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### Annual Report

Question Number	Permit Section	Questions
1	S5.A.2	Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2)
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>Not Applicable</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>
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.
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>Yes</b>
7b	S5.C.1.b	Attach description of how this requirement was met.  <b>Saved Document Name: NPDES EO Fulfillment_7b_02232016022820</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)
9b	S5.C.2.b	List the website address.  <b><a href="http://olympiawa.gov/city-utilities/water-resources/plans-regulations-reports.aspx">http://olympiawa.gov/city-utilities/water-resources/plans-regulations-reports.aspx</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
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>19</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>25</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 of Olympia 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>15</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

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>8</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>86</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>205</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>49</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)
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 2005 Stormwater Management Manual for Western Washington.
		<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	S5.C.5.a	Please note what kinds of facilities are covered by this alternative maintenance standard. (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)
46b	S5.C.5.b	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.5.b) <b>260</b>
46c	S5.C.5.b	Number of facilities inspected during the reporting period. (S5.C.5.b) <b>179</b>
46d	S5.C.5.b	Number of facilities for which maintenance was performed during the reporting period. (S5.C.5.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>7509</b>
49c	S5.C.5.d	Number of catch basins inspected during the reporting period. <b>3790</b>
49d	S5.C.5.d	Number of catch basins cleaned during the reporting period. <b>3790</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	S5.C.5.h	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 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 Summary Requirement_55_02242016022047</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>
57B	S8.B.2	If choosing to conduct individual status and trends monitoring, attach an annual stormwater monitoring report in accordance with S8.B.2. (Required to submit reports beginning March 31, 2016)
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>
58b	S8.C.2	If choosing to conduct discharge monitoring, attach an annual stormwater monitoring report in accordance with S8.C.2 and Appendix 9. (Required to submit reports beginning March 31, 2016)
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>6</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>

**Attachments:**

### View Files Attached to Submission

	DocDescr	DocName	DocExt	DocID	SubID	AppName
<a href="#">View</a>	WAR045015_55_02242016022047 #55 TMDL Summary Requirement_55_02242016022047		.pdf	432613	1521517	wqwebportal
<a href="#">View</a>	WAR045015_7b_02232016022820 NPDES EO Fulfillment_7b_02232016022820		.pdf	432479	1521517	wqwebportal

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# City of Olympia

## 2016 Stormwater Management Program (SWMP) Plan

### Prepared February 2016

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## 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 155 miles of underground pipe, over 7,000 storm drains, and 50 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 and installed three pet waste stations.
- Provided two monetary incentives for the construction of four rain gardens.
- Implemented a Natural Lawn Care Program where 141 residents reduced their use of quick release nitrogen fertilizers. This program was utilized to meet our permit requirement for adoption and evaluation of targeted behaviors.
- Executed the signing of a five year Interlocal contract between Thurston County, City of Lacey, City of Tumwater, to continue funding efforts of Thurston Conservation Districts South Sound Green Program. This program provides stormwater educational and presentation opportunities to school children in grades four through twelve.

### Planned Activities

The following activities are planned for 2016 in order to continue Olympia's compliance with permit requirements. The city of Olympia has met the permit obligation of section S5.C.1 through implementation of the Natural Lawn Care Program. The following activities planned for 2016 are because of our commitment to excellence and achievement of clean water.

Table 1. Public Education and Outreach: 2016 Work Plan

Action Item	Target Audience	Goal and/or Behaviors Promoted
Construction Site Erosion Control	Construction Businesses	Correct installation of Erosion Control BMPs

## 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: 2016 Work Plan

Action Item	Staff Involved	Schedule Notes
Present the 2016 SWMP to the Utility Advisory Committee and provide opportunity for public comment.	SSW Utility	Scheduled for March 2016 Utility Advisory Committee meeting.
Post the 2016 SWMP on the City's website.	SSW Utility	To be completed by May 31, 2016.
Update the SWMP for 2017 planned activities.	SSW Utility, in coordination with other city staff	Begin December 2016

## ILLICIT 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) 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.

- The City condition rated a total of 60,370 lineal feet (over 7%) of stormwater pipe in 2015, with 443,100 linear feet (over 52%) of the stormwater pipe system rated by December 31, 2015.

### Planned Activities

In addition to continuing the IDDE programs required previously by the Permit, the following activities are planned for 2016.

Table 3. Illicit Discharge Detection and Elimination: 2016 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 50,000lineal 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 City’s revised draft is currently moving through the public review process.
- 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. The City’s code update and standards are currently moving through the public review and City Council process.

### Planned Activities

The following activities are planned for 2016 to continue compliance with permit requirements.

Table 4. Controlling Runoff from New Development, Redevelopment and Construction Sites: 2016 Work Plan

Action Item	Staff Involved	Schedule Notes
Continue to refine and implement Olympia’s program to Control Runoff from New	Community Planning &	Ongoing

Development, Redevelopment and Construction Sites.	Development, SSW Utility	
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. Of the 7,500 known catch basins, over 3,800 (50%) were inspected and cleaned in 2015.
- 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 2016 in order to continue compliance with permit requirements are listed below.

Table 5. Pollution Prevention and Operation and Maintenance for Municipal Operations: 2016 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.

### 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, Washington State Department of Enterprise Services (DES)). 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 2016 are listed below.

Table 6. Coordination: 2016 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.
- Continue to implement a coordinated plan with the City of Lacey to monitor and reduce fecal coliform bacteria discharges from the Fones/Taylor wetland treatment facilities.

### 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 collaborated to update a joint stormwater sampling plan known as Henderson TMDL – Coordinated Sampling Plan (November 6, 2013) to monitor fecal coliform bacteria in the area in and adjacent to 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 2016, the following additional Henderson TMDL related activities are planned.

Table 7. Total Maximum Daily Load: 2016 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.
Submit the revised Henderson Sampling Plan to Ecology for approval.	City of Lacey, SSW Utility	The revised Sampling plan was submitted to Ecology January 29, 2016.

## 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 2016.

Table 8. Monitoring and Assessment: 2016 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 2016.

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.
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DRAFT

# 5 - Public Education and Outreach  
2015 Summary

	TOTAL	Action / Stewardship	Education /Class /Worskhop	Education / Schools	Salmon Stewards
# of events	147	69	28	38	12
# of attendees	4854	1203	798	1508	1,345
# of volunteers	412	177	83	92	60
# of volunteer hours	1393	873	150	248	122

**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, Marine 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**

Natural Lawn Care Program	Developed and implemented a natural lawn care program as part of an NEP grant. 141 targeted residential property owners participated in this program in 2015.
Stream Team Newsletter	In collaboration with other Stream Team jurisdictions co-produce a quarterly newsletter that is eletronically delievered 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.
Pet Waste Program	Distributed five neighborhood pet waste stations. Distributed 180 small pet waste bag dispensors to Olympia residents.
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. 57 residential property owners participated in this program in 2015.
Rain Garden Incentives	Provide cost share incentives to Olympia residents to encourage the installation of rain gardens. Four rain gardens were installed with two incentives provided in 2015
Storm Drains	Four volunteers participated to install 54 storm drain markers around the City.
Holiday Tree Rental	Working with a local tree nursery, we solicit residents to "rent" their holiday tree and then donate them to the City. 120 trees were donated to the City in 2014/2015 and 67 of these were subsequently used for restoration projects.



February 1, 2016

Dear Mr. Graham:

**SUBJECT: NPDES Permit Requirements for Education and Outreach**

This letter is to inform you of actions taken by the City's Storm and Surface Water Utility to meet the NPDES requirements for education and outreach as underlined in Section 5.-C.1.c:

"Individually or as a member or a regional group, use the 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."

Rigorous evaluation of the 2014 South Sound Natural Lawn Care Program measured the understanding and adoption of targeted lawn care behaviors of homeowners in SE Olympia neighborhoods. Based on findings of the evaluation, the City's Storm and Surface Water Utility education and outreach staff modified the 2015 lawn care program to increase the adoption of selected behaviors to reduce nutrient loading to the Deschutes/ Budd Inlet Watershed. Modifications to the 2015 program included:

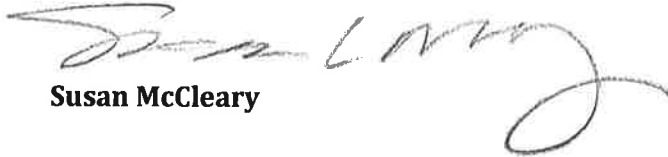
- Additional demonstration workshops offered in the summer of 2015.
- More rigorous selection of lawn care professionals hired to execute home site evaluations and demonstration workshops.
- Implemented quarterly email updates to participants in the program to serve as prompts to keep participants engaged with natural lawn care techniques.
- Combined initial participant survey with on-line application to streamline administration.

Future programming aimed at nutrient and pesticide reductions will expand the focus from only natural lawn care practices to include all natural yard care practices for residential homeowners. To maintain a reasonable ROI the program will eliminate at least one of the two home evaluations carried out by the lawn care professional in both 2014 and 2015, and instead combine lecture workshops with an outdoor demonstration workshop. Key program elements to include:

- Workshops led by yard care professionals who have proven expertise both in using natural yard care practices and in presenting these practices in workshops, lectures, and demonstrations.
- Workshops involve extensive use of photographs, visual aids, and hands-on demonstrations.
- Experts to provide personalized education.
- Outdoor workshops primarily consist of hands-on demonstrations, including tips and strategies for performing specific natural yard care practices.
- Demonstration sessions address the key practices covered in the lectures.

- Lecture and outdoor workshops offer participants the opportunity to ask questions and receive personalized assistance from lawn and yard care professionals.
- Home visit to evaluate yard conditions and practices carried out by homeowners and recommendations to improve conditions using natural yard care practices.
- Partner with WSU Master Gardener volunteers to support workshop staffing and to provide an ongoing resource for workshop participants and the community.
- Target specific audiences such as HOAs, new homeowners and home owners adjacent to designated critical areas, wetlands, streams, lakes and buffer zones.
- Through a series of surveys evaluate outcomes of the program and make recommendations for future refinement of the program.

Thank you,



**Susan McCleary**

## Question #20 IDDE Summary

Report Date	ID	Author	Comment/Investigation Notes
1/12/2015	011316-036	Jeremy Graham	Chinn Construction received verbal approval from LOTT to discharge to sewer temporarily. Discharge occurred 1/12/15 @ 1000. Mortar machine leaking high-pH discharge into CB-7085 (14 @ machine, 10 @ CB). T. Tonder issued correction notice, recommend pumping of CB ASAP. ERTS report sent to WDOE. Turbid water (472 NTU) also running into CB-6706. Stop Work Order issued to contractor.
1/15/2015	011515-024	Steve Wise	Information submitted on discharge of water from construction site, discharge identified by litmus tests ph11, concrete entering CB via ground water pump needed for
3/31/2015	011316-029	Kris Bryan	First reported by H. Gonzalez, probation crew supervisor, 3/31/15 @ 0920. Routed to city parks, Sam Baker. Parks staff dispatched for cleanup. Criminal report filed with OPD. No runoff into MS4. Clean-up complete @ 1257.
4/30/2015	021816-032	Jeremy Graham	Marcus G reports a vactor truck accidental spill (overfull and stopped to quick) reported to Ecology ERTS 656463 and Lott and cleaned up by maintenance
5/13/2015	021116-071	Jeremy Graham	Marcus Goodman got PW dispatch report of waste water discharge due to faulty grinder into MS4. Maintenance crew cleaned and pumped resolving spill. ERTs was reported.
5/13/2015	051315-030	Steve Wise	Recieved email with ERTS from O&M, STEP system overflow. Crews responded within hours, cleaned up sewer discharge, photos are attached. Sent spill repsonse and clean-up to DOE.
5/19/2015	021616-018	Jeremy Graham	I observed a discharge into catch basin that is connected to Moxlie creek. Upon investigation determined City Fleet/Buildings crews pressure washed sidewalks with bird poo into city street thinking the catchbasin was combined sewer. I spoke with Paul Hanna and he said he would make sure his crews were aware they cannot pressure wash in this way.
6/10/2015	020816-014	Jeremy Graham	Correction notice issued by TTonder. Public Works followed through to make sure road was swept and CB had inserts. Was called in by Ecology an ERTs was issued.
6/12/2015	061215-003	Steve Wise	Installation of sewer pressure line for Mill Pond Development. Saw cutting pavement and presurres washing without appropriate BMP's installed. See attached documents for sequence and communications.

6/12/2015	061215-001	Steve Wise	Overflow from blocked sewer manhole, city maintenance staff (sewer) responded contained and cleaned up the spill. See documents from LOTT
8/20/2015	020816-020	Jeremy Graham	Investigation occurred, sampled the discharging water, Fecal of 200,000 CFU/100ml. The city TV'd the line and discovered the issue was occurring on the private property. The property owner was notified and a permit (15-3572) was issued for the repair work. Inspection 10/29/15 for partial approval another inspection 11/19/2015 disapproved. Unknown whether or not sewage water ever entered the MS4.
8/27/2015	021816-030	Jeremy Graham	ERTS #659146 waste water vector accident, was reported and cleaned up. by O & M
12/16/2015	021116-073	Jeremy Graham	concrete workers poured at night and there was evidence of a slurry discharge down a CB . Tami Tonder wrote the contractor (Milestone) a correction notice and had them clean it up and add more BMPs
12/22/2015	021116-067	Jeremy Graham	Jeremy reports to Ecology (no ERTS #) sediment from unstable and exposed soils washing down 3 CBs on Hudson and Frye Witnessed by Tami T- took water leaking through silt fences. wrote up Correction notice to contractor to add more BMPs. Next week looked to have problem under control.
12/22/2015	020816-015	Jeremy Graham	T.Tonder discovered spill into catch basin, wrote corrections notice to Contractor onsite, directed that the CB's be cleaned.





# TMDL Requirements Summary

## Question #55

The City of Olympia and City of Lacey worked together to clarify and revise the Henderson TMDL Coordinated Sampling Plan and submitted the update to Ecology on January 29, 2016. The Department of Ecology approved plan is known as the Henderson Inlet TMDL – Coordinated Sampling Plan (November 6, 2013; Revised January 29, 2016). 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 2015 coordinated sampling with the City of Lacey occurred on November 2<sup>nd</sup> 2015. The following Fecal Coliforms analytical results were provided by Dragon Analytical Laboratory on November 13<sup>th</sup> 2015:

Outfall 2327 440 CFU/100 mL

Outfall 2329 160 CFU/100 mL

The second series of 2015 coordinated sampling with the City of Lacey occurred on November 13, 2015. The following Fecal Coliforms analytical results were provide by Dragon Analytical Laboratory on November 16, 2015:

Outfall 2327 1,220 CFU/100 mL

Outfall 2329 1,530 CFU/100 mL

Sampling did not exceed the threshold for wet weather criteria as identified in the Henderson TMDL Coordinated Sampling Plan, and Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual (Ecology, May 7, 2013). Implementation of sampling efforts will continue during reporting year 2016 pursuant to the Henderson Inlet TMDL – Coordinated Sampling Plan.