

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 #, <u>if applicable</u>
1.	Attached annual written update of Permittee’s Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			
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?	N/A			
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			
4.	Tracked costs or estimated costs of the development and implementation of the SWMP? (S5.A.3.a)	Y			

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? (S5.C.1)	Y			
6.	Number of public education and outreach activities implemented:		6		2012 Summary of Activities WSSOG
7.	Provided opportunities 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)	Y			
8.	Implemented a process for public involvement and consideration of public comments on the SWMP? (S5.C.2.a)	Y			
9.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y			
10.	Posted the SWMP and latest annual report on Permittee's website. (S5.C.2.b)	Y			
11.	NOTE website address in <i>Attachment</i> field:	Y			www.bainbridgewa.gov
12.	Maintained a map of your MS4, including requirements listed in S5.C.3.a.i-iii?	Y			
13.	Map has been made available upon request? (S5.C.3.a.iv)	Y			
14.	Implemented an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4? (S5.C.3.b)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
15.	Implemented an ongoing program to detect and address non-stormwater illicit discharges, including spills, and illicit connections into the Permittee's MS4? (S5.C.3.c)	Y			
16.	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. (S5.C.3.c.ii)	Y			
17.	Conducted field assessments on at least one high priority water body? (S5.C.3.c.ii)	Y			
18.	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? (S5.C.3.c.iii)	Y			
19.	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? (S5.C.3.c.iv)	Y			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
20. 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? (S5.C.3.c.v.)	Y			
21. Provided updated information to public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? (S5.C.3.d)	Y			
22. Distributed appropriate information to target audiences identified pursuant to S5.C.1? (S5.C.3.d.i)	Y			
23. Publicized and maintained a hotline or other local telephone number for public reporting of spills and other illicit discharges? (S5.C.3.d.ii)	Y			
24. Number of hotline calls received:		46		
25. Number of follow-up actions taken in response to calls:		46		
26. NOTE hotline number in <i>Comments</i> field	y		1-360-337-5777	
27. Number of illicit discharges identified (S5.C.3.e):		38		
28. Number of inspections made for illicit connections (S5.C.3.e):		50		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
29.	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? (S5.C.3.f.i)	Y			
30.	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? (S5.C.3.f.ii.)	Y			
31.	Applied stormwater runoff program to private and public development, including roads? (S5.C.4)	Y		Evaluation of stormwater runoff, in accordance with the municipal code, is applied to all development permits.	
32.	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? (S5.C.4)	Y			
33.	Implemented a regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? (S5.C.4.a)	Y		The city's stormwater regulations are adopted in the Municipal Code Chapter 15.20.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
34.	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's stormwater regulations, as adopted in the Municipal Code Chapter 15.20, utilize 800 SF as the threshold for addressing stormwater runoff.	
35.	Number of exceptions to the minimum requirements in Appendix 1 granted (S5.C.4.a.i and Appendix 1)?		0	Exceptions and variance criteria in Appendix 1 not adopted by code.	
36.	Number of variances to the minimum requirements in Appendix 1 allowed (S5.C.4.a.i and Appendix 1)?		0	Exceptions and variance criteria in Appendix 1 not adopted by code.	
37.	Implemented a permitting process to address runoff from new development, redevelopment and construction site activities with plan review, inspection, and enforcement capability? (S5.C.4.b)	Y		Evaluation of stormwater runoff, in accordance with the municipal code, is applied to all development permits.	
38.	Reviewed Stormwater Site Plans for new development and redevelopment projects that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of development or sale? (S5.C.4.b.i)	Y			
39.	Number of site plans reviewed during the reporting period:		155		
40.	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? (S5.C.4.b.ii and v)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
41.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		81		
42.	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? (S5.C.4.b.iii and v)	Y			
43.	Number of sites inspected during the construction phase for the reporting period:		81		
44.	Based on inspections at new development and redevelopment construction projects, enforced requirements related to the proper installation and maintenance of erosion and sediment controls? (S5.C.4.b.iii and vi)	Y			
45.	Number of enforcement actions taken during the reporting period:		13		
46.	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? (S5.C.4.b.iv and v)	Y			
47.	Number of qualifying sites known during the reporting period:		81		
48.	Number of qualifying sites inspected during the reporting period:		81		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
49.	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying permitted development sites (S5.C.4.b.iv)	Y			
50.	Enforced regulations to ensure proper installation of permanent stormwater controls? (S5.C.4.b.iv)	Y			
51.	Number of enforcement actions taken during the reporting period:		0		
52.	Implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities permitted and constructed pursuant to S5.C.4.a. and b.? (S5.C.4.c)	Y			
53.	Annually inspected all post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects permitted according to S5.C.4.b. (unless maintenance records justify a different frequency)? (S5.C.4.c.iii)	Y			
54.	If using reduced inspection frequency, Attached documentation as per S5.C.4.c.iii?	N/A			
55.	Performed timely maintenance of post-construction stormwater facilities and BMPs as per S5.C.4.c.ii?	Y			
56.	Attached documentation of any maintenance delays. (S5.C.4.c.ii)	N/A			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
57. 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? (S5.C.4.c.iv)	Y			
58. Number of facilities inspected during the reporting period:		2		
59. 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? (S5.C.4.d)	Y			
60. 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			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
61.	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? (S5.C.4.f)	Y			
62.	Performed timely maintenance as per S5.C.5.a.ii?	Y		Five stormwater facilities exceeded maintenance standards. All five ponds are on this year's workplan and scheduled maintenance will be accomplished in 2013. See question 84.	July 17, 2012 memo, updated February 5, 2013. July 26, 2012 letter to Ecology. See Question 84.
63.	Attached documentation of any maintenance delays. (S5.C.5.a.ii)	Y		Access denied to Tani #1, Tani #2, and Timberlane ponds due to legal disputes. Only minor inspections are performed at Timberlane.	Documentation provided in Annual Report 2010 is still applicable.
64.	Implemented a program designed to annually inspect and maintained all stormwater treatment and flow control facilities (other than catch basins)? (S5.C.5.b)	Y			
65.	Number of known facilities:		79	One duplicate record for the Lightmoore Court tank has been removed lowering total facility count from 80 to 79. Facility inventory will be updated in 2013.	SSWM Stormwater Treatment and Flow Control Inspection Record.
66.	Number of facilities inspected during the reporting period:		77	Due to legal dispute, access is completely denied to Tani #1 and Tani #2 ponds. Legal dispute limits Timberlane pond to a minor inspection only.	
67.	If using reduced inspection frequency, Attached documentation as per S5.C.5.a.ii? (S5.C.5.b)	N/A			
68.	Conducted spot checks of stormwater facilities after major storms? (S5.C.5.c)	Y			
69.	Number of known facilities:		79		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
70.	Number of facilities inspected during the reporting period:		39	Storm event inspections are generally conducted when rainfall exceeds 1 inch in a 24 hour period. In 2012 eight documented storm event inspections took place that included 39 of 79 known facilities.	Heavy Rainfall Event Checklist form used during inspections.
71.	Inspected 20% of municipally owned or operated catch basins at least once before the end of the Permit term? (S5.C.5.d and Permit Reference Table)	Y			
72.	Number of known catch basins:		1214	1214 known catch basins were inspected in 2007.	2007 Catch Basin Inspection Summary.
73.	Number of inspections:		153	153 of 1214 known catch basins were inspected in 2012.	2012 Catch Basin Inspection Summary.
74.	Number of catch basins cleaned:		138	It is estimated that 138 or 90% of the 153 catch basins inspected in 2012 were cleaned. The actual number of catch basins cleaned versus inspected will be tracked in 2013.	
75.	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? (S5.C.5.f)	Y			
76.	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? (S5.C.5.g)	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
77.	Implemented an operations and maintenance (O&M) training program that has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (S5.C.5.h.)	Y			2012 SSWM Operations and Maintenance Training Summary.
78.	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? (S5.C.5.i)	Y			
79.	Complied with the specific requirements associated with approved TMDLs identified in Appendix 2? (S7.A and Permit Reference Table)	N/A			
80.	Attached status report of TMDL implementation? (S7.A and Permit Reference Table)	N/A			FC results NS26
81.	Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A and Permit Reference Table)	N/A			
82.	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)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
83.	Took appropriate action to correct or minimize discharges into or from the MS4 which could constitute a threat to human health, welfare, or the environment? (G3)	Y			
84.	Attached a summary of the status of implementation of any actions taken pursuant to S4.F and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period? (S4.F.3.d)	Y		Five stormwater facilities exceeded maintenance standards. All five ponds are on this year's workplan and scheduled maintenance will be accomplished in 2013. See question 62.	July 17, 2012 memo, updated February 5, 2013. July 26, 2012 letter to Ecology.
85.	Notified Ecology of the failure to comply with any permit term or condition within 30 days of becoming aware of the non-compliance? (G20)	Y			