City of Black Diamond

2011 Annual Report to the
Department of Ecology

Prepared as a requirement of the Western Washington
Phase II Municipal Stormwater Permit
Permit Coverage Number: WAR04-5505

Due: March 31, 2012
Submitted March 30, 2012

Prepared by the City of Black Diamond
Public Works Department

INTRODUCTION

The City of Black Diamond has a permit from the Washington State Department of Ecology which authorizes discharge to waters of the state in accordance with the special and general conditions outlined in the permit.

The permit is the Western Washington Phase II Municipal Stormwater Permit. The permit was issued in January of 2007 and is currently set to expire in June of 2012, although the expiration date is set to be pushed back until the new Permit can be issued. All permittees, including the City of Black Diamond, are obligated to abide by the conditions within the permit.

As a requirement of the report, permittees must submit an annual report of the previous calendar year to the Department of Ecology by March 31 each year. The annual report outlines permit requirements and deadlines that each permittee must respond to. There are 94 items that the City must respond to.

Although it is required to respond to all items, not all items were applicable to the City.

The annual report does not provide too many details as to how certain items were accomplished by the City. With this document, the City is including the annual report and some of the corresponding attachments that were required to be submitted along with the annual report.

The City is committed to stormwater management and ensuring that stormwater runoff within the City of Black Diamond is clean. We are pleased with the progress that has been made and are grateful for the efforts of the citizens and businesses of Black Diamond. This ensures that waters within Black Diamond, as well as waters flowing into Puget Sound, will be cleaner and better for the environment. We welcome any feedback regarding stormwater and how we can all continue making Black Diamond a great city!

I. Permittee Information

Permittee Name City of Black Diamond	**Permittee Coverage Number** WAR04-5505
Contact Name Scott Hanis, Public Works Admin. Assistant	**Phone Number** (360) 886-5700
Mailing Address PO Box 599	
City Black Diamond	**State** WA / **Zip + 4** 98010-0599
Email Adddress shanis@ci.blackdiamond.wa.us	

II. Regulated Small MS4 Location

Jurisdiction Black Diamond	***Entity Type: Check the box that applies***		
	County	**City/Town**	**Other**
		X	
Major Receiving Water(s) Lake Sawyer			

III. Relying on another Governmental Entity

If you are relying on another governmental entity to satisfy one or more of the permit obligations, list the entity and briefly describe the permit obligation(s) they are implementing on your behalf below. ***Attach a copy of your agreement with the other entity to provide additional detail.***

Name of Entity:	**Permit Obligation(s):**

IV. Certification

All annual reports must be signed and certified by the responsible official(s) of permittee or co-permittees. Please print and sign this page of the reporting form and mail it (with an original signature) to Ecology at the address noted below. An electronic signature will not suffice.

I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that Qualified Personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for willful violations.

Name	Rebecca Olness	Title	Mayor	Date	3/30/12
Name	Rebecca Olness	Title	Mayor	Date	
Name	[illegible]	Title		Date	3/29/2012
Name	Andy Williamson	Title	Director of Engineering Services	Date	
Name	Seth Boettcher	Title	Public Works Dir.	Date	3-29-2012
Name	Seth Boettcher	Title	Public Works Director	Date	

VI. Status Report Covering Calendar Yr: 2011 **Jurisdiction Name:** City of Black Diamond

PLEASE indicate reporting year and your jurisdiction in Line 1, above.

PLEASE refer to the INSTRUCTIONS tab for assistance filling out this table.

NOTE: For clarification on how to answer questions, place cursor over cells with red flags.
NOTE: Please answer all questions.
PLEASE review your work for completeness and accuracy. Save this worksheet as you go!

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
1.	**Attached** annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y		2011's SWMP is attached. The 2012 draft is in the process of receiving public comments and City Council approval.	swmp_2011.pdf
2.	**Attached** 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, and implications for the SWMP as per S9.E.3?	NA		There were no annexations or boundary changes for the City in 2011.	
3.	Implemented an ongoing program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation and permit compliance and to set priorities? (S5.A.3)	Y		The annual report requirement provides the City with the best feedback and tracking to evaluate the effectiveness of the SWMP.	
4.	Began tracking costs or estimated costs of the development and implementation of the SWMP? (*Required* no later than January 1, 2009, S5.A.3.a)	Y		The city tracks the cost by the stormwater budget and estimates the percentage of effort directed to Permit implementation.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
5.	SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? (*Required to begin* by February 15, 2009, S5.C.1)	Y		The City frequently publishes educational articles in City newsletters, mails out flyers to residents and businesses, and visits business owners with educational materials. Materials are handed out at City events, provides information on the website, and shares materials with the Public Works Committee.	http://www.ci.blackdiamond.wa.us/Depts/PubWorks/stormwater.html & http://www.ci.blackdiamond.wa.us/Depts/Clerk/Newsletter/city_connection.html
6.	Distributed appropriate information to target audiences identified in the area served by the MS4? (*Required to begin* by February 15, 2009, S5.C.1.a)	Y		Target audience for 2011 were businesses, although material appied to citizens as well. The focus of 2011 was illicit discharges	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Newsletter/city_connection.html
7.	Tracked the types of public education and outreach activities implemented. (*Required to begin* by February 15, 2009, S5.C.1.c)	Y		Tracking spreadsheet is updated when outreach activities take place.	
7b.	Number of activities implemented:		6	Brochures & newsletter articles	
8.	Measured the understanding and adoption of the targeted behaviors among at least one targeted audience in at least one subject area. (*Required to begin* by February 15, 2009, S5.C.1.b)	Y		The City launched an online survey to measure implementation of education efforts. The questions focused on understanding of the storm system and targeted behaviors related to car washing.	
9.	Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP? (*Required* by February 15, 2008, S5.C.2.a)	Y		The City held a public hearing on the Storm Water Management Plan on April 21, 2011. The SWMP and the annual report are posted on the City website.	
10.	Developed and implemented a process for public involvement and consideration of public comments on the SWMP? (*Required* by February 15, 2008, S5.C.2.a)	Y		The Draft SWMP and the 2011 annual report are posted on the website. The City will advertise the consideration of the SWMP at the PW Committee level and hold a public hearing prior to adoption each year.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
11.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y		The most current version of the SWMP is available to the public by request and is posted on the City website.	http://www.ci.blackdiamond.wa.us/Depts/PubWorks/stormwater.html
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y		It is posted on the City website.	
12b.	NOTE website address in *Attachment* field:				http://www.ci.blackdiamond.wa.us/Depts/PubWorks/stormwater.html
13.	Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee's MS4? (*Required* August 19, 2011, S5.C.3)	Y		The City's IDDE Program was launched on August 18, 2011. City Code also calls for enforcement measures in response to IDDE.	IDDE_Program.pdf
14.	Developed and currently maintain a map of your MS4? (*Required* by February 16, 2011, S5.C.3.a)	Y		The City has completed a comprehensive map of the entire stormwater system in Black Diamond.	
14b.	Initiated a program to develop and maintain a map of all connections to the MS4 authorized or allowed by the Permittee after the Permit effective date? (S5.C.3.a.ii)	Y		The mapping of new connections will be accomplished through the permitting process.	
15.	Map shows the location of all known municipal separate storm sewer outfalls, receiving waters and structural stormwater BMPs owned, operated, or maintained by the Permittee? (*Required* by February 16, 2011, S5.C.3.a.i)	Y		The City has a comprehensive stormwater base map which includes outfalls, structure, ponds, culverts, catch basins and receiving waters. The City has purchased a GPS unit to assist with map updates.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
16.	Map shows all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems and includes tributary conveyances, associated drainage areas and land use? (*Required* by February 16, 2011, S5.C.3.a.i)	Y		All of the storm sewer outfalls have been mapped, including those discharges less than 24 inches in diameter.	
17.	Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? (*Required* by February 16, 2011, S5.C.3.a.iii)	Y		A map of these geographic areas has been created and is available.	
18.	Map has been made available upon request? (S5.C.3.a.iv)	Y		Maps are available for viewing upon request.	
19.	Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4? (*Required* by August 15, 2009, S5.C.3.b)	Y		The City adopted an Illicit Discharge Detection and Elimination program by ordinance 09-917 on August 6, 2009.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2010/10-957.pdf
20.	Developed and implemented an ongoing program to detect and address non-stormwater illicit discharges, including spills, and illicit connections into the Permittee's MS4? (*Required* by August 19, 2011, S5.C.3.c)	Y		The IDDE program has been implemented.	IDDE_Program.pdf

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
21.	Developed procedures for locating priority areas likely to have illicit discharges, including at a minimum: evaluating land uses and associated business/industrial activities present; areas where complaints have been registered in the past; and areas with storage of large quantities of materials that could result in illicit discharges, including spills? (*Required* by August 19, 2011, S5.C.3.c.i)	Y		Several areas have been targeted. Residents and businesses in the areas have received educational material. City staff has had great success in these priority areas at minimizing illicit discharges.	
22.	Implemented field assessment activities, including visual inspection of priority outfalls identified during dry weather, and for the purposes of verifying outfall locations, identifying previously unknown outfalls, and detecting illicit discharges. (*Required* by August 19, 2011, S5.C.3.c.ii)	Y		Our Public Works Director initiated field inspections on September 21, 2010. He inspected priority outfalls and took pictures. This will be an on-going activity for these outfalls and any other high priority outfalls we discover.	
23.	Prioritized receiving waters for visual inspection? (*Required* by February 16, 2010, S5.C.3.c.ii)	Y		Receiving waters have been prioritized (Ginder Creek, Lawson Creek, and Rock Creek).	
24.	Conducted field assessments for three high priority water bodies? (*Required* by February 16, 2011, S5.C.3.c.ii)	Y		Our Public Works Director initiated field inspections on September 21, 2010. Monitoring took place on Ginder Creek, Lawson Creek, and Rock Creek to monitor high priority discharges into these creeks.	
25.	Conducted field assessments on at least one high priority water body? (*Required* annually **after** February 16, 2011, S5.C.3.c.ii)	N		City staff was unable to gain permission from private property owners to access Rock Creek. We expect to receive this permission in 2012 and will inspect both Lawson Creek and Rock Creek. DOE was notified by the City.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
26.	Developed and implemented procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee? (*Required* by August 19, 2011, S5.C.3.c.iii)	Y		The City implemented procedures in Section 4 of the City's IDDE Program.	IDDE_Program.pdf
27.	Developed and implemented procedures for tracing the source of an illicit discharge; including visual inspections, and when necessary, opening manholes, using mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures? (*Required* by August 19, 2011, S5.C.3.c.iv)	Y		The City implemented procedures in Section 4 of the City's IDDE Program.	IDDE_Program.pdf
28.	Developed and implemented procedures for removing the source of the discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated? (*Required* by August 19, 2011, S5.C.3.c.v.)	Y		The City implemented procedures in Section 4 of the City's IDDE Program.	IDDE_Program.pdf
29.	Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? (*Required* by August 19, 2011, S5.C.3.d)	Y		Articles were published in several editions of the City newsletter. Brochures were created and distributed to businesses and the general public regarding illegal discharges and improper disposal of hazardous waste.	
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? (*Required* by August 19, 2011, S5.C.3.d.i)	Y		The City targeted businesses and homeowners associations with private storm systems. Staff met with target audiences and distributed appropriate information.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? (*Required* by February 15, 2009, S5.C.3.d.ii)	Y		The City has a recorder to pick up messages after hours and has the City phone number posted on the website.	
31b.	Number of hotline calls received:		2		
31c.	Number of follow-up actions taken in response to calls:		2		
32	Maintained a hotline or other reporting number for public reporting of illicit discharges, including spills? (*Required* by February 15, 2009, S5.C.3.d.ii)	Y		The City established a reporting form and phone number for reporting spills and illicit discharges to the stormwater system in 2009.	
32b.	NOTE hotline number in *Comments* field			(360) 886-2560	
33	Tracked the number of illicit discharges, including spills, identified? (*Required* by August 19, 2011, S5.C.3.e)	Y		A tracking spreadsheet has been maintained by City staff.	
33b.	Number of illicit discharges identified:		5		
34	Tracked the number of inspections made for illicit connections? (*Required* by August 19, 2011, S5.C.3.e)	Y		Tracking includes dates, contact info, and follow up items.	
34b.	Number of inspections:		6	6 inspections found 5 illicit discharges	
35	Received feedback from IDDE public education efforts? (*Required* by August 19, 2011, S5.C.3.e)	Y		City staff created an online survey to help gauge feedback from IDDE public education efforts.	
36	**Attached** report on IDDE public education efforts? (*Required* by August 19, 2011, S5.C.3.d, S5.C.3.e)	Y			Education_Report.pdf
37	Municipal field staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, improper disposal and illicit connections are trained to conduct these activities? (*Required* by August 15, 2009, S5.C.3.f.i)	Y		Training was received in July 2009 for one police officer, the public works director, and two public works maintenance staff for illicit discharge awareness and IDDE Response and Enforcement.	
37b.	Number of trainings provided:		1		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
37c.	Number of staff trained:		4		
38	Provided follow-up training as needed to address changes in procedures, techniques or requirements? (*Required* by August 15, 2009, S5.C.3.f.i)	Y		Training in June, 2011 for handling of street sweepings.	
38b.	Number of trainings provided:		1		
38c.	Number of staff trained:		6		
39	Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? (*Required* by February 16, 2010, S5.C.3.f.ii.)	Y		Each summer, public works staff will review previous training and course materials for illicit discharge awareness, response and enforcement. Additionally, responsible staff will review the past year's illicit discharge calls to establish/amend procedures in reporting and/or responding to illicit discharges and connections.	
39b.	Number of trainings provided:		1		
39c.	Number of staff trained:		6		
40	Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? (*Required* by February 16, 2010, S5.C.4)	Y		The City has adopted the 2005 SWMMWW with Appendix 1 revisions. Plan review, permitting and inspection processes are in place already. The public works director, operations manager and one maintenance crew member have had erosion and sediment control training. The public works department also had a staff member with CESCL certification	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
41	Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? *(Required* by February 16, 2010, S5.C.4)	Y		One site obtained a clearing and grading permit to clean up blackberry bushes. Erosion control plan was reviewed and site inspections did occur. New development/redevelopment were not a part of this permit.	
42	Applied stormwater runoff program to private and public development, including roads? *(Required* by February 16, 2010, S5.C.4)	Y		Contractors for projects were required to submit SWPPP's.	
43	Applied the Technical Thresholds in Appendix 1 to all sites 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? *(Required* by February 16, 2010, S5.C.4)	Y		The code is in place, although there was not any activity.	
44	Adopted and implemented regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? (*Required* by February 16, 2010, S5.C.4.a)	Y		Adopted the 2005 SWMMWW with Appendix 1 by Ordinance 09-914.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? (S5.A.4)	Y		The City requires that all clearing and grading permits prepare erosion control plans. Smaller sites are still required to set up TESC during construction to minimize erosion.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
46	The ordinance or other enforceable mechanism includes the minimum requirements, technical thresholds, and definitions in Appendix 1 (or an equivalent approved by Ecology under the NPDES Phase I Municipal Stormwater Permit) for new development, redevelopment, and construction sites? (*Required* by February 16, 2010, S5.C.4.a.i)	Y		Appendix 1 was adopted as part of the DOE 2005 SWMMWW by ordinance 09-914.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? (*Required* by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	Y		Appendix 1 was adopted, therefore criteria from Appendix 1 will be the standard.	
48	Were exceptions or variances to the minimum requirements in Appendix 1 granted? (*Required* by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	N		The exceptions from Appendix 1 are available to be granted, although we were not put in a position to grant any exceptions in 2011.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf
48b.	If so, how many were granted?		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
49	The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? *(Required* by February 16, 2010, S5.C.4.a.ii)	Y		As per requirements in the DOE 2005 SWMMWW. Adopted by Ordinance 09-914.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf
49b.	Cite documentation to meet this requirement in *Attachment* field:			Ordinance 09-914.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf
50	The ordinance or other enforceable mechanism provides the legal authority, through the approval process for new development, to inspect private stormwater facilities that discharge to the Permittee's MS4? (*Required* by February 16, 2010, S5.C.4.a.iii)	Y		Code was in place prior to February 2010. In order to strengthen the code, the City created and passed Ordinance 10-945 on July 15, 2010 to amend the Municipal Code. See BDMC 14.04.200, 14.04.365, 14.04.370.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2010/10-945.pdf; http://www.ci.blackdiamond.wa.us/citycode/level2/TIT14STRE_CH14.04STMADRDE.html

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
51	The ordinance or other enforceable mechanism allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces and minimize the disturbance of native soils and vegetation? (*Required* by February 16, 2010, S5.C.4.a.iv)	Y		In place through our Master Planned Development Ordinance (BDMC 18.98) and the City's Engineering Design and Construction Standards (Ordinance 09-915).	http://www.ci.blackdiamond.wa.us/citycode/level2/TIT18ZO_CH18.98MAPLDE.html; http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-915.pdf
52	If the ordinance or regulatory mechanism allows construction sites to apply the **Erosivity Waiver** in Appendix 1, Minimum Requirement #2, does it include appropriate, escalating enforcement sanctions for construction sites that provide notice to the Permittee of their intention to apply the waiver but do not meet the requirements (including timeframe restrictions, limits on activities that result in non-stormwater discharges, and implementation of appropriate BMPs to prevent violations of water quality standards) to qualify for the waiver? (If waiver is allowed, the qualification is *required* by February 16, 2010, S5.C.4.a.v)	NA		Erosivity Waiver not allowed.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
53	Developed and implemented a permitting process to address runoff from new development, redevelopment and construction site activities with plan review, inspection, and enforcement capability? *(Required* by February 16, 2010, S5.C.4.b)	Y		All of these items are part of the permitting process.	
54	Applied permitting process to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (*Required* by February 16, 2010, S5.C.4.b)	Y		This requirement is within our permitting process.	
55	Reviewed **Stormwater Site Plans** for new development and redevelopment projects? (*Required* by February 16, 2010, S5.C.4.b.i)	Y		No new development or redevelopment in 2011. Will review all stormwater site plans for future development/redevelopment.	
55b.	Number of site plans reviewed during the reporting period:		0		
56	Inspected, prior to clearing and construction, all known 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 Potential**? (*Required* by February 16, 2010, S5.C.4.b.ii)	Y		No new development or redevelopment in 2011. Will inspect all future development.	
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		0	No activity.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
57	Inspected construction-phase stormwater controls at all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? (*Required* by February 16, 2010, S5.C.4.b.iii)	Y		No construction activity in development sites.	
57b.	Number of sites inspected during the construction phase for the reporting period:		0	No activity.	
58	Enforced as necessary based on the inspection at new development and redevelopment projects? (*Required* by February 16, 2010, S5.C.4.b.iii)	Y		No construction activity in development sites.	
58b.	Number of enforcement actions taken during the reporting period:		0	No activity.	
59	Inspected qualifying permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? (*Required* by February 16, 2010, S5.C.4.b.iv and v)	Y		No construction activity in development sites. We will inspect upon completion of any qualifying permitted development sites.	
59b.	Number of qualifying sites known during the reporting period:		0	No activity.	
59c.	Number of qualifying sites inspected during the reporting period:		0	No activity.	
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? (*Required* by February 16, 2010, S5.C.4.b.iv)	Y		There were no projects that met this requirement.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
61	Enforced regulations as necessary based on the inspection? (*Required* by February 16, 2010, S5.C.4.b.iv)	Y		There were no projects in 2011 that had this requirement.	
61b.	Number of enforcement actions taken during the reporting period:		0		
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? (*Required* by February 16, 2010, S5.C.4.b.vi)	Y		The City has code enforcement provisions with the authority to levee fines and stop work (BDMC 14.04.400).	http://www.ci.blackdiamond.wa.us/citycode/level2/TIT14STRE_CH14.04STMADRDE.html#TIT14STRE_CH14.04STMADRDE_14.04.400ENSA
63	Did the Permittee choose to allow construction sites to apply the **Erosivity Waiver** in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	NA		Erosivity Waiver not allowed; no construction activity.	
63b.	If yes, how many waivers were allowed ?		0		
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? (*Required* by February 16, 2010, S5.C.4.c)	Y		The City requires Operation and Maintenance manuals for all new private systems. The City Code requires easement and right of entry for inspection and monitoring of private stormwater systems. See BDMC 14.04.370.	http://www.ci.blackdiamond.wa.us/citycode/level2/TIT14STRE_CH14.04STMADRDE.html#TIT14STRE_CH14.04STMADRDE_14.04.370IMCODRPR
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (*Required* by February 16, 2010, S5.C.4.c.i)	Y		BDMC 14.04.370 is already established. It holds the property owner, property owner's association, or the project proponent responsible for maintenance and the City has the authority to order the maintenance work and bill the property owner and establish liens, if necessary.	http://www.ci.blackdiamond.wa.us/citycode/level2/TIT14STRE_CH14.04STMADRDE.html#TIT14STRE_CH14.04STMADRDE_14.04.370IMCODRPR
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (*Required* by February 16, 2010, S5.C.4.c)	Y		No new development or redevelopment activities within the City in 2011.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
66b.	Number of sites inspected during the reporting period:		0		
66c.	Number of structural BMPs inspected during the reporting period:		0		
66d.	Number of enforcement actions taken during the reporting period:		0		
67	Established maintenance standards that are 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**? (*Required* by February 16, 2010, S5.C.4.c.ii)	Y		Adopted the 2005 SWMMWW with Appendix 1 by Ordinance 09-914.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf
68	Performed timely maintenance as per S5.C.4.c.ii? *(Required* by February 16, 2010, S5.C.4.c.ii)	Y			
68b.	**Attached** documentation of any maintenance delays. *(Required* by February 16, 2010, S5.C.4.c.ii)	NA		There were no maintenance delays.	
69	Established program to annually inspect all stormwater treatment and flow control facilities (other than catch basins) permitted by the Permittee according to S5.C.4.b. unless there are maintenance records to justify a different frequency? (*Required* by February 16, 2010, S5.C.4.c.iii)	Y			
70	If using reduced inspection frequency, **Attached** documentation as per S5.C.4.c.iii? *(Required* by February 16, 2010, S5.C.4.c.iii)	NA		There are no plans to use a reduced inspection frequency.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
71	Inspected all new stormwater treatment and flow control facilities owned or operated, including catch basins, for new residential developments that are a part of a larger common plan of development or sale, every 6 months during the period of heaviest house construction (i.e., 1 to 2 years following subdivision approval) to identify maintenance needs and enforce compliance with maintenance standards as needed? (*Required* by February 16, 2010, S5.C.4.c.iv)	Y		There was no new residential construction activity in 2011.	
71b.	Number of facilities inspected during the reporting period:		0	No activity.	
72	Implemented a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, other enforcement records, maintenance inspections and maintenance activities? (*Required* by February 16, 2010, S5.C.4.d)	Y		Records are kept in the field and transferred to office staff for tracking.	
73	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.e)	Y		No new development or redevelopment in 2011. Copies of these forms are available to representatives.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
74	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 were trained to conduct these activities? (*Required* by February 16, 2010, S5.C.4.f)	Y		The City had a Certified Erosion and Sediment Control Lead (#CW09-121) on staff. Various staff have been trained in different capacities.	
74b.	Number of trainings provided:		0	No training in 2011.	
74c.	Number of staff trained:		0		
75	Developed and implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (*Required* by February 16, 2010, S5.C.5)	Y		Stormwater Pollution Prevention Plan gives guidance regarding preventing and reducing pollutant runoff from municipal operations. Training and education for City staff are BMP's exercised by the City.	
76	Adopted 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*? (*Required* by February 16, 2010, S5.C.5.a)	Y		Adopted the standards set in Chapter 4 of Volume V of the 2005 SWMMWW.	http://www.ci.blackdiamond.wa.us/Depts/Clerk/Ordinances/2009/09-914.pdf
77	Performed timely maintenance as per S5.C.5.a.ii? (*Required* by February 16, 2010, S5.C.5.a.ii)	Y			
77b.	**Attached** documentation of any maintenance delays. (*Required* by February 16, 2010, S5.C.5.a.ii)	NA		No maintenance delays.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
78	Established a program to annually inspect and maintained all stormwater treatment and flow control facilities (other than catch basins)? (*Required* by February 16, 2010, S5.C.5.c.iii)	Y		City-owned storm facilities were inspected in 2011.	
78b.	Number of known facilities:		9		
78c.	Number of facilities inspected during the reporting period:		9		
79	If using reduced inspection frequency, **Attached** documentation as per S5.C.5.a.ii? (*Required* by February 16, 2010, S5.C.5.b)	NA		We are not using a reduced inspection frequency.	
80	Conducted spot checks of stormwater facilities after major storms? (*Required* by February 16, 2010, S5.C.5.c)	Y		We checked major outfalls and major culverts after storm events.	
80b.	Number of known facilities:		16	The main culverts and storm ponds	
80c.	Number of facilities inspected during the reporting period:		16		
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? (*Required to begin* by February 16, 2010, S5.C.5.d)	Y		All catch basins were checked in August 2010, with necessary maintenance undertaken (including cleaning out all catch basins with a vactor truck).	
81b.	Number of known catch basins:		526		
81c.	Number of inspections:		526		
81d.	Number of catch basins cleaned:		526		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
82	Established and implemented practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the Permittee, and road maintenance activities conducted by the Permittee? *(Required* by February 16, 2010, S5.C.5.f)	Y		City is implementing a street sweeping schedule on our small works roster in order to keep roads free of debris.	
83	Established and implemented policies and procedures to reduce pollutants in discharges from all lands owned or maintained by the Permittee and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities? *(Required* by February 16, 2010, S5.C.5.g)	Y			
84	Implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (Required by February 16, 2010, S5.C.5.h.)	Y			
84b.	Number of trainings provided:		2		
84c.	Number of staff trained:		7		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
85	Implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit? *(Required* by February 16, 2010, S5.C.5.i)	Y		A hard copy of our SWPPP is available for review upon request.	
86	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	Y		The TMDL Water Quality Implementation Plan for Lake Sawyer was published in June 2009; publication 09-10-053.	
87	Complied with the specific requirements identified in Appendix 2? (S7.A)	NA		Lake Sawyer TMDL not specified in Appendix 2.	
88	**Attached** status report of TMDL implementation? (S7.A)	NA		Lake Sawyer TMDL not specified in Appendix 2.	
89	Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	NA		Lake Sawyer TMDL not specified in Appendix 2.	
90	Took appropriate action to correct or minimize discharges into or from the MS4 which may constitute a threat to human health, welfare, or the environment? (G3)	Y		We are not aware of any of these types of discharges.	
90b.	**Attached** a summary of the status of implementation of any actions taken pursuant to S4.F and the status of any montioring, assessment, or evaluation efforts conducted during the reporting period? (S4.F.3.d)	NA		No actions required in 2011.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
91	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance? (G20)	Y		We were unable to inspect a high priority water body Rock Creek) but plan on inspecting two in 2012 (see question #25). Notification was sent to Ecology.	
92	Notified Ecology immediately in cases where the Permittee becomes aware of a discharge from the Permittees MS4 which may cause or contribute to an imminent threat to human health or the environment? (G3)	NA		We are unaware of any of these types of discharges, although Ecology was contacted for a couple of non-threatening discharges.	
93	**Attached** a summary of identified barriers to the use of low impact development (LID) and measures to address the barriers (Required to be submitted by March 31, 2011, S9.E.4.a)	Y		Attached with last year's annual report. Not required to attach again to this year's report.	
94	**Attached** a report describing LID practices currently available and that can be reasonably implemented, potential or planned non-structural actions and LID techniques to prevent stormwater impacts, goals and metrics to identify, promote, measure LID; and schedules to require and implement non-structureal and LID techniques on a broader scale (Required to be submitted by March 31, 2011, S9.E.4.b)	Y		Attached with last year's annual report. Not required to attach again to this year's report.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part A for all annual reports.
NOTE: Please note in Row 1 of the table if you have no information to report.
NOTE: Please limit your entries to 255 characters per cell. You may include additional information in your Supplemental Documentation attachment and reference it below with the page number.

A. Information Collection

Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)	Who/how to contact for additional information?
1. Inspection and maintenance of catch basins	Dan Dal Santo - 360-886-5700
2. Inspection of City-owned storm facilities (ponds, rain garden, etc.)	Dan Dal Santo & Scott Hanis - 360-886-5700
3.	
4.	
5.	
6.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

B. SWMP Evaluation (S8.B & S9)

You are required to assess the appropriateness of the BMPs you have selected to implement your SWMP. This evaluation is necessary to evaluate whether the MEP standard set by the permit is protective of water quality in your receiving water bodies. This assessment may be entirely qualitative. Answer **NA** if you are not yet implementing BMPs for a component of the SWMP. (S8.B.2 and S9)

Question	Y/N/NA	Comments (50 word limit)
1. Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP?	Y	The selected BMP's were chosen as they are simple practices that almost anyone can implement. Public hearings help gather input from the public on public opinions regarding BMP's.
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	Y	The advertisements for public hearings have proven to be very effective for outreach for land use actions, and have been an effective means of outreach for the SWMP as well.
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Y	BMP's for City operations will help minimize pollutants. Education efforts for the Public will also encourage minor changes to practices, which will help with IDDE.
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	We expect that our codes will be effective, but we will not have case studies until development and construction starts up again within the City.
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	Y	The City expects that it's proactive approach for post-construction runoff management will work well.
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	Y	Current BMP's have been very effective. We're currently developing a better wash facility for City equipment that we will be able to share with Police and Fire in the area.

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part C for all annual reports.

C. Changes in BMPs or objectives (S8.B)

If any of the BMPs or objectives is being changed, list the old BMP and objective, the new BMP and objective, and a justification for the change below. (S8.B.2., and S9)

NOTE: You may choose to attach additional documentation justifying Changes in BMPs or objectives. Note such attachments in the *Justification for change* field.

	Old BMP	Old Objective	New BMP	New Objective	Justification for Change
1	No changes in 2011				
2					
3					
4					
5					
6					
7					