

# CITY OF BLACK DIAMOND

## STORMWATER MANAGEMENT PROGRAM PLAN (SWMP PLAN)

### 2021 UPDATE



**PREPARED BY**  
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## LIST OF ACRONYMS AND ABBREVIATIONS

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AKART	All Known and Reasonable Treatment
BMP	Best Management Practices
CESCL	Certified Erosion and Sediment Control Lead
DOE	Department of Ecology
GIS	Geographic Information Systems
IDDE	Illicit Discharge Detection and Elimination
LID	Low Impact Development
MPD	Master Planned Development
MS4	Municipal Separate Storm Sewer System
NPDES	National Pollutant Discharge Elimination System
O&M	Operations and Maintenance
SAM	Stormwater Action Monitoring
SMAP	Stormwater Management Action Plan
SWMMWW	Stormwater Management Manual for Western Washington
SWMP	Stormwater Management Program
SWPPP	Stormwater Pollution Prevention Plan
TMDL	Total Maximum Daily Load

THIS PLAN IS BASED ON THE REQUIREMENTS OUTLINED IN THE WESTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT. MUCH OF THE LANGUAGE INCLUDED IN THIS DOCUMENT DESCRIBING PERMIT REQUIREMENTS HAS BEEN TAKEN DIRECTLY FROM THIS PERMIT AND HAS BEEN SUMMARIZED FOR EASE OF THE READER.

FOR COMPLETE REQUIREMENTS AND DETAILS, PLEASE REFER TO SECTION S5.C OF THE WESTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT FROM THE DEPARTMENT OF ECOLOGY.

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## SECTION 1 – INTRODUCTION

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### **1.1 INTRODUCTION**

This document constitutes the City of Black Diamond's Stormwater Management Program (SWMP) Plan as required under Condition S5 of the Western Washington Phase II Municipal Stormwater Permit (the Permit). In addition to the City's permit, the SWMP includes the Total Maximum Daily Load (TMDL) requirements on Lake Sawyer as published in the TMDL document 09-10-053.

The purpose of the SWMP Plan is to detail actions that the City of Black Diamond has taken and will take to maintain compliance with conditions in the permit. This SWMP Plan will be an attachment to the *Annual Report Form for Cities, Towns, and Counties* which is required to be submitted to the Department of Ecology (DOE) by March 31 of each year.

The City's SWMP is intended to reduce the discharge of pollutants from the City's Municipal Separate Storm Sewer System (MS4) to the Maximum Extent Practicable, meet Washington State's All Known and Reasonable Treatment (AKART) requirements, and protect water quality. This goal is accomplished by the inclusion of all Permit SWMP components, minimum measures, and implementation schedules into the City's SWMP.

In compliance with Permit requirements, where the City is already implementing actions or activities called for in this document, the City will continue those actions or activities regardless of the schedule called for in this document. The City will adapt these actions or implement new activities as required by Permit deadlines and as City staff measures the effectiveness of current actions or activities.

The City is active in all 9 areas of permit activity including:

- Monitoring the MS4 and reporting to DOE
- Stormwater planning
- Public education and outreach
- Public involvement and participation
- MS4 mapping and documentation
- Illicit Discharge Detection and Elimination (IDDE)

- Controlling runoff from new development, redevelopment and construction sites
- Operations and maintenance (O&M)
- Source Control Program for Existing Development

## **SECTION 2 –MONITORING, REPORTING AND ASSESSMENT**

### **2.1 PERMIT REQUIREMENTS AND DATES**

Section S5.A, S8, and S9 of the Western Washington Phase II Municipal Stormwater Permit requires the City to develop, monitor, and report the City's SWMP. The SWMP shall be designed to reduce the discharge of pollutants from the City's MS4 to the maximum extent practicable and to protect water quality. The monitoring, reporting and assessment requirement helps keep the City on track with Best Management Practices (BMPs) to reduce the discharge of pollutants to stormwater. Specific dates are outlined below:

- Submit a one-time payment of \$717 into a collective fund to implement regional small streams and marine nearshore areas status and trends monitoring in Puget Sound. Payment is due by December 1, 2019 (completed September 2019).
- Notify DOE in writing the City's decision whether or not to participate in contributing to a collective fund to implement regional receiving water status and trends monitoring, at an annual cost of \$717, by December 1, 2019 (completed October 16, 2019). Participation in this monitoring meets City requirements for regional status and trends monitoring. Annual payments began August 15, 2020.
- Submit a one-time payment of \$1,310 into a collective fund to implement effectiveness studies and source identification studies. Payment is due by December 1, 2019 (completed September 2019).
- Notify DOE in writing the City's decision whether or not to participate in contributing to a collective fund to implement Stormwater Action Monitoring (SAM) effectiveness and source identification studies, at an annual cost of \$1,310, by December 1, 2019 (completed October 16, 2019). Participation in this collective fund meets City requirements for effectiveness and source identification studies. Annual payments began August 15, 2020.

### **2.2 CURRENT ACTIVITIES**

The current city activities associated with Monitoring and reporting include:

- Submit the online *Annual Report Form for Cities, Towns, and Counties* which is intended to summarize the City's compliance with the conditions of the Permit. The annual report shall be submitted by March 31 of each calendar year covering the previous calendar year.
- Prepare written documentation of the SWMP and update at least annually for submittal with the City's annual reports to DOE.

- Include with the annual report, notification of any annexations, incorporations, or jurisdictional boundary changes resulting in an increase or decrease in the City's geographic area of permit coverage during the reporting period.
- Track the number of inspections, follow-up actions as a result of inspections, official enforcement actions and types of public education activities for inclusion in the City's annual reports to DOE.
- Track the cost or estimated cost of development and implementation of the SWMP.
- Coordinate, as necessary, with other entities covered under a municipal stormwater National Pollutant Discharge Elimination System (NPDES) permit to encourage coordinated stormwater-related policies, programs and projects within adjoining or shared areas.
- The Development Agreement for the major Master Planned Developments requires extensive water quality monitoring by the developer before, during and after construction; including a yearly review by the Water Quality Review Committee.
- The City is contributing to the collective fund to implement regional receiving water status and trends monitoring.
- The City is contributing to the collective fund to implement SAM effectiveness and source identification studies.
- The City has one staff member certified as a MS4 Stormwater Permit Compliance Professional, certified through the American Stormwater Institute.

### **2.3 PLANNED ACTIVITIES**

The City will continue with the current monitoring and reporting activities in 2021. The City will pay into the collective funds for regional receiving water status and trends monitoring, and for SAM effectiveness and source identification studies.

## SECTION 3 –STORMWATER PLANNING

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### **3.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.1 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement a Stormwater Planning program to inform and assist in the development of policies and strategies as water quality management tools to protect aquatic resources. Specific program components and dates are outlined below:

- Continue to require Low Impact Development (LID) Principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards, or other enforceable documents, as needed.
- Convene an inter-disciplinary team to inform and assist in the development, progress, and influence of this program no later than August 1, 2020 (team established July 29, 2020).
- Report on how stormwater management needs and protection/improvement of receiving water health are (or are not) informing the planning update processes and influencing policies and implementation strategies in their jurisdiction in relation to long-range plan updates. Reports shall describe the water quality and watershed protection policies, strategies, codes, and other measures intended to protect and improve local receiving water health through planning, or taking into account stormwater management needs or limitations.
  - Describe how anticipated stormwater impacts on water quality were addressed, if at all, during the 2013-2019 permit term in updates to the Comprehensive Plan and in other locally initiated or state-mandated, long-range land use plans that are used to accommodate growth or transportation in the annual report due March 31, 2021.
  - Submit a report responding describing how anticipated stormwater impacts on water quality were addressed, if at all, during the current 2019-2024 permit cycle in updates to the Comprehensive Plan and in other locally initiated or state-mandated, long-range land use plans that are used to accommodate growth or transportation no later than January 1, 2023.
- Continue to require LID principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards, or other enforceable documents, as needed, in order to minimize impervious surfaces, native vegetation loss, and stormwater runoff in all types of development.
  - Annually assess and document any newly identified administrative or regulatory barriers to implementation of LID principles or LID BMPs and measures developed to address the barriers. The report shall also describe mechanisms developed to encourage or require implementation of LID principles or LID BMPs.



- Develop a Stormwater Management Action Plan (SMAP) for at least one priority catchment within the City in accordance with Section S5.C.1.d.
  - Document any existing information related to local receiving waters and contributing area conditions to identify receiving waters that are most likely to benefit from stormwater management planning.
  - Submit a watershed inventory and include a brief description of the relative conditions of the receiving waters and the contributing areas, the findings of the stormwater management influence assessment for each basin, and indicate which receiving waters will be prioritized for the implementation of stormwater facility retrofits no later than March 31, 2022.
  - Develop and implement a prioritization method and process to determine which receiving waters will receive the most benefit from implementation of stormwater facility retrofits, tailored implementation of SWMP actions, and other land/development management actions and document the prioritized and ranked list no later than June 30, 2022.
  - Develop a SMAP for at least one high priority catchment area no later than March 31, 2023.

### **3.2 CURRENT ACTIVITIES**

The City is continuing to assess if there are any administrative or regulatory barriers in implementation of LID principles or LID BMPs.

### **3.3 PLANNED ACTIVITIES**

The City will continually assess, and report annually, any newly identified administrative or regulatory barriers to implementation of LID principles or LID BMPs and measures to address the barriers.

City staff will look at options for assessing local receiving waters and contributing area conditions for development of a SMAP. Staff will look at the workload this effort will take to complete in house and determine if this effort will require the assistance of a consultant. Staff will also consider grant funding to help with the costs of completing these assessments and reports.

## **SECTION 4 –PUBLIC EDUCATION AND OUTREACH**

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### **4.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.2 of the Western Washington Phase II Municipal Stormwater Permit requires the City to include an education and outreach program designed to build general awareness about methods to address and reduce impacts from stormwater runoff, effect behavior change to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts, and create stewardship opportunities that encourage community engagement and participation in addressing the impacts from stormwater runoff. The City must meet the following deadlines:

- Conduct an evaluation of the effectiveness of the ongoing behavior change program required in the 2013-2018 Permit no later than July 1, 2020, unless a new target audience and BMP behavior change campaign will be utilized for social marketing (completed August 14, 2020).
- Develop a social marketing campaign tailored to the community, including development of a program evaluation plan no later than February 1, 2021.
- Begin implementing the social marketing campaign and strategy no later than April 1, 2021.
- Evaluate and report on the changes in understanding and adoption of targeted behaviors resulting from the implementation of the strategy, and any planned or recommended changes to the campaign in order to be more effective, along with a description of strategies and process to achieve the results, no later than March 31, 2024.

### **4.2 CURRENT ACTIVITIES**

The City has educated the public through stormwater articles in the city newsletter, posting educational materials on the City website, handing out materials at City sponsored events, workshops to train City staff and elected officials, and meeting with businesses and owners of private stormwater systems. The current City activities associated with Public Education and Outreach include:

- Educating the public about the need of the stormwater utility and the collaborative effort needed from everyone in the City to improve stormwater quality within the City.
- Training, on an as-needed basis, for City employees regarding illicit discharges.
- Meeting, as-needed, with businesses and the general public about the hazards associated with illicit discharges and improper disposal of waste.
- Distribute illicit discharge information to target audiences through individual meetings.

- Continue to track and maintain records of public education and outreach activities.
- The City is utilizing feedback received from the previous education survey to determine how to educate the public regarding stormwater.
- In cooperation with the Lake Sawyer Park Foundation, educational signs on the importance of water quality were posted in the Lake Sawyer Regional Park.

### **4.3 PLANNED ACTIVITIES**

The City has the following goals for continued Permit compliance in public education and outreach:

- City staff will utilize feedback received from the most recent survey results on education efforts and will continue to evaluate the understanding of target behaviors.
- Educate the general public (including overburdened communities or school age children) and/or businesses (including home-based or mobile businesses) on:
  - General impacts of stormwater on surface waters including impacts from impervious surfaces.
  - LID principles and LID BMPs.
  - The City will provide education on the City's website and articles in the City newsletter as staff time and opportunity allows.
- Encourage behavior change from the general public and/or businesses providing education on the City's website and articles in the City newsletter to address at least one of the BMPs outlined below:
  - Use of storage of pesticides, fertilizers, and/or other household chemicals.
  - Use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and/or other hazardous materials.
  - Prevention of illicit discharges.
  - Yard care techniques protective of water quality.
  - Carpet cleaning.
  - Repair and maintenance BMPs for vehicles, equipment and/or home/buildings.
  - Pet waste management and disposal.
  - LID principles and LID BMPs.
  - Stormwater facility maintenance, including LID facilities.
  - Dumpster and trash compactor maintenance.
  - Litter and debris prevention.
  - Sediment and erosion control.

## **SECTION 5 – PUBLIC INVOLVEMENT AND PARTICIPATION**

### **5.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.3 of the Western Washington Phase II Municipal Stormwater Permit requires the City to provide ongoing opportunities for public involvement and participation. The City will comply with applicable state and local public notice requirements in developing elements of the SWMP and SMAP. The annual report and updated SWMP Plan are required to be published on the City’s website by May 31 of each year.

### **5.2 CURRENT ACTIVITIES**

The current compliance activities associated with public involvement and participation include:

- The City has posted the SWMP Plan and annual report on the City website (click on “Public Works”, then “Stormwater”).
- Provide opportunities for public involvement in the review of the stormwater comprehensive plan updates, SWMP Plan updates, changes to the stormwater utility charges, or other stormwater codes or similar environmental policies at the early consideration stages at the Public Works Committee level.
- Provide opportunities for public involvement and comment in the consideration of the SWMP Plan by holding a public hearing prior to implementation.
- Review the SWMP Plan with the Public Works Committee and receive public comments in a public hearing prior to implementation.
- Make the SWMP Plan, the annual report, and all other submittals required by the Phase II Permit, available to the public.
- Post the updated SWMP Plan and the annual report on the City’s website.

### **5.3 PLANNED ACTIVITIES**

The City will continue with the public involvement and participation activities each year for the SWMP Plan and will continue to make the annual report available for public review by posting it on the City website.

The City will provide opportunities for public involvement in development and finalization of the SMAP through at least one public hearing.

The City has “No Dumping” stencils that can be made available to volunteers for marking around catch basins. City staff will look at options for soliciting help from

community volunteers to assist with these markings, perhaps as part of an upcoming social media campaign.

## **SECTION 6 –MS4 MAPPING AND DOCUMENTATION**

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### **6.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.4 of the Western Washington Phase II Municipal Stormwater Permit requires the City to an ongoing program for mapping and documenting the MS4. Specific program components are outlined below:

- Maintain mapping data for the features listed below:
  - Known MS4 outfalls and known MS4 discharge points.
  - Receiving waters, other than groundwater.
  - Stormwater treatment and flow control BMPs/facilities owned or operated by the City.
  - Tributary conveyances to all known outfalls with a 24-inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems, mapping the following features and/or attributes:
    - Tributary conveyance type, material, and size where known.
    - Associated drainage areas.
    - Land use.
  - All connections to the MS4 authorized or allowed by the Permittee after February 16, 2007.
  - Connections between the MS4 and other municipalities or public entities.
  - Geographic areas served by the MS4 that do not discharge stormwater to surface waters.
- The City shall make appropriate mapping updates by the following deadlines:
  - Collect size and material data for all known MS4 outfalls during normal course of business and update records, as necessary, before January 1, 2020 (City staff regularly maintains records of all known MS4 outfalls and discharge points).
  - Complete mapping of all known connections from the MS4 to privately owned stormwater systems by August 1, 2023.
- Upon request, make all maps available to DOE.
- Upon request, and to the extent appropriate, provide mapping information available to federally-recognized Indian Tribes, municipalities, and other permittees at a reasonable cost.

### **6.2 CURRENT ACTIVITIES**

The City currently implements activities and programs that meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- Continue to make updates to stormwater features in Geographic Information Systems (GIS) software as new information becomes available.

### **6.3 PLANNED ACTIVITIES**

The City will continue with updates to MS4 mapping in GIS. Specifically, the City will verify and update information for all known outfalls during field screenings, inspections, and/or maintenance. The City will also make sure all private connections are known, documented, and mapped, and future private connections to the City's MS4 will be documented and mapped.

## SECTION 7 – ILLICIT DISCHARGE DETECTION AND ELIMINATION

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### **7.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.5 of the Western Washington Phase II Municipal Stormwater Permit requires the City to maintain an ongoing program designed to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the MS4. Specific program components are outlined below:

- Include procedures for reporting and correcting or removing illicit connections, spills, and other illicit discharges when they are suspected or identified. Illicit connections and illicit discharges must be identified through (but not limited to) field screening, inspections, complaints/reports, construction inspections, maintenance inspections, source control inspections, and/or monitoring information, as appropriate.
- Informing public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.
- Enforce ordinance 18-1099, which effectively prohibits non-stormwater, illicit discharges into the City's MS4 to the maximum extent allowable under state and federal law. Ordinance 18-1099 addresses:
  - Allowable discharges (as outlined in S5.C.5.c.i of the NPDES Permit).
  - Conditionally allowable discharges (as outlined in S5.C.5.c.ii of the NPDES Permit).
  - Any category of allowable or conditionally allowable discharges if the discharges are identified as significant sources of pollutants to waters of the State.
  - Escalating enforcement procedures and actions for repeat offenders.
- Implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the City's MS4. The program shall include:
  - Procedures for conducting investigations, including field screening and methods for identifying potential sources (which may also include source control inspections), implementing a field screening methodology appropriate to the characteristics of the MS4 and water quality concerns. Screening for illicit connections may be conducted using: *Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual* (Herrera Environmental Consultants, Inc.; May 2013), or another methodology of comparable or improved effectiveness. The City shall document the field screening methodology in the annual report. The City shall complete field screening for an average of 12% of the MS4 each year. Tracking began August 1, 2019.
  - A publicly listed and publicized hotline or telephone number for public reporting of spills and other illicit discharges. Upon discussions with first



responders, it was determined that the public should call 911 to report a spill or other illicit discharge. Responding fire and/or police will contact Public Works for assistance and reporting. Public Works can still be contacted for non-emergencies (360-851-4446 during business hours; 360-851-4517 for emergencies after hours).

- An ongoing training program on the identification of an illicit discharge and/or connection, and on the proper procedures for reporting and responding to the illicit discharge and/or connection, for all municipal field staff, who, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge and/or illicit connection to the MS4. Follow-up training shall be provided as needed. City shall document and maintain records of the trainings provided and the staff trained.
- Implement an ongoing program designed to address illicit discharges, including spills and illicit connections, into the MS4. The program shall include:
  - Procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found or reported to the City. Procedures shall address the evaluation of whether the discharge must be immediately contained and steps to be taken for the containment of the discharge.
  - 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.
  - Procedures for eliminating the discharge; including notification of appropriate authorities; notification of the property owner; technical assistance; follow-up inspections; and implementation and use of the compliance strategy mentioned above, including escalating enforcement and legal actions if the discharge is not eliminated.
  - The City must meet the following timelines and be responsible for the following actions:
    - Immediately respond to all illicit discharges, including spills, which are determined to constitute a threat to human health, welfare, or the environment by taking appropriate action to correct or minimize the threat to human health, welfare, and/or the environment; notifying DOE and other appropriate spill response authorities within 24 hours of learning about the illicit discharge or spill; and immediately report spills or discharges of oils or hazardous substances to DOE and the Washington Emergency Management Division.
    - Investigate (or refer to the appropriate agency with the authority to act) within 7 days any complaints, reports, or monitoring information that indicates a potential illicit discharge.
    - Initiate an investigation within 21 days of any report or discovery of a suspected illicit connection to determine the source of the connection,

the nature and volume of discharge through the connection, and the party responsible for the connection.

- Upon confirmation of an illicit connection, use the compliance strategy in a documented effort to eliminate the illicit connection within 6 months. All known illicit connections to the MS4 shall be eliminated.
- Track and maintain records of illicit discharges, spills, and illicit connections, including those that were found by, reported to, or investigated by the City. Data shall be submitted annually in the Annual Report following the instructions, timeline, and format found in Appendix 12 of the Permit.

## **7.2 CURRENT ACTIVITIES**

The City currently implements activities and programs that meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- Through Ordinance 18-1099, city staff has the ability to intervene and stop illicit discharges, to get involved to educate those that pollute unknowingly and follow up with additional enforcement actions not complying with corrective actions.
- City staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, including spills and illicit connections, shall be trained to conduct these activities. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements or staffing. The training provided and staff trained shall be documented. Six Public Works staff members received IDDE training on November 15, 2018.
- Continue to respond to reported illicit discharge reports and documenting the actions taken to eliminate them.
- Continue to follow up on hotline illicit discharge tips.
- Implement the City IDDE program to detect and stop illicit discharges to the City's MS4 by:
  - Characterizing the nature of illicit discharges
  - Tracing the source
  - Removing the source
  - Educating those responsible
  - Enforcing the City's code to stop illicit discharges

## **7.3 PLANNED ACTIVITIES**

The City will field screen a minimum of 12% of the City's outfalls and discharge points for illicit connections to meet the requirement of screening 12% of all outfalls each year.

The City will provide training to new Public Works staff for IDDE.

# **SECTION 8 – CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES**

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## **8.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.6 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement and enforce a program to reduce pollutants in stormwater runoff to the City's MS4 from new development, redevelopment and construction site activities, which applies to private and public development, including transportation projects. Specific program components are outlined below.

- The City will implement an ordinance or other enforceable mechanism that addresses runoff from new development, redevelopment, and construction site projects no later than June 30, 2022. This program will apply to all applications (projects with a complete project description, site plan, and, if applicable, a SEPA checklist) on or after July 1, 2022, prior to January 1, 2017 that have not started construction by January 1, 2022, and those between January 1, 2022 and July 1, 2022 that have not started construction by July 1, 2027.
  - In order to comply with new requirements regarding site planning requirements; BMP selection criteria; BMP design criteria; BMP infeasibility criteria; LID competing needs criteria; and BMP limitations, the City should adopt the DOE 2019 Stormwater Management Manual for Western Washington (the 2019 SWMMWW). Adoption and implementation of the 2019 SWMMWW will meet the requirements of the Permit. The mechanism to meet these requirements shall be in place by June 30, 2022.
  - The City shall have the legal authority in place by June 30, 2022, through the approval process for new development and redevelopment, to inspect and enforce maintenance standards for private stormwater facilities that discharge to the City's MS4.

## **8.2 CURRENT ACTIVITIES**

The City code currently implements the activities and programs to meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- The City conducts construction and stormwater site inspections during the pre-construction and construction phases.

- The City has implemented a permitting process with plan review, inspection and enforcement capability for both private and public projects. This program applies to all sites as determined by Section 3 of Appendix 1 of the Permit.
- The City reviews stormwater site plans for proposed development activities.
- The City inspects, prior to clearing and construction, all known development sites that have a high potential for sediment transport.
- The City inspects all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls. The City will enforce as necessary based on the inspection.
- The City inspects all 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. Also, the City will verify a maintenance plan is completed and responsibility for maintenance is assigned. Enforcements will be made, as necessary, based on the inspection.
- The City must perform at least 80% of required inspections in order to achieve Permit compliance. Staff schedules all inspections through the City's PermitTrax software and records of inspections are maintained in PermitTrax by inspectors. Routine inspections not set in PermitTrax will be tracked separately by Public Works maintenance staff.
- Inspections of all permanent stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments every six months until 90% of the lots are constructed (or when construction is stopped and the site fully stabilized) to identify maintenance needs and enforce compliance with maintenance standards as needed.
- The City implements an enforcement strategy to respond to issues of non-compliance.
- The City ensures that all staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement, are trained to conduct these activities.
  - The City has three Certified Erosion and Sediment Control Leads (CESCL).
  - The City has three Certified Erosion and Sediment Control Inspectors certified through the American Stormwater Institute.
  - The City has two Certified Stormwater Inspectors trained by the NPDES National Stormwater Center.
- Links for DOE's "Notice of Intent for Construction Activity" and "Notice of Intent for Industrial Activity" are available to representatives of proposed new development and redevelopment on the City's website.
- In addition to the above requirements and with the TMDL for phosphorus on Lake Sawyer, City staff (and/or King County, and/or citizen volunteers) continues to take water quality samples at Lake Sawyer. The schedule for meeting goals in the TMDL called for testing that would end in 2014, but the City has continued with the testing.

- The City used the 2005 SWMMWW and the Lake Sawyer TMDL in the Development Agreement for the major Master Planned Developments (MPDs) in Black Diamond.

### **8.3 PLANNED ACTIVITIES**

The City has a program to help reduce stormwater runoff from new development and construction sites. The City will review and implement the 2019 SWMMWW to maintain compliance by June 30, 2022. The City will continue to:

- Update and implementing process codes, fees and standards as necessary and as identified needs arise.
- Determine staff training needs and develop training strategies as updates to Permit requirements are implemented by DOE.
- Conduct testing on Lake Sawyer.

## **SECTION 9 – OPERATIONS AND MAINTENANCE**

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### **9.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.7 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement and document a program to regulate maintenance activities and to conduct maintenance activities that prevent or reduce stormwater impacts. Specific program components are outlined below.

- Establish maintenance standards that are as protective, or more protective, of facility function that those specified in the 2019 SWMMWW by June 30, 2022. The purpose of the maintenance standard is to determine if maintenance is required and is not a measure of the facility's required condition at all times between inspections.
- Program to verify adequate long-term O&M of stormwater facilities regulated by the City. Verification shall be established by records of inspections and enforcement actions by City staff. Program components include:
  - Ordinance or other enforceable mechanism in place that clearly identifies the party responsible for maintenance; requires inspections of facilities, and establishes enforcement procedures.
  - Annual inspections of all stormwater treatment and flow control BMPs/facilities that discharge to the MS4 and were permitted by the City. The inspection frequency may be reduced if documentation from actual inspections shows a reduced frequency may be used according to Section S.5.C.7.b.i(b) of the Permit. The City must achieve at least 80% of required inspections.
- Annual inspection of all municipally owned or operated stormwater treatment and flow control facilities and taking appropriate maintenance actions. Inspection frequency may be reduced as outlined in Section S5.C.7.c.i of the Permit.
- Spot checks of potentially damaged treatment and flow control BMPs/facilities after major storm events (10 year storm).
- Inspection of all catch basins and inlets owned or operated by the City every two years. A reduced frequency in inspections can be permitted based on documentation in accordance with Section S5.C.7.c.iii(a) of the Permit.
- Implement practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the City, including but not limited to: streets, parking lots, roads, highways, buildings, parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control BMPs/facilities. Documentation of these practices, policies, and

procedures shall be completed no later than December 31, 2022. Activities to be addressed include pipe cleaning; cleaning of culverts that convey stormwater in ditch systems; ditch maintenance; street cleaning; road repair and resurfacing (including pavement grinding); snow and ice control; utility installation; pavement striping maintenance; maintenance of roadside areas (including vegetation management); dust control; application of fertilizers, pesticides, and herbicides according to the instructions for their use (including reducing nutrients and pesticides using alternatives that minimize environmental impacts); sediment and erosion control; landscape maintenance and vegetation disposal; trash and pet waste management; and building exterior cleaning and maintenance.

- Implement an on-going training program for City staff whose construction, operations or maintenance job functions may impact stormwater quality. Records of training shall be kept and shall include dates, activities or course descriptions, and names and positions of staff in attendance.
- Continue to implement a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the City (the Public Works Shop). SWPPPs shall be updated no later than December 31, 2022. The SWPPP shall include components outlined in S5.C.7.f.i-v.
- Keep records of inspections and maintenance or repair activities.

## **9.2 CURRENT ACTIVITIES**

The City currently has activities and programs that meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- The City has a program for maintaining and inspecting catch basins with the most recent inspections and maintenance occurring in the summer of 2020.
- The City has completed a site assessment of City facilities, including the fire station, the police station, the public works facility, and the water reservoir and pump station.
- The City inspects City owned stormwater treatment facilities and has adapted inspections and inspection criteria as identified in the 2014 SWMMWW.
- The City has trained employees whose construction, operations or maintenance job functions may impact stormwater quality in the implementation of BMPs that will reduce or eliminate pollution from entering the MS4 from City facilities or operations.
- The City has established maintenance standards that are as protective as those specified in the 2014 SWMMWW.

- The City is reviewing the maintenance standards specified in the 2019 SWMMWW.
- The City performs maintenance within required timeframes when an inspection identifies an exceedance of the maintenance standard. For each exceedance of the required timeframe, the City will document the circumstances and how they were beyond the City's control.
- The City annually inspects all municipally owned or operated permanent stormwater treatment and flow control facilities and maintains facilities according to the adopted maintenance standards.
- The City performs maintenance on City ponds and BMPs within required timeframes when an inspection identifies a maintenance standard has been exceeded. If the City does not perform maintenance within the required timeframe, the City will document the circumstances and how they were beyond their control, and will submit documentation to DOE.
- After major storm events (classified as a 10-year storm), the City conducts spot checks of potentially damaged stormwater facilities.
- The City implements practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the City, and road maintenance activities conducted by the City.
- Procedures are in place to reduce pollutants in discharges from all lands owned or maintained by the City 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. Procedures include:
  - Proper application of fertilizer, pesticides, and herbicides
  - Sediment and erosion control (the City has three CESCLs on staff)
  - Proper landscape maintenance and vegetation disposal
  - Proper trash management
  - Proper maintenance and cleaning of City buildings
- City employees, whose construction, operations or maintenance job functions may impact stormwater quality, receive training on an as-needed basis.
- SWPPPs are in place for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the City in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit. The latest update to the SWPPP for the Public Works Maintenance Facility was completed in November, 2019.
- Tracking and documentation methods, along with procedures associated with inspection, maintenance or repair activities, are being utilized by City staff.
- The washing of City vehicles and large equipment is performed at the City's equipment washing facility at the City's maintenance site. Staff



using the facility is trained prior to use in accordance with standard operating procedures for the facility.

### **9.3 PLANNED ACTIVITIES**

The City will continue with current activities to prevent pollution from municipal maintenance operations.

- The City tries to sweep arterial and collector streets at least twice per year as budgets and schedules allow.
- Street waste is disposed of according to BMPs.
  - The City utilizes guidance from the 2014 SWMMWW to determine how to handle stockpiled sweepings, will refer to Appendix IV-B of the 2019 SWMMWW, and will utilize Appendix 6 of the Permit.
  - Clean soil and compost materials will be mixed and reused in the City, where needed, and in accordance with BMPs.
- The City will clean all catch basins at least once every two years. As part of catch basin cleaning, the City will inspect each catch basin to check for deficiencies that may prevent catch basins from functioning properly.
- Continue to review the 2019 SWMMWW and prepare for adoption before June 30, 2022.
- Prepare documentation of practices, policies, and procedures to reduce stormwater impacts associated with runoff prior to December 31, 2022.

## **SECTION 10 –SOURCE CONTROL FOR EXISTING DEVELOPMENT**

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### **10.1 PERMIT REQUIREMENTS AND DATES**

Section S5.C.8 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement a program to prevent and reduce pollutants in runoff from areas that discharge to the City's MS4. Specific program components and dates are outlined below:

- Apply operational source control BMPs, and if necessary, structural source control BMPs or treatment BMPs/facilities, or both, to pollution generating sources associated with existing land use activities.
- Inspections of pollutant generating sources at publicly and privately owned institutional, commercial, and industrial sites to enforce implementation of required BMPs to control pollution discharging into the MS4.
- Application and enforcement of local ordinances at sites located within the City that meet the criteria of Appendix 8 of the Permit as well as home-based businesses and multi-family sites.
  - Practices must also be implemented to reduce polluted runoff from the application of pesticides, herbicides, and fertilizers at these sites.
- Adopt or make effective an ordinance, or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with land uses within the City that meet the criteria of Appendix 8 of the Permit no later than August 1, 2022. This requirement is met by using the source control BMPs in the 2019 SWMMWW.
- Establish an inventory that identifies publicly and privately owned institutional, commercial, and industrial sites which have the potential to generate pollutants no later than August 1, 2022. This includes sites within the City that meet the criteria of Appendix 8 of the Permit and other pollutant generating sources, such as home-based businesses and multi-family sites.
- Implement an inspection program for identified sites in the City that meet the criteria of Appendix 8 of the Permit, no later than January 1, 2023.
  - Identified sites shall be provided education about activities that may generate pollutants and the source control requirements applicable to those activities.
  - Complete inspections for at least 20% of identified sites annually. Sites can be inspected more than once and follow-up compliance inspections in following years can count towards the 20%

- requirement. It is not a requirement to inspect 100% of identified sites over a five-year period.
- Complete inspections for 100% of sites identified through credible complaints received by the City.
  - Attempted inspections where entry is denied by the property owner count towards the total.
  - Implement a progressive enforcement policy that requires sites to comply with stormwater requirements no later than January 1, 2023. Compliance with regulations shall follow the following steps:
    - If, after a reasonable amount of time, a site has failed to adequately implement required BMPs, the City shall take appropriate follow-up action(s), which may include phone calls, reminder letters, emails, or follow-up inspections.
    - If, after a reasonable amount of time, a site has failed to adequately implement required BMPs following follow-up action(s), the City shall take enforcement action as allowed through the City Code or ordinances, or through the judicial system.
    - The City shall maintain records, including documentation of each site visit, inspection reports, warning letters, notices of violation, and other enforcement records, demonstrating the City's efforts to bring sites into compliance. Records shall also be maintained for sites in which the City was denied entry for inspection.
    - Non-emergency violations of local ordinances can be referred to DOE, provided that the City has made a documented effort of progressive enforcement.
  - Staff responsible for implementing the source control program shall be trained to conduct these activities. Follow-up trainings shall be provided, as necessary. Training shall cover the legal authority for source control, source control BMPs and their proper application, inspection protocols, lessons learned, typical cases, and enforcement procedures. The City shall document and maintain records of the training provided and the staff trained.

## **10.2 CURRENT ACTIVITIES**

The City currently inspects private properties with stormwater facilities that discharge directly to the City's MS4 and looks at BMPs that are currently in place in relation to the connection point. The has an inventory in its PermitTrax system showing the businesses that are within the City. With this information, City staff will be able to determine which sites would be subject to this program and the applicable BMPs for those sites.

### **10.3 PLANNED ACTIVITIES**

The City will look at how current adopted rules and regulations measure up to the BMPs outlined in Volume IV of the 2019 SWMMWW and how those might apply to existing sites within the City. The City will first analyze which sites in the City meet the criteria in Appendix 8 of the Permit and will investigate which BMPs will apply to those specific sites, and which BMPs are currently in place at those sites. The City will look into DOE's role with investigations on properties within the City that have their own NPDES Permit from DOE.