting period. <b>3369</b>
49d	S5.C.5.d	Number of catch basins cleaned during the reporting period. <b>3369</b>
50	S5.C.5.d.i-ii	Attach documentation of alternative catch basin cleaning approach, if used. (S5.C.5.d.i or ii) <b>Not Applicable</b>
51	S5.C.5.f	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.5.f) <b>Yes</b>
52	S5.C.5.g	Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality. (S5.C.5.g.) <b>Yes</b>
53		Implemented a Stormwater Pollution Prevention Plan for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject

	S5.C.5.h	to this Permit that are not required to have coverage under an NPDES permit that covers stormwater discharges associated with the activity. (S5.C.5.h)
		<b>Yes</b>
54	S7.A	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A)
		<b>Yes</b>
55	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)
		<b>Saved Document Name: #55 TMDL Requirements Summary_55_02242015_0137.pdf</b>
56	S8.A	Attach a description of any stormwater monitoring or stormwater-related studies as described in S8.A.
		<b>Not Applicable</b>
57	S8.B.1	Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for status and trends monitoring. (S8.B.1)
		<b>Yes</b>
58	S8.C.1	Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for effectiveness studies. (S8.C.1) (Required to begin no later than August 15, 2014)
		<b>Yes</b>
59	S8.D.1	Contributed to the RSMP for source identification and diagnostic monitoring information repository in accordance with S8.D.1. (Required to begin no later than August 15, 2014)
		<b>Yes</b>
60	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)
		<b>Yes</b>
61	G3	Number of G3 notifications provided to Ecology.
		<b>5</b>
62	G3.A	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.
		<b>Yes</b>
63	S4.F.1	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)
		<b>Not Applicable</b>
64	S4.F.3.a	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.
		<b>Not Applicable</b>
65	S4.F.3.d	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)
		<b>Not Applicable</b>
66	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)
		<b>Not Applicable</b>
67		

	G20	Number of non-compliance notifications (G20) provided in reporting year.
		<b>0</b>
67b	G20	List the permit conditions described in non-compliance notification(s).
		<b>Not Applicable</b>

**This Page Intentionally Left Blank**



# City of Olympia

## 2015 Stormwater Management Program (SWMP) Plan

### Prepared February 2015

---

#### TABLE OF CONTENTS

1. Introduction
  - a. Purpose of the Stormwater Management Program Plan (SWMP)
  - b. Implementation Timing
  - c. Olympia Storm and Surface Water Utility - Other Activities
  - d. Relationship to Other Plans
  - e. The Permit as Document Map
2. Public Education and Outreach
3. Public Involvement in SWMP Development
4. Illicit Discharge and Detection Elimination
5. Controlling Runoff from New Development, Redevelopment and Construction Sites
6. Pollution Prevention and Operations and Maintenance from Municipal Operations
7. Coordination
8. Compliance with Total Maximum Daily Load (TMDL) Requirements
9. Monitoring and Assessment

#### LIST OF TABLES

- Table 1. Public Education and Outreach: 2015 Work Plan
- Table 2. Public Involvement in SWMP Plan Development: 2015 Work Plan
- Table 3. Illicit Discharge Detection and Elimination: 2015 Work Plan
- Table 4. Controlling Runoff from New Development, Redevelopment and Construction Sites: 2015 Work Plan
- Table 5. Pollution Prevention and Operation and Maintenance for Municipal Operations: 2015 Work Plan
- Table 6. Coordination: 2015 Work Plan
- Table 7. Total Maximum Daily Load: 2015 Work Plan
- Table 8. Monitoring and Assessment: 2015 Work Plan

## INTRODUCTION

### Purpose of the Stormwater Management Program Plan (SWMP)

All stormwater runoff flowing through Olympia's pipes, ponds, and ditches is managed according to the requirements of a permit first issued by the Washington State Department of Ecology (WDOE) in January of 2007. The *Western Washington Phase II Municipal Stormwater Permit* (Permit) requires the City to take actions like; educating the public and encouraging non-polluting behaviors, looking for illegal dumping and cross-connections, enforcing erosion and sediment control at construction sites, and using best practices for land management and stormwater system maintenance.

This SWMP is designed to reduce the discharge of pollutants from Olympia's regulated MS4 (municipal separate storm sewer system) to the maximum extent practicable, meet state AKART (all known and reasonable technologies) requirements, and protect water quality.

### Implementation Timing

The Permit is now in its second issuance for the City of Olympia. The current Permit is effective for five years, from August 2013 through August 2018. Each year, the Permit adds new requirements for the City to come into compliance. The low impact development requirements of the Permit are required to be in compliance by December 31, 2016.

### Olympia Storm and Surface Water Utility - Other Activities

The Utility maintains over 130 miles of underground pipe, over 6,300 storm drains, and 41 stormwater ponds that carry stormwater runoff from roads and rooftops to our streams and Budd Inlet. We work on many levels to protect water quality, aquatic habitat, and prevent flooding. This involves working closely with residents, businesses and other government agencies to maintain a safe and healthy environment for people and wildlife.

### Relationship to Other Plans

The Storm and Surface Water Utility is guided by the Storm and Surface Water Master Plan. The Master Plan aligns with Olympia's Comprehensive Plan and focuses on the programs and policies of the Utility. This SWMP Plan represents a subset of the work performed by the Utility; specifically, those areas that are governed by the Permit.

### The Permit as Document Map

This Plan generally follows the S5 section of the Permit. Each year this Plan is required to be updated and planned activities will move to current activities when they are scheduled as work items for the upcoming calendar work year. The current activities listed are the City's on-going, permit-related programs and practices.

The remainder of this document details the required elements of the SWMP as noted in Condition S5.C of the Permit, and notes current and planned compliance activities.

## **PUBLIC EDUCATION AND OUTREACH**

### **Permit Requirements**

Permit Section S5.C.1 outlines the required elements of a public education and outreach program. Specifically,

- Provide an education and outreach program designed to educate target audiences about stormwater problems and provide specific actions they can follow to minimize these problems. Prioritize the target audiences and messages for awareness building campaigns, as well as behavior change campaigns.
- Create stewardship opportunities and encourage residents to participate in activities such as stream teams, storm drain marking, volunteer monitoring, riparian plantings and education activities.
- Measure the understanding and adoption of targeted behaviors for at least one target audience in at least one subject area. Submit a summary of the measurement technique and findings with the 2016 Annual Report. Use the resulting measurements to direct education and outreach resources most effectively, as well as to evaluate changes in adoption of the targeted behaviors.
- Summarize public education and outreach efforts annually and submit with Annual Report.

### **Current Activities**

The Olympia Storm and Surface Water Utility has a long-standing and robust public outreach and education program. The following are ongoing public outreach and education programs.

- Production of a quarterly Stream Team newsletter with distribution of over 1200 copies annually.
- Stormwater-related messaging in the City's Utility Bill Insert, which is produced every other month.
- Distributed spill kits to 103 automotive and gas station related businesses and provided training and education for proper response.
- Provided restaurant BMP training and outreach for proper grease trap disposal procedures to 53 businesses.
- Implemented a program where 45 participants rented lawn aeration equipment and opted to reduce use of nitrogen fertilizers.

### **Planned Activities**

The following activities are planned for 2015 in order to continue Olympia's compliance with permit requirements.

Table 1. Public Education and Outreach: 2015 Work Plan

Action Item	Target Audience	Goal and/or Behaviors Promoted
Residential Lawn Care	Chamber's Basin	Reduce nutrient and pesticide loading in the Chambers Basin

## PUBLIC INVOLVEMENT IN SWMP PLAN DEVELOPMENT

### Permit Requirements

The Permit (Section S5.C.2) requires the following:

- Create opportunities for the public to participate in the decision-making processes involving the development, implementation and update of the SWMP.
- Make the SWMP Plan and annual report available to the public, including on the City's website.

### Current Activities

The most recent SWMP Plan is posted on the City's website, along with the most current Annual Permit Compliance Report.

### Planned Activities

Activities planned for continued compliance with Permit Section S5.C.2 are listed below.

Table 2. Public Involvement in SWMP Plan Development: 2015 Work Plan

Action Item	Staff Involved	Schedule Notes
Present the 2015 SWMP to the Utility Advisory Committee and provide opportunity for public comment.	SSW Utility	Scheduled for March 2015 Utility Advisory Committee meeting.
Post the 2015 SWMP on the City's website.	SSW Utility	To be completed by May 31, 2015.
Update the SWMP for 2016 planned activities.	SSW Utility, in coordination with other city staff	Begin December 2015

## ILLCIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

### Permit Requirements

The Permit (Section S5.C.3) requires the City to implement an ongoing program to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the MS4.

- Continue to update and refine mapping of the municipal stormwater system.

- Implement a regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the stormwater system to the maximum extent allowable under state and federal law. Update the regulatory mechanism, if necessary, by February 2, 2018.
- Implement a compliance strategy that includes informal compliance actions, as well as the enforcement provisions of the regulatory mechanism.
- Implement a field screening methodology appropriate to the characteristics of the MS4 and water quality concerns. Complete field screening for at least 40% of the MS4 no later than December 31, 2017, and on average 12% each year thereafter.
- Publicly list and publicize a hotline for public reporting of spills and other illicit discharges.
- Implement an ongoing training program for all municipal field staff that might come into contact with or observe an illicit discharge.
- Inform public employees, businesses and the general public of hazards associated with illicit discharges and improper disposal of waste.
- Implement an ongoing program to address illicit discharges into the MS4. Program elements should include:
  - Procedures for characterizing the nature of any illicit discharge. Procedures shall address the evaluation of whether the discharge must be immediately contained and steps to be taken for containment of the discharge.
  - Procedures for tracing the source of an illicit discharge.
  - Procedures for eliminating the discharge.
- Train staff that are responsible for identification, termination, cleanup, and reporting of illicit discharges and illicit connections to conduct these activities. Conduct follow-up training as needed to address changes in procedures, techniques, requirements or staffing.
- Summarize activities in the Annual Report.

## Current Activities

Current illicit discharge detection and elimination activities that are part of ongoing permit compliance include:

- Olympia maintains a GIS database of the municipal separate stormwater system. Mapping of the private stormwater system continues. Standard procedures are in place for maintaining the GIS database to document new connections, changes/alterations to the existing system, and corrections based on field verification. Drainage areas and land use have been identified for outfalls 24" or greater in size. Maps are available to Ecology and other permittees upon request.
- Olympia Municipal Code Chapter 13.16 prohibits illicit discharges and provides for escalating enforcement.
- The City advertises a Spill Hotline and email (360-753-8333 and [spills@ci.olympia.wa.us](mailto:spills@ci.olympia.wa.us)) to the public for reporting spills and illicit discharges. Records are kept of calls and emails received, and follow-up actions are taken by City staff to investigate and respond appropriately.

## Planned Activities

In addition to continuing the IDDE programs required previously by the Permit, the following activities are planned for 2015.

Table 3. Illicit Discharge Detection and Elimination: 2015 Work Plan

Action Item	Staff Involved	Schedule Notes
Continue to refine and implement the Illicit Discharge Detection and Elimination program.	SSW Utility	Ongoing
Televise and condition rate approximately 50,000 lineal feet of stormwater pipe.	SSW Utility	Required to field screen 40% of the MS4 no later than December 31, 2017.

## CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES

### Permit Requirements

The Permit (Section S5.C4) requires Olympia to implement and enforce a program to reduce pollutants in stormwater runoff from new development, redevelopment, and construction sites. The program applies to private and public development, including roads. Specifically:

- Review all stormwater site plans for proposed development activities.
- Require legal authority to inspect private stormwater facilities and enforce maintenance standards.
- Conduct inspections prior to clearing and construction.
- Conduct inspections during construction to verify proper installation and maintenance of required erosion and sediment controls. Enforce as necessary based on the inspection.
- Conduct post-construction inspections to ensure proper installation.
- Conduct inspections during construction for all permanent stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments (every 6 months until 90% of the lots are constructed or when construction is stopped and the site is fully stabilized). Enforce compliance with maintenance standards as needed.
- Implement a regulatory mechanism to require construction site operators to prepare and implement a Construction Stormwater Pollution Prevention Plan.
- Make available the "Notice of Intent for Construction Activity" to representatives of proposed new development and redevelopment. Continue to enforce local ordinances controlling runoff from sites that are covered by other stormwater permits issued by Ecology.
- Implement maintenance standards.
- Train staff involved in construction site inspections and enforcement.
- Implement an ongoing training program for employees who have primary O&M job functions that may impact stormwater quality.
- Keep records of inspections and enforcement actions.



## Current Activities

For many years, Olympia has had a program to control stormwater runoff from new development, redevelopment, and construction sites. The following are some of Olympia's ongoing program activities.

- Work began in 2014 to revise the *Drainage Design and Erosion Control Manual for Olympia* and will be equivalent to the Department of Ecology's 2012 *Stormwater Management Manual for Western Washington* and Appendix 1 of the Permit.
- The Community Planning and Development, and Public Works Departments coordinate a program to review development plans, inspect sites during construction, and to take enforcement action when necessary.
- Records of reviews, construction inspections, and enforcement actions are maintained by both the Community Planning and Development and Public Works Department staff.
- The Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity applications are available for project applicants on the City's development applications webpage.
- Staff receive training on erosion control, LID techniques, and stormwater design, inspection and modeling on an ongoing basis as needed.
- Post-construction inspections of private stormwater systems are performed by Storm and Surface Water staff according to the Permit's regulated timelines. Records of these inspections and maintenance compliance are maintained by Storm and Surface Water staff.
- Work began in 2014 to review and revise LID standards as they relate to Olympia's Municipal Code.

## Planned Activities

The following activities are planned for 2015 to continue compliance with permit requirements.

Table 4. Controlling Runoff from New Development, Redevelopment and Construction Sites: 2015 Work Plan

Action Item	Staff Involved	Schedule Notes
Continue to refine and implement Olympia's program to Control Runoff from New Development, Redevelopment and Construction Sites.	Community Planning & Development, SSW Utility	Ongoing
Continue to revise the <i>Drainage Design and Erosion Control Manual for Olympia</i> to be equivalent to the 2012 <i>Stormwater Management Manual for Western Washington</i> and Appendix 1 of the Permit.	LID Code Revision Work Group	Manual must be effective no later than December 31, 2016.
Continue to review and revise Olympia's Municipal Code and Engineering Design and Development Standards to comply with the Permit's low impact development mandate.	LID Code Revision Work Group	Revisions must be effective no later than December 31, 2016.

## **POLLUTION PREVENTION AND OPERATION AND MAINTENANCE FOR MUNICIPAL OPERATIONS**

### **Permit Requirements**

The Permit (Section S5.C.5) requires the City to:

- Implement maintenance standards at least as protective as those specified in Chapter 4 of Volume V of the 2012 Stormwater Management Manual for Western Washington.
- Perform annual inspections of all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities, and take appropriate maintenance actions in accordance with maintenance standards.
- Perform spot checks of potentially damaged permanent stormwater treatment and flow control BMPs/facilities after major storm events. Conduct repairs or take appropriate maintenance action in accordance with maintenance standards, based on the results of the inspections.
- Inspect all catch basins and inlets owned or operated by the City at least once no later than August 1, 2017 and every two years thereafter. Clean catch basins if the inspection indicates cleaning is needed to comply with the maintenance standard. Properly dispose of decant water.
- Implement practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the City, including road maintenance activities under functional control of the City.
- Implement an ongoing training program for employees whose primary construction, operations or maintenance job functions may impact stormwater quality.
- Implement a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned by the City.
- Maintain records of inspections and maintenance or repair activities.

### **Current Activities**

The following ongoing programs have been developed to comply with permit requirements.

- Publicly owned and operated stormwater treatment and flow control facilities are inspected annually. If an inspection identifies exceedance of an applicable maintenance standard, the timelines in S5.C.5.a.ii are followed.
- Catch basins are inspected, and cleaned when the maintenance standard is exceeded, on a schedule that meets Permit requirements.
- Ongoing pollution prevention training is provided to municipal maintenance and operation field staff.
- Stormwater Pollution Prevention Plans (SWPPPs) have been developed and are continuously implemented at the Olympia Public Works Maintenance Center and Olympia Parks Priest Point Park Maintenance Facility.



- Olympia has an Integrated Pest Management (IPM) Plan that was developed by the Olympia Parks Department.
- Staff maintains a “hot spot” list of potentially vulnerable stormwater infrastructure. These sites are monitored during and after major storm events.

### Planned Activities

Activities planned for 2015 in order to continue compliance with permit requirements are listed below.

Table 5. Pollution Prevention and Operation and Maintenance for Municipal Operations: 2015 Work Plan

Action Item	Staff Involved	Schedule Notes
Continue to implement and refine Pollution Prevention and Operation and Maintenance activities and programs	SSW Utility, O&M staff city wide	Ongoing

## COORDINATION

### Permit Requirements

Permit Section S5.A.5 requires that there is coordination between Permittees, as well as within departments within the City in order to eliminate barriers to compliance with the terms of the Permit.

- Develop coordination mechanisms to clarify roles and responsibilities for the control of pollutants between physically interconnected MS4s.
- Coordinate stormwater management activities for shared water bodies among Permittees to avoid conflicting plans, policies and regulations.
- Develop coordination mechanisms between departments in the City to eliminate barriers to compliance with the terms of the Permit. Include written description of internal coordination mechanisms in the annual report due March 2015.

### Current Activities

Listed below are ongoing coordination activities:

- Public Works Water Resources performs a lead role in coordinating Permit and municipal stormwater related activities among City departments. Most departments in the City are affected in some way by Permit requirements.
- Olympia staff participate in a regional Stormwater Technical Advisory Committee (StormTAC) that includes staff from the other Phase II Permittee jurisdictions (Lacey, Tumwater, Thurston County), as well as, both local Phase II Secondary Permittees (Port of Olympia, State of Washington Capitol Campus). StormTAC meets bi-monthly and discusses stormwater topics related to the Phase II Permit, as well as other watershed planning projects and studies.

## Planned Activities

Coordination activities planned for 2015 are listed below.

Table 6. Coordination: 2015 Work Plan

Action Item	Staff Involved	Schedule Notes
Continue to implement current coordination activities.	City staff, staff from adjacent Phase II Permit jurisdictions	Ongoing

## COMPLIANCE WITH TOTAL MAXIMUM DAILY LOAD (TMDL) REQUIREMENTS

### Permit Requirements

Olympia has two additional requirements that stem from the Henderson Inlet Watershed TMDL (Appendix 2).

- For areas discharging to Henderson Inlet via the MS4, require phosphorus control for new and redevelopment projects that discharge via MS4 to Woodard Creek and meet the project thresholds in Appendix 1.
- Develop and implement a coordinated plan with the City of Lacey to monitor and reduce fecal coliform bacteria discharges from the Fones/Taylor wetland treatment facilities by December 31, 2014.

### Current Activities

Current activities for the Henderson TMDL are:

- Development and redevelopment projects that are located within city limits and discharge via MS4 to Woodard Creek and meet the project thresholds in Appendix 1 are required to include phosphorus control in the stormwater design of their project.
- In coordination with the City of Lacey, staff prepared a joint stormwater sampling plan to monitor fecal coliform bacteria in the area in and adjacent the Fones/Taylor wetland treatment facilities. The City of Olympia continues to coordinate with the City of Lacey to implement this sampling plan.

### Planned Activities

In 2015, the following additional Henderson TMDL related activities are planned.

Table 7. Total Maximum Daily Load: 2015 Work Plan

Action Item	Staff Involved	Schedule Notes
Following completion of sampling activities, draft a summary report on findings.	City of Lacey, SSW Utility	Summary report will be submitted to Ecology in each annual report.

## MONITORING AND ASSESSMENT

### Permit Requirements

Section S8 of the Permit outlines requirements for monitoring and assessment.

- Provide a description in each Annual Report of any stormwater monitoring or stormwater-related studies conducted by or on behalf of the City.
- Participate in status and trends monitoring, stormwater management program effectiveness studies, and source identification and diagnostic monitoring. Olympia is given the option to pay money into a regional program to perform these activities or may choose to complete the monitoring activities individually and submit monitoring results annually to Ecology.

### Current Activities

Olympia has chosen to participate in the Puget Sound Regional Monitoring Program (PSRMP) in order to meet the Permit requirements for status and trends monitoring, effectiveness studies, and source identification and diagnostic monitoring. The City of Olympia will continue to submit funds annually to the PSRMP.

Other stormwater monitoring or studies will be undertaken periodically in association with TMDL requirements and as otherwise needed.

### Planned Activities

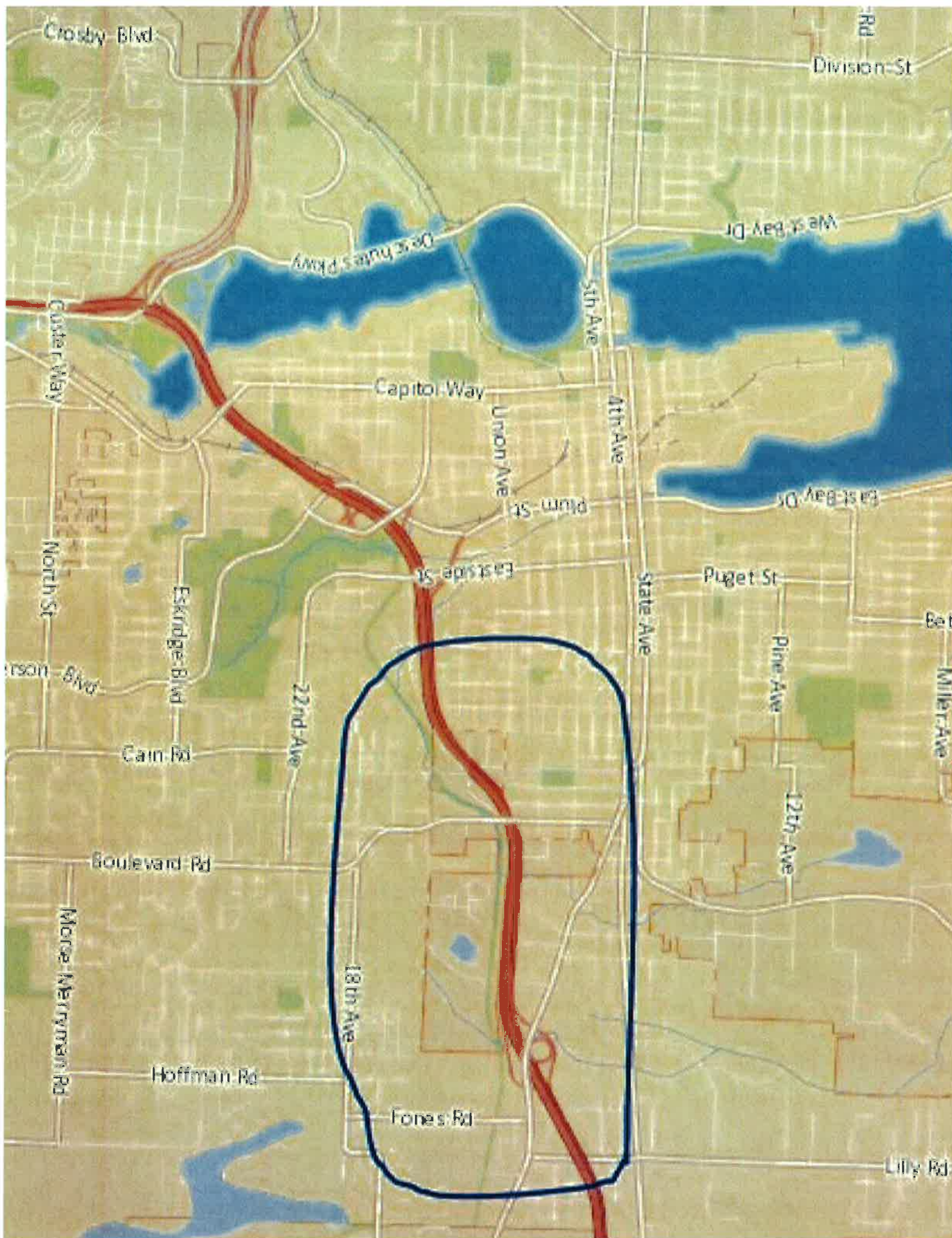
The following monitoring or assessment activities are planned for 2015.

Table 8. Monitoring and Assessment: 2014 Work Plan

Action Item	Staff Involved	Schedule Notes
Continue funding the PSRMP for Puget Sound monitoring activities.	SSW Utility	Annual payment of \$31,338 due in 2015.
Contract with Thurston County Environmental Health Department to conduct monthly sampling on Percival, Chambers, and Moxlie Creeks.	SSW Utility and Thurston County Environmental Health	Not required by the Permit, but sampling of local creeks has been an ongoing activity of the SSW Utility for over a decade.

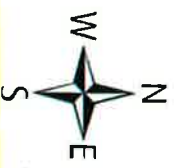
**This Page Intentionally Left Blank**



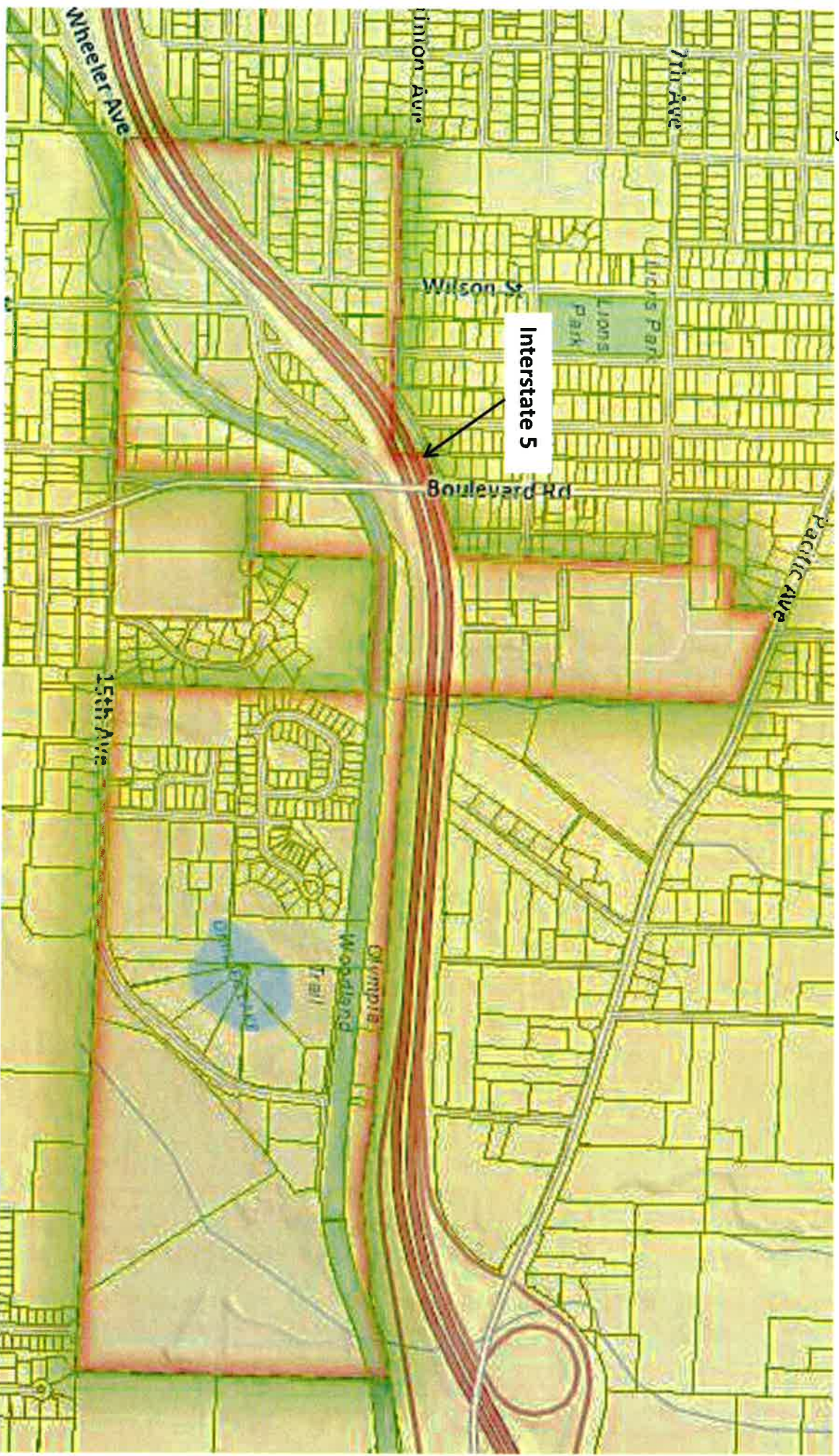


**This Page Intentionally Left Blank**



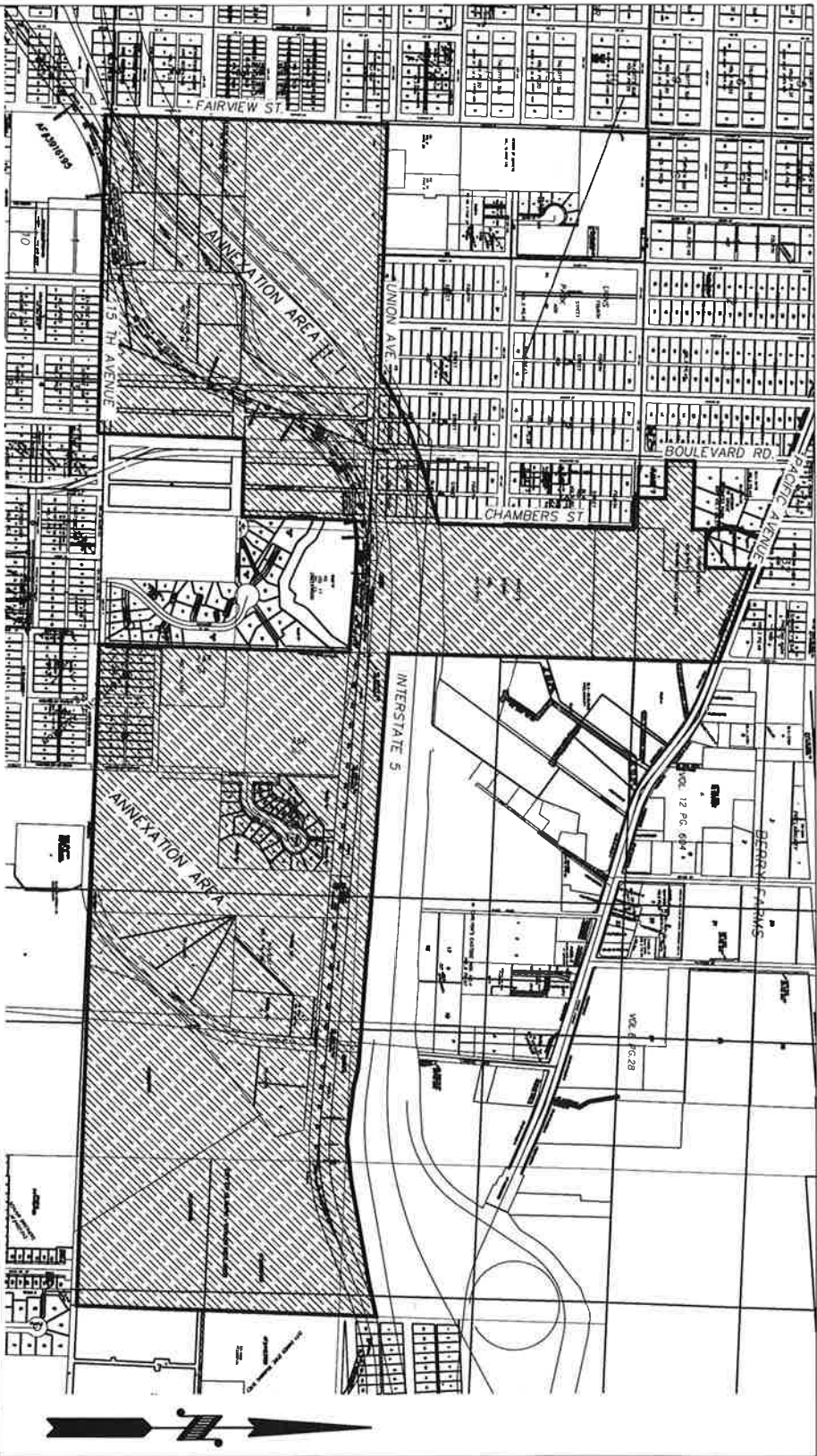


## Boulevard/I-5 Proposed Annexation Area



**This Page Intentionally Left Blank**





NOTE: This sketch was prepared to assist with the interpretation of the attached legal description. If conflicts arise between the written legal description and this sketch, the written legal description shall prevail.

		PROJECT NO.	CITY OF OLYMPIA  EXHIBIT "A" INTERSTATE 5 CORRIDOR ANNEXATION AREA	DRAWING NAME
DRAWN	BAM	CP&D Annexation		
QC REVIEW	LC	DATE		
SCALE	1"=800'	1/2014		SHEET 3 OF 3

**This Page Intentionally Left Blank**

#### **# 4b Coordination Summary**

The City of Olympia has continued to organize standing meetings known as Stormwater Operations Problem Solving (StOPS) Team meetings since prior to the issuance of the NPDES Permit. These meetings occur twice monthly with the goal of addressing stormwater issues in and around the city. These meetings allow coordination and planning between departments and divisions by setting strategic problem solving, implementation, and elimination objectives related to stormwater issues.

**This Page Intentionally Left Blank**

# 5 - Public Education and Outreach  
2014 Summary

	TOTAL	Action / Stewardship	Education /Class /Workshop	Education / Schools	Salmon Stewards
# of events	83	51	20	12	
# of attendees	3042	120	807	257	1,858
# of volunteers	219	127	22	51	19
# of volunteer hours	761	419	42	16	284

**Definitions**

Action/stewardship -	Includes citizen monitoring (Macro, Amphibian, Purple Martin, Shorebird, etc.) tree planting and stormdrain marking, etc.
Education / Class/Workshops -	Adult and family programming including: Sound Steward walks, Martine Creature Mondays, lawn care, beach seining, Phytoplankton lectures, bat lectures, etc.
Education/Schools -	Water Quality and Habitat Focused environmental education in collaboration with the Olympia School District

**Other Outreach**

Business Pollution Prevention,	In collaboration with other Stream Team jurisdictions partnered with ECCOS to distribute spill kits to 162 automotive and food service businesses in Olympia. (See attached report)
Stream Team Newsletter	In collaboration with other Stream Team jurisdictions co-produce a quarterly newsletter that is electronically delivered to 1,800 people. 12,950 paper copies are distributed regionwide (approximately 4000 in Olympia).
Stream Team Website	In collaboration with other Stream Team jurisdictions co-developed and maintain a website for Stream Team.
Lawn Care Program	Developed and implemented a natural lawn care program as part of an NEP grant. 75 targeted residential property owners participated in this program in 2014.
Car Wash Program	Loaned Car Wash kits to 4 "non-profits" to hold approved CCCS car washes
Lawn Aeration Program	Provide cost share incentives for residential property owners to rent an aerator and aerate their own lawns. 45 residential property owners participated in this program in 2014.
Rain Garden Incentives	Provide cost share incentives to Olympia residents to encourage the installation of rain gardens. 3 property owners participated in the program in 2014.
Storm Drains	Developed and distributed 400 "spill awareness" magnets
Holiday Tree Rental	Working with a local tree nursery, we solicit residents to "rent" their holiday tree and then donate them to the City. 93 trees were donated to the City in 2014/2015 and subsequently used for restoration projects.
Pet Waste Program	Distributed 11 neighborhood pet waste stations. Distributed 110 "BOB's" to Olympia residents.

**This Page Intentionally Left Blank**

## # 20 Illicit Discharge Summary

ID	Date investigated	Actions taken to:			Date actions completed
		Characterize	Trace	Eliminate	
122414-009	12.18.2014	Sediment 800 Alta Street SW		Referred to CP&D Telecommunications company completing work in City ROW, inspector told contractor to clean up work site, minimize flow out from site, and protect catch basins with sediment traps.	12.19.2014
112114-005	11.20.2014	Concrete 3600 Forestbrooke Way SW		Referred to CP&D, Inspector visited site on 11/21/2014 and informed contractor of turbidity and high pH issues, requested they address these as soon as possible. Inspector returned to site on 11/24/2014 and verified that stormwater pond was being treated with dry ice to lower pH; they had covered exposed soils with bark, installed catch basin socks, and repaired silt fence.	11.24.2014
111714-028	9.24.2014	Sediment		All exposed, unworked soils covered with approved ground cover by contractor.	9.26.2014
111414-30	9.24.2014	Sediment 701 Alta Street SW		Referred to CP&D Steve Wise added a comment 11/17/2014 10:15 AM Referrals documented with ERTS, Sam Knox from Ecology followed up with corrective BMP's 9/24/2014	9.24.2014
111414-019	5.8.2014	oil		Absorbents, Pads	5.8.2014
081114-018	8.24.2014	sediment		Water Main Rupture Diverted to retention pond for treatment	8.24.2014
072814-043	7.28.2014	Sediment		Referred to Public Works Construction Inspector, Coir log installation along shoulder of road, directing stormwater and dust control water to vegetated swales and catch basins draining to infiltration galleries. Correction notice with BMP's issued by Sam Knox (DOE) on 7/23/14	7.30.2014
031714-034	3.6.2014	Sediment 800 Alta Street SW		Referred to CP&D inspector 2/19/14 Site discharging from pond. Contractor to submit new storm water plan and update bmp's. 3/3/14 Contractor has not installed any measures to prevent erosion of site. Stop work order issued until updated erosion control plan has been submitted and approved by the City.	3.6.2014

				<p>3/6/14 Inspected site, contractor has not prevented stormwater from leaving site or installed BMP to prevent erosion of site into storm ponds. Muddy water is leaving site and entering into storm pond in Yaeger park. Turbidity test on the water discharging, background reading at time was 2.44 NTU while discharge reading was 249 NTU. Water discharging from site is in violation of the City of Olympia storm drainage manual.</p> <p>Steve Wise added a comment 03/17/2014 3:45 PM</p> <p>Correction reports from DOE staff, sediment release from this construction site.</p>	
010214-019	12.31.2013	Gasoline		Contained by OFD, pads, absorbents	1.1.2014
111714-024	<p>2/11/14 – Investigation dispatched to, or conducted by: Borek Busta, LOTT Clean Water Alliance</p> <p>Date / Time: 2/11/14 – 2115 Initial report</p> <p>Field person in charge: Andy Haub, City of Olympia, 239-1407</p>	Sewage		<p>Overflow details caused by: It was determined that the sewage spill was due to a grease blockage in the line. The ultimate quantity was determined to be 22,000 gallons, some of which entered Budd Inlet via the West Bay Marina storm sewer system. The spill was estimated to have begun around 1930 and was stopped by 2230. City vactor crews cleaned up the area and heavy rains helped to dilute the discharge. Signs have been posted at West Bay Marina and at Rotary Park to warn the public.</p> <p>Action taken: (what has been or will be done to prevent a reoccurrence of this event) City of Olympia has jetted and televised the line and LOTT and the City will schedule time to meet with the owner of the nearby restaurant to discuss grease trap maintenance to avoid future blockages.</p>	<p>Time overflow stopped: 2/11/14 @ 2230</p>



## #55 TMDL Requirements Summary

The City of Olympia has developed and started implementation of a coordinated effort with the City of Lacey to satisfy NPDES TMDL requirements for the Henderson Inlet Watershed. The Department of Ecology approved plan is known as the Henderson Inlet TMDL – Coordinated Sampling Plan (November 6, 2014). Implementation of the plan has been performed through coordinated Fecal Coliform sampling pursuant to NPDES Appendix 2 City of Olympia paragraph 2b.

The first series of samples (see attached) were collected on February 18, 2014. The following Fecal Coliforms analytical results were provided by Dragon Laboratory on February 27, 2014:

Outfall 2329     51 CFU/100 mL

Outfall 2327     330 CFU/100 mL

The City of Olympia was unable to coordinate the second round of sampling with the City of Lacey during the 2014 season. As such implementation of sampling efforts will continue pursuant to the Henderson Inlet TMDL – Coordinated Sampling Plan (November 6, 2013).

**This Page Intentionally Left Blank**

*Dragon Analytical Laboratory, Inc.*

2818 Madrona Beach Rd NW  
Olympia, WA 98502  
360-866-0543



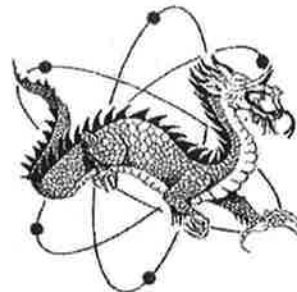
Invoice #

2/27/2014

140218-14

Bill To

City of Olympia  
Attn: Steve Wise  
601 4th Ave East  
PO Box 1967  
Olympia, WA 98507



Project #

P.O. #

Terms

Taylor Stormwater

Net 15

Service Date	Qty	Item	Description	Rate	Amount
2/18/2014	2	Fecal Coli	Fecal Coliform	25.00	50.00

Steve: Results were emailed to you earlier (2/19/2014)

*Thank you for your order, we appreciate your business.*

**Total**

**\$50.00**

***www.dragonanalyticallaboratory.com***

# DRAGON ANALYTICAL LABORATORY

530 A1 Ronlee Ln, Olympia, WA 98502  
(360) 866-0543

Hazardous Waste, Microbiology, NPDES, Potable and Non-potable Water  
Mobile Environmental Laboratory

City of Olympia  
601 4th Ave East  
Olympia, WA 98501

Sampled by: Steve Wise

DAL Project No.: 140218-14

Project Name: Taylor Stormwater

Project No.: n/a

P.O. No.: n/a

Matrix: Non-Potable Water

Temperature Received (°C): 8-9°

Report Date: 2/27/2014

## FECAL COLIFORMS ANALYTICAL RESULTS

SAMPLE NAME	RESULTS	SAMPLE VOLUME (mL)	FILTER COUNT	MRL	UNITS	METHOD	DATE/TIME SAMPLE COLLECTED	DATE/TIME SAMPLE RECEIVED	DATE/TIME SAMPLE FILTERED	ANALYSIS DATE	ANALYST	DATA FLAGS
Outfall 2329	51	100	51	<1	CFU/100 mL	SM 9222 D	2/18/2014; 12:21	2/18/2014; 14:36	2/18/2014; 15:36	2/19/2014	CH	
IND 2327	330	10	33	<10	CFU/100 mL	SM 9222 D	2/18/2014; 12:54	2/18/2014; 14:36	2/18/2014; 15:35	2/19/2014	CH	

## COLIFORM QUALITY CONTROL RESULTS

### Method Blank


SAMPLE NAME	RESULTS	SAMPLE VOLUME (mL)	FILTER COUNT	MRL	UNITS	METHOD	ANALYSIS DATE	ANALYST	DATA FLAGS
Method Blank - Open	<1	100	0	<1	CFU/100 mL	SM 9222 D	2/19/2014	CH	
Method Blank - Close	<1	100	0	<1	CFU/100 mL	SM 9222 D	2/19/2014	CH	

Fecal and/or Total Coliforms must be delivered to the laboratory within 6 hours of sample collection. Samples must be filtered by the laboratory within 2 hours of receipt.

WA-DOE-Laboratory Certification No.: C890

"MRL" indicates Method Reporting Limit

Comments and Explanations: None

Data reviewed by 

# DRAGON

Analytical Laboratory, Inc.



**CWA CHAIN OF CUSTODY RECORD**  
530 A-1 Ronlee Lane NW, Olympia, WA 98502  
Phone: (360) 866-0543 Fax: (360) 866-0556  
Email: customerservice@dragonlaboratory.com  
Website: dragonlaboratory.com

Samples Collected By: Steve Wise

Contact Number: 360 753 8346

Page 1 of 1

Client:

CITY OF OLYMPIA

Phone:

360 753 8346

Project Name:

STADMANVILLE

Project PO:

Address:

507 4TH AVE E

Fax:

360 753 8346

Project Location:

STADMANVILLE

Contact:

140218-14

E-mail:

SWH@OLYMPIA.WA.GOV

Project Number:

140218-14

Matrix Code:

WW = wastewater GW = ground water O = other  
SL = sludge V = vapor S = soil or solid

Sample Identification

Sample Matrix  
Date Sampled  
Time Sampled  
Container Type

Alkalinity  
Biochemical Oxygen Demand (BOD)  
Chloride  
Chemical Oxygen Demand (COD)  
Fecal Coliform  
Total Coliform  
Hardness, Total  
Metals  
Nitrogen, Ammonia  
Nitrogen, Nitrate  
Nitrogen, Nitrite  
Nitrogen, Nitrate, Nitrite  
Nitrogen, Total Kjeldahl  
Oil and Grease  
pH  
Phosphorus, Ortho  
Phosphorus, Total  
Specific Conductance  
Solids, Total  
Solids, Total Dissolved  
Solids, Total Suspended  
Solids, Total Volatile  
Turbidity  
PCBs  
Pesticides  
Semi-Volatile Compounds  
Volatile Organic Compounds

Relinquished By (Signature)

Date/Time

Received By (Signature)

Date/Time

Relinquished By (Signature)

Date/Time

Received By (Signature)

Date/Time

Turn Around Time

☐ 1 Day  
☐ 2 Day  
☐ 5 day  
☐ 10 day (approx)  
☐ Other

Metals: Please circle the desired analyses.

Ag Al As Ba Be Ca Cd Cr Co Cu Fe Hg K Mg Mn Mo Na Ni Pb Sb Se Sn Ti Zn

Comments:

Records for this project will not be maintained beyond 7 years.

Sample Temp:

8-9

Cooler Temp:

Sample Disposal Instructions:

☐ DAL Disposal @ \$2.50 per container

☐ Return

☐ Pick Up

**This Page Intentionally Left Blank**