

## Instructions on Filling out the Western WA Phase II Municipal Stormwater Permit Annual Report Form

1. Complete all TABS in the worksheet: (1) Permittee Information; (2) Certification; (3) ANNUAL REPORT (Section VI); (4) Info Collection (Section VII-A); (5) Info Collection (Section VII-B); (6) Info Collection (Section VII-C); and (7) Info Collection (Section VII-D).
2. The Certification form/TAB must be signed and certified by the responsible official(s). All TABs (except the INSTRUCTIONS) must be printed out and mailed to Ecology.
3. Answer every question. Use the *Comments* and *Attachment* fields only when necessary to provide additional information.
4. For questions asking for a number, type in a 0 (zero) in the # field of the ANNUAL REPORT tab if no activity has occurred. Do not leave the field blank.
5. Do not add text to shaded fields.
6. Use the following tables to guide filling out the Y/N/NA field. See below.
7. Save your completed Annual Report and email the Excel worksheet PLUS attachments to: *PH2\_WAnnRpt@ecy.wa.gov*. **Ecology cannot accept incomplete or partially completed Annual Report forms.**

<b>If you met the permit requirement by the deadline in the permit...</b>	<p style="text-align: center;">Mark <b>Y</b> in the Y/N/NA field.</p>
<b>If you did not meet the permit requirement by the deadline in the permit.....</b>	<p style="text-align: center;">Mark <b>N</b> in the Y/N/NA field.</p> <p>Provide following information in <i>Comments</i> field: “reasons why, corrective steps taken and proposed, and expected dates that the deadline will be met.” [See S9.E.2.d for full description of required additional information.]</p>
<b>If the permit requirement does not apply to you.....</b>	<p style="text-align: center;">Mark <b>NA</b> in the Y/N/NA field.</p>

**Reminder: Proceed to the Permittee Information (I-III) tab**

<b>I. Permittee Information</b>	
<b>Permittee Name</b> City of Brier	<b>Permittee Coverage Number</b> WAR04-5508
<b>Contact Name</b> Nicole Gaudette	<b>Phone Number</b> 425-775-5440
<b>Mailing Address</b> 2109 228th Street SW	
<b>City</b> Brier	<b>State</b> <b>Zip + 4</b> WA              98036-8397
<b>Email Address</b> ngaudette@ci.brier.wa.is	

<b>II. Regulated Small MS4 Location</b>							
<b>Jurisdiction</b> City of Brier	<b>Entity Type: Check the box that applies</b>						
	<table border="1"> <thead> <tr> <th>County</th> <th>City/Town</th> <th>Other</th> </tr> </thead> <tbody> <tr> <td></td> <td>X</td> <td></td> </tr> </tbody> </table>	County	City/Town	Other		X	
County	City/Town	Other					
	X						
<b>Major Receiving Water(s)</b> Lake Washington							

<b>III. Relying on another Governmental Entity</b>	
<p>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. <i>Attach a copy of your agreement with the other entity to provide additional detail.</i></p>	
<b>Name of Entity:</b>	<b>Permit Obligation(s):</b>
City of Mountlake Terrace	Provide Scriber Creek sampling/monitoring for Swamp Creek TMDL

## 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 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

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.	<b>Attached</b> annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			Brier SWMP 2011
2.	<b>Attached</b> 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 anexations, incorporations or boundary changes in the City of Brier during 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		A program has been created and is used to evaluate SWMP development, implementation, and permit compliance to set priorities.	
4.	Began tracking costs or estimated costs of the development and implementation of the SWMP? ( <i>Required</i> no later than January 1, 2009, S5.A.3.a)	Y		The City has begun to track the costs of development and implementation of the SWMP.	

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? ( <i>Required to begin</i> by February 15, 2009, S5.C.1)	Y		Newsletters are periodically distributed to all City residents and businesses that includes information on the SWMP. Posters are routinely posted at city parks. Natural yard care classes were hosted by the City.	
6.	Distributed appropriate information to target audiences identified in the area served by the MS4? ( <i>Required to begin</i> by February 15, 2009, S5.C.1.a)	Y		Information is available at city hall for target audiences that have been identified in the area and newsletters are periodically distributed to all City residents and businesses that includes information on the SWMP.	
7.	Tracked the types of public education and outreach activities implemented. ( <i>Required to begin</i> by February 15, 2009, S5.C.1.c)	Y			
7b.	Number of activities implemented:		7		
8.	Measured the understanding and adoption of the targeted behaviors among at least one targeted audience in at least one subject area. ( <i>Required to begin</i> by February 15, 2009, S5.C.1.b)	N			A G20 is attached to this submittal
9.	Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP? ( <i>Required</i> by February 15, 2008, S5.C.2.a)	Y		An email address is available on the website to contact our Public Works Department directly	
10.	Developed and implemented a process for public involvement and consideration of public comments on the SWMP? ( <i>Required</i> by February 15, 2008, S5.C.2.a)	Y		An email address is available on the website to contact our Public Works Department directly	

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 SWMP is available on the City's website	
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y			
12b.	NOTE website address in <i>Attachment</i> field:				<a href="http://ci.brier.wa.us/pdf/swmp.pdf">http://ci.brier.wa.us/pdf/swmp.pdf</a>
13.	Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee's MS4? ( <i>Required</i> August 19, 2011, S5.C.3)	Y			
14.	Developed and currently maintain a map of your MS4? ( <i>Required</i> by February 16, 2011, S5.C.3.a)	Y		Base map is prepared and updated periodically.	
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		Base map is prepared and updated periodically.	
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? ( <i>Required</i> by February 16, 2011, S5.C.3.a.i)	Y		All stormwater conveyance system, outfalls, receiving waters and structural BMPs are currently on the base map. The City continues to update the map as new facilities are added.	
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? ( <i>Required</i> by February 16, 2011, S5.C.3.a.i)	Y		Base map shows all storm sewer outfalls with a 24 inch nominal diameter or larger, or equivalent cross-sectional area for non-pipe system	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
17.	Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? ( <i>Required</i> by February 16, 2011, S5.C.3.a.iii)	NA		None in the area	
18.	Map has been made available upon request? (S5.C.3.a.iv)	Y			
19.	Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4? ( <i>Required</i> by August 15, 2009, S5.C.3.b)	Y		Chapter 12 of the Brier Municipal Code has been amended to effectively prohibit non-stormwater illicit discharges.	
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? ( <i>Required</i> by August 19, 2011, S5.C.3.c)	Y		A spill hotline has been incorporated into the City's automated answering machine for residents to report illicit discharges. A program for screening illicit connections using the "Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments" from the Center for Watershed Protection is being developed.	
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? ( <i>Required</i> by August 19, 2011, S5.C.3.c.i)	Y			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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. ( <i>Required</i> by August 19, 2011, S5.C.3.c.ii)	Y		All outfalls have been identified and inspected for illicit discharges during the dry weather	
23. Prioritized receiving waters for visual inspection? ( <i>Required</i> by February 16, 2010, S5.C.3.c.ii)	Y		Three high priority water bodies have been identified: Scriber Creek, Lion Creek, Abbey View Drainage	
24. Conducted field assessments for three high priority water bodies? ( <i>Required</i> by February 16, 2011, S5.C.3.c.ii)	Y		Inspected in 2010.	
25. Conducted field assessments on at least one high priority water body? ( <i>Required</i> annually <b>after</b> February 16, 2011, S5.C.3.c.ii)	Y		Inspected Lyon Creek in 2011	
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? ( <i>Required</i> by August 19, 2011, S5.C.3.c.iii)	Y		Procedures have been developed and implemented	
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? ( <i>Required</i> by August 19, 2011, S5.C.3.c.iv)	Y		All illicit discharges are traced by visual inspection of storm catch basins and mobile cameras	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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? ( <i>Required by August 19, 2011, S5.C.3.c.v.</i> )	Y		Procedures are developed for removal and cleanup of the source of the discharge, property owners are notified, follow up inspections are performed and legal actions taken if necessary according to procedures in Brier Municipal Code.	
29.	Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? ( <i>Required by August 19, 2011, S5.C.3.d</i> )	Y		Employess receive trainings on a regualr basis and the City provides eduction to residents and business owners throguh newsletters and a pamphlet that has been distributed and is available at the front counter of City Hall.	
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? ( <i>Required by August 19, 2011, S5.C.3.d.i</i> )	Y		Information has been distributed	
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? ( <i>Required by February 15, 2009, S5.C.3.d.ii</i> )	Y		Hotline number has been printed in pamphlets that have been distributed throughout the City and is available on the City's 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? ( <i>Required by February 15, 2009, S5.C.3.d.ii</i> )	Y		Hotline number has been printed in pamphlets that have been distributed throughout the City and is available on the City's website.	
32b.	NOTE hotline number in <i>Comments</i> field			425-775-5440	
33	Tracked the number of illicit discharges, including spills, identified? ( <i>Required by August 19, 2011, S5.C.3.e</i> )	Y			

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
33b.	Number of illicit discharges identified:		3		
34	Tracked the number of inspections made for illicit connections? ( <i>Required</i> by August 19, 2011, S5.C.3.e)	Y			
34b.	Number of inspections:		5		
35	Received feedback from IDDE public education efforts? ( <i>Required</i> by August 19, 2011, S5.C.3.e)	N			A G20 is attached to this submittal
36	<b>Attached</b> report on IDDE public education efforts? ( <i>Required</i> by August 19, 2011, S5.C.3.d, S5.C.3.e)	Y			IDDE Report
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? ( <i>Required</i> by August 15, 2009, S5.C.3.f.i)	Y		Training in these areas is given in monthly safety meetings to municipal staff that conduct these activities.	
37b.	Number of trainings provided:		36		
37c.	Number of staff trained:		4		
38	Provided follow-up training as needed to address changes in procedures, techniques or requirements? ( <i>Required</i> by August 15, 2009, S5.C.3.f.i)			Follow-up training is given in monthly safety meetings to municipal staff that conduct these activities.	
38b.	Number of trainings provided:		36		
38c.	Number of staff trained:		4		

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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? <i>(Required by February 16, 2010, S5.C.3.f.ii.)</i>			Training in these areas is given in monthly safety meetings to municipal staff that identify illicit discharges/connections and the proper reporting and responding protocol to such situations.	
39b.	Number of trainings provided:		36		
39c.	Number of staff trained:		4		
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? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		DOE regulations have been adopted by the City to reduce pollutants in stormwater runoff.	
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? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		City consultants perform technical review for all land use actions (short plat, subdivisions) and larger single family development/redevelopment projects that disturb greater than 2,000 square feet of land.	
42	Applied stormwater runoff program to private and public development, including roads? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		City consultants perform technical review for all land use actions that disturb greater than 2,000 square feet of land.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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? <i>(Required by February 16, 2010, S5.C.4)</i>	Y		The City has adopted the Stormwater Management Manual for Western Washington which meets most, but not all of these technical thresholds. The City has adopted Technical Requirements in Appendix I of the Western Washington Phase II Municipal Stormwater Permit.	
44	Adopted and implemented regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? <i>(Required by February 16, 2010, S5.C.4.a)</i>	Y		The City has adopted the Stormwater Management Manual for Western Washington and has added additional language to strengthen the code.	
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? <i>(S5.A.4)</i>	Y		The City has adopted the Stormwater Management Manual for Western Washington which provides requirements to apply stormwater controls at smaller sites.	
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? <i>(Required by February 16, 2010, S5.C.4.a.i)</i>	Y		The City has adopted the Stormwater Management Manual for Western Washington and has adopted Technical Requirements in Appendix I of the Western Washington Phase II Municipal Stormwater Permit.	
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? <i>(Required by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)</i>	Y		The City has adopted the Stormwater Management Manual for Western Washington and has adopted Technical Requirements in Appendix I of the Western Washington Phase II Municipal Stormwater Permit.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
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		There were no exceptions or variances	
48b.	If so, how many were granted?		0		
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		The City has adopted the Stormwater Management Manual for Western Washington	
49b.	Cite documentation to meet this requirement in Attachment field:	Y			Section 16.16.150 of the BMC
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		The Brier Municipal Code section 16.24 provides a process for review and platting procedure.	

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? ( <i>Required</i> by February 16, 2010, S5.C.4.a.iv)	Y		The City has adopted the Stormwater Management Manual for Western Washington	
52	If the ordinance or regulatory mechanism allows construction sites to apply the <b>Erosivity Waiver</b> 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 <i>required</i> by February 16, 2010, S5.C.4.a.v)	NA		Erosivity Waiver is 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? <i>(Required by February 16, 2010, S5.C.4.b)</i>	Y		The Brier Municipal Code section 16.24 provides a process plan review, and inspection is done.	
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? <i>(Required by February 16, 2010, S5.C.4.b)</i>	Y		The DOE Stormwater Management Manual for Western Washington is part of the City's permitting process and it includes requirements that the consulting City Engineer uses to review all land use plans that disturb greater than 2,000 square feet of land.	
55	Reviewed <b>Stormwater Site Plans</b> for new development and redevelopment projects? <i>(Required by February 16, 2010, S5.C.4.b.i)</i>	Y		All stormwater site plans are reviewed.	
55b.	Number of site plans reviewed during the reporting period:		1		
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 <b>Determining Construction Site Sediment Potential</b> ? <i>(Required by February 16, 2010, S5.C.4.b.ii)</i>	Y		The DOE Stormwater Management Manual for Western Washington is part of the City's review process including Appendix 7 Determining Construction Site Sediment Potential. If upon plan review, a site is determined to have a high potential for sediment transport, the site is inspected prior to clearing and construction and construction phase erosion control BMPs are required to be implemented.	
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		1		

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? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iii)	Y		Public works staff regularly inspects construction sites.	
57b.	Number of sites inspected during the construction phase for the reporting period:		2		
58	Enforced as necessary based on the inspection at new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iii)	Y		Corrective action if necessary was required of developers.	
58b.	Number of enforcement actions taken during the reporting period:		12		
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? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv and v)	Y		Public works staff regularly inspects construction sites.	
59b.	Number of qualifying sites known during the reporting period:		2		
59c.	Number of qualifying sites inspected during the reporting period:		2		
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y		Maintenance and operations plans are identified in a project's stormwater site plan. Subdivision (greater than 4 lots) are publically maintained while short plats (4 lots or less) are privately maintained.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
61	Enforced regulations as necessary based on the inspection? ( <i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y		Correction notice is issued upon inspection and re-inspected to ensure compliance.	
61b.	Number of enforcement actions taken during the reporting period:		8		
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? ( <i>Required</i> by February 16, 2010, S5.C.4.b.vi)	Y		Construction is halted or final approval is not granted in instances of non-compliance with regulations.	
63	Did the Permittee choose to allow construction sites to apply the <b>Erosivity Waiver</b> in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	N			
63b.	If yes, how many waivers were allowed ?				
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? ( <i>Required</i> by February 16, 2010, S5.C.4.c)	Y		The City has adopted the Stormwater Management Manual for Western Washington.	
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? ( <i>Required</i> by February 16, 2010, S5.C.4.c.i)	N		The City has just begun the code writing process to include these requirements in Brier Municipal Code.	
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? ( <i>Required</i> by February 16, 2010, S5.C.4.c)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
66b.	Number of sites inspected during the reporting period:		2		
66c.	Number of structural BMPs inspected during the reporting period:		4		
66d.	Number of enforcement actions taken during the reporting period:		2		
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 <b>2005 Stormwater Management Manual for Western Washington</b> ? ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		The City has adopted the Stormwater Management Manual for Western Washington.	
68	Performed timely maintenance as per S5.C.4.c.ii? ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		When inspectors identify a need for maintenance, maintenance is performed.	
68b.	<b>Attached</b> documentation of any maintenance delays. ( <i>Required</i> by February 16, 2010, S5.C.4.c.ii)	NA		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? ( <i>Required</i> by February 16, 2010, S5.C.4.c.iii)	Y		A program is in place to inspect all stormwater treatment and flow control facilities annually.	
70	If using reduced inspection frequency, <b>Attached</b> documentation as per S5.C.4.c.iii? ( <i>Required</i> by February 16, 2010, S5.C.4.c.iii)	NA		No inspection delays	

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? ( <i>Required</i> by February 16, 2010, S5.C.4.c.iv)	Y		All new stormwater treatment and flow control facilities are inspected to identify maintenance needs and enforce compliance with maintenance standards as needed.	
71b.	Number of facilities inspected during the reporting period:		1		
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? ( <i>Required</i> by February 16, 2010, S5.C.4.d)	Y		A program has been implemented for keeping records of inspections and enforcement actions by staff.	
73	Provided copies of the <b>Notice of Intent for Construction Activity</b> and <b>Notice of Intent for Industrial Activity</b> to representatives of proposed new development and redevelopment? (S5.C.4.e)	Y		City informs all prospective developers of Notice of Intent for Construction Activity	

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? <i>(Required by February 16, 2010, S5.C.4.f)</i>	Y		Consulting City Engineer responsible for permitting and plan review are trained in use of the manual and modeling software. City employees responsible for construction site inspections and enforcement are also trained annually.	
74b.	Number of trainings provided:		3		
74c.	Number of staff trained:		3		
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? <i>(Required by February 16, 2010, S5.C.5)</i>	Y		The City has a maintenance program in the comprehensive stormwater plan as well as in the Stormwater Pollution Prevention Plan.	
76	Adopted maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 <i>Stormwater Management Manual for Western Washington</i> ? <i>(Required by February 16, 2010, S5.C.5.a)</i>	Y		The City has adopted the Stormwater Management Manual for Western Washington	
77	Performed timely maintenance as per S5.C.5.a.ii? <i>(Required by February 16, 2010, S5.C.5.a.ii)</i>	Y		When inspectors identify a need for maintenance, maintenance is performed.	
77b.	<b>Attached</b> documentation of any maintenance delays. <i>(Required by February 16, 2010, S5.C.5.a.ii)</i>	NA		There were 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		A program has been designed to annually inspect and maintain all stormwater treatment and flow control facilities.	
78b.	Number of known facilities:		28		
78c.	Number of facilities inspected during the reporting period:		28		
79	If using reduced inspection frequency, <b>Attached</b> documentation as per S5.C.5.a.ii? (Required by February 16, 2010, S5.C.5.b)	NA		Reduced inspection frequency is not being used	
80	Conducted spot checks of stormwater facilities after major storms? (Required by February 16, 2010, S5.C.5.c)	Y		Spot inspections are currently being performed after major storm events.	
80b.	Number of known facilities:		28		
80c.	Number of facilities inspected during the reporting period:		28		
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		The City inspected municipally owned or operated catch basins at least once before the end of the Permit term.	
81b.	Number of known catch basins:		2000		
81c.	Number of inspections:		875		
81d.	Number of catch basins cleaned:		875		

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? <i>(Required by February 16, 2010, S5.C.5.f)</i>	Y		The City has established practices found in the Stormwater Management Manual for Western Washington to reduce stormwater impacts from runoff but are not limited to: Pipe cleaning, culvert cleaning, ditch maintenance, street cleaning, road repair and resurfacing, snow and ice control, and utility installation.	
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? <i>(Required by February 16, 2010, S5.C.5.g)</i>	Y		The City has implemented policies and procedures to meet this requirement including installation of catch basins and a vehicle wash pad that capture all run off from the shop area.	
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? <i>(Required by February 16, 2010, S5.C.5.h.)</i>	Y		An operations and maintenance program has been created and implementation of the program is currently underway.	
84b.	Number of trainings provided:		2		
84c.	Number of staff trained:		3		

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 SWPPP has been created and is in the process of being implemented for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the city.	
86	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	Y		Swamp Creek	
87	Complied with the specific requirements identified in Appendix 2? (S7.A)	Y			
88	<b>Attached</b> status report of TMDL implementation? (S7.A)				Swamp Creek TMDL Status Summary
89	Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	Y		The Quality Assurance Project Plan was approved by Ecology on February 28, 2008 and final signed copies delivered to Mountlake Terrace and Brier in March 2008. Monthly sampling began on April 15th, 2008	
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			
90b.	<b>Attached</b> 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)	NA			

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)	N		G20's had not been when the City missed the deadline for S5.C.1.b and S5.C.3.e	
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)	Y			
93	<b>Attached</b> 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)	NA		This summary was submitted with last years annual report.	
94	<b>Attached</b> 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)	NA		This report was submitted with last years annual 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

<b>Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)</b>	<b>Who/how to contact for additional information?</b>
1. Monitoring for Swamp Creek for TMDL	Mike Shaw, Montlake Terrace
2.	
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 City believes the BMPs selected are appropriate. The City will complete a survey to determine the appropriateness by October 31, 2012
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	Y	The City believes the BMPs selected are appropriate. The City will complete a survey to determine the appropriateness by October 31, 2012
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	Y	City staff has been trained in IDDE detection and follows the guidelines in "Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments"
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	Y	The City has adopted the Stormwater Management Manual for Western Washington
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 has adopted the Stormwater Management Manual for Western Washington
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	Y	The City has adopted the Brier Public Works Facility Stormwater Pollution Prevention Plan, which was written specifically for the City's municipal operations.

## 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					
2					
3					
4					
5					
6					
7					

**VII. Information Collection, BMP Evaluation, and Monitoring**

**D. Preparation for future, long-term monitoring**

Complete section D for the fourth annual report only.

Question	Y/N/NA	Comments (50 word limit)	Name of Attachment? Page Number?
1. Identified outfalls or conveyances for long-term stormwater monitoring? (S8.C.2.a)	NA	Brier's population is less than 10,000, thereby exempting it from stormwater monitoring.	
1b. <b>Attach</b> site maps and descriptions. (S8.C.2.a)	y		
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)	Y	This was due at the time of and attached to last years report.	
2b. <b>Attach</b> the proposed questions and monitoring plans for SWMP effectiveness monitoring. (S8.C.2.a.ii)	y		
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	Y	This was due at the time of and attached to last years report.	
3b. <b>Attach</b> a copy of the monitoring plan.	y		
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)	NA	Brier's population is less than 10,000, thereby exempting it from stormwater monitoring.	
4b. <b>Attach</b> a summary of the status of site identification for long-term stormwater monitoring; proposed questions for SWMP effectiveness monitoring; and status of developing the SWMP effectiveness monitoring plans.	y		