

I. Permittee Information

Permittee Name
City of Tacoma

Permittee Coverage Number
WAR04-4003

Contact Name
Shauna Hansen

Phone Number
(253) 502-2284

Mailing Address
2201 Portland Avenue

City
Tacoma

State	Zip + 4
WA	98421-2711

Email Address
shansen2@cityoftacoma.org

II. Regulated Medium or Large MS4 Location

Jurisdiction
City of Tacoma

<i>Entity Type: Check the box that applies</i>		
County	City/Town	Other
	X	

Major Receiving Water(s)
Commencement Bay; The Narrows; Flett Creek;
Leach Creek; Joe's Creek

III. Relying on another Governmental Entity

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

Name of Entity:	Permit Obligation(s):

IV. Certification

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

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

Name _____	Title <u>Interim Assistant Public Works Director, Environmental Services</u>	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____

V. Submittal-- Submit by March 31

If using this Excel version of the annual report form, email one electronic copy, including all identified attachments, to ***PH1_AnnRpt@ecy.wa.gov*** AND submit two printed, signed copies of the entire annual report PLUS attachments to:

Department of Ecology
Water Quality Program
Municipal Stormwater Permits
P.O. Box 47696
Olympia, WA 98504-7696

REMINDER: Proceed to the ANNUAL REPORT (Section VI) tab next.

PLEASE label any information in attachments with corresponding question numbers.
 NOTE: Items that have future compliance dates must still be answered to indicate status.
 PLEASE indicate reporting year and your jurisdiction in Line 1, above.
 PLEASE refer to the INSTRUCTIONS tab for assistance filling out this table.
 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	NA		Zero annexations, incorporations or boundary changes in Tacoma during 2009. For questions, contact Alisa O'Hanlon, (253) 591-5310.	
S4. Compliance with Standards				
2	Y		City of Tacoma submitted a S4.F Notification to Ecology on April 28, 2009 regarding discharges to Wapato Lake contributing to elevated levels of phosphorus which could be a potential or actual violation of water quality standards. Ecology determined that the issue is being addressed adequately through the existing City of Tacoma SWMP activities and Metro Parks lake management activities and a report under S4.F.2.a is not necessary.	Attachment B2. Summary of Actions Taken Pursuant to Permit Section S4F (including Wapato Lake S4.F Notification letters) and Attachment C. Thea Foss and Wheeler-Osgood Waterways 2009 Source Control and Water Year 2009 Stormwater Monitoring Report.
S5 Stormwater Management Program				
S5.C.1 Legal Authority				
3	Y		Operated pursuant to legal authority as required under S5.C.1.	Attachment A. Stormwater Management Program (SWMP), p.5.
S5.C.2 MS4 Mapping and Documentation				
4	Y		The location of all known municipal separate storm sewer outfalls, receiving waters and structural stormwater BMPs you own, operate, or maintain are mapped. (Required by February 15, 2009, S5.C.2.b.i)	Attachment B10. City of Tacoma Separate Storm Sewer System (MS4) Maps.

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
5 A program is in place to map the location of all known connection points between municipal separate storm sewers you own or operate and other municipalities or other public entities. (Required by February 15, 2009, S5.C.2.b.i)	Y		City has collected GIS storm system data for all known connections with Fife, Pierce County, Lakewood and University Place. Awaiting data from Fircrest and Federal Way.	Attachment B10. City of Tacoma Separate Storm Sewer System (MS4) Maps.
6 <u>Cities:</u> All storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems, and including tributary conveyances (type, material and size where known), associated drainage areas and land use throughout the city, are mapped. (Required by February 15, 2011, S5.C.2.b.ii) <u>Counties:</u> All storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems, and including tributary conveyances (type, material and size where known), associated drainage areas and land use in urban/higher density rural sub-basins, are mapped. (Required by February 15, 2011, S5.C.2.b.ii)	NA		This requirement is not yet due. The City is mapping tributary conveyances on a quadrant-by-quadrant basis for connections to all sizes of storm sewer outfalls, focusing first on connections to 24-inch and greater nominal diameter outfalls.	Attachment B10. City of Tacoma Separate Storm Sewer System (MS4) Maps.
7 A program is in place to maintain a map of all connections to the MS4 that have been authorized or allowed after the effective date of the permit. (S5.C.2.b.iii)	Y		Program is in place to maintain maps of MS4. Standard Operating Procedures have been developed to ensure that all new connections are added to the maps.	Attachment A. SWMP, p.8-9.

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
<p>8</p> <p><u>Cities:</u> All existing, known connections over 8 inches to municipal separate storm sewers tributary to all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems, are mapped. (<i>Required</i> by February 15, 2009, S5.C.2.b.iv)</p> <p><u>Counties:</u> All existing, known connections over 8 inches to municipal separate storm sewers tributary to all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems, located in one-half the area of the County within urban/higher density rural sub-basins are mapped. (Required by February 15, 2011, S5.C.2.b.iv)</p>	Y		All known connections over 8 inches are mapped; however, this work is ongoing. The City is mapping tributary conveyances on a quadrant-by-quadrant basis for connections to all sizes of storm sewer outfalls, focusing first on connections to 24-inch and greater nominal diameter outfalls.	Attachment B10. City of Tacoma Separate Storm Sewer System (MS4) Maps.
<p>9</p> <p>Geographic areas served by the MS4 that do not discharge stormwater to surface waters are mapped. (<i>Required</i> by February 15, 2011, S5.C.2.b.v)</p>	NA		This requirement is not yet due.	Attachment A. SWMP, p.11.
<p>10</p> <p>Municipal storm sewer system GIS data layers that you have updated are listed in <i>Comments</i> field. (S5.C.2.b.vi)</p>	NA		A list of all relevant GIS data layers is available upon request and pending Ecology guidance on this topic.	Attachment A. SWMP, p.11.
<p>11</p> <p>Mapping information has been made available to Ecology, Co-Permittees and Secondary Permittees upon request to the extent appropriate. (S5.C.2.b.vi and vii)</p>	Y		The majority of the current mapping information is available on the City's website at www.cityoftacoma.org/govme . New mapping information is added to the website on a continuing basis.	Attachment A. SWMP, p.11.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
S5.C.3 Coordination					
12	Established and are implementing written internal coordination agreement(s) or directives to facilitate compliance with the permit. <i>(Required by February 15, 2008, S5.C.3.b.i)</i>	Y		On January 28, 2008, Tacoma's City Manager, Eric Anderson and Tacoma Public Utilities Director, Bill Gaines, signed a letter addressed to all City of Tacoma department directors informing them of the NPDES permit and the need for their cooperation and contribution. Department directors were instructed to identify a contact person to work with the City's NPDES lead.	Attachment A. SWMP, p.12.
13	Established coordination mechanisms clarifying roles and responsibilities for control of pollutants between any other municipal stormwater Permittee's physically interconnected municipal storm sewers. <i>(Required by February 15, 2009 or within 2 years following the addition of a new Secondary Permittee, S5.C.3.b.ii)</i>	Y		City staff currently coordinates with the Port of Tacoma, Pierce County, Lakewood, University Place, Fircrest, Fife and Metro Parks if there are concerns about the conveyance system; whether tracing pollutants or for general coordination and communication regarding watershed issues. The City has completed a Draft Intergovernmental Agreement to formalize the roles and responsibilities managing connections between municipal separate storm sewers.	Attachment A. SWMP, p.13.
14	Established coordination activities for shared water bodies among Permittees including Secondary Permittees. <i>(Required by February 15, 2009, S5.C.3.b.ii)</i>	Y		The City currently coordinates with Port of Tacoma, Pierce County, Lakewood, University Place, Fircrest, Fife and Metro Parks regarding source control inspections, pollutant tracing, and communication and public education regarding watershed issues.	Attachment A. SWMP, p.13.
S5.C.4 Public Involvement and Participation Program					
15	Implemented a process to create opportunities for the public to participate in processes for development, implementation and updates of the SWMP, including consideration of public comments on the SWMP. <i>(Required by August 15, 2007, S5.C.4.b.i)</i>	Y			Attachment A. SWMP, p.14; Public Participation Plan SWMP Appendix A.
16	Made the SWMP and all submittals required by the permit available to the public on the Permittee's website listed below, or provided all submittals to Ecology in electronic format for posting on Ecology's website. <i>(Required by March 31, 2008, S5.C.4.b.ii)</i> List Permittee's website address in <i>Comments</i> field.	Y		Permit submittals are available on the City website at www.cityoftacoma.org/surfacewater .	Attachment A. SWMP, p.15.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
S5.C.5 Controlling Runoff from New Development, Redevelopment and Construction Sites					
17	Submitted draft enforceable requirements, technical standards and manual, that address requirements to prevent and control runoff from new development, redevelopment and construction site activities in S5.C.5.b.i through S5.C.5.b.iii, to Ecology for review and approval on the date provided in <i>Comments</i> field. (<i>Required</i> by February 15, 2008, S5.C.5.b.iv)	Y		The draft 2008 City of Tacoma Surface Water Management Manual was submitted to Ecology for review and approval on February 13, 2008.	Attachment A. SWMP, p.17.
18	Adopted the final enforceable requirements, technical standards and manual to prevent and control runoff from new development, redevelopment and construction site activities on the date provided in <i>Comments</i> field. (<i>Required</i> by August 15, 2008, or 60 days following Ecology's written response)	Y		The final 2008 City of Tacoma Surface Water Management Manual as published September 22, 2008 has been adopted and is available online at www.cityoftacoma.org/surfacewater .	Attachment A. SWMP, p.17.
19	Were exceptions or variances to the minimum requirements in Appendix 1 granted? (<i>Required</i> by August 15, 2008, S5.C.5.b.ii, and Section 6 of Appendix 1)	N		No formal exceptions or variances were granted in 2009; however, a number of small projects (those that are only required to comply with Minimum Requirements 1-5) were allowed to submit the information required in the Stormwater Site Plan using other formats than an SSP report. As of October 2008, the Exceptions Procedure in compliance with Section 6 of Appendix 1 is specified in the Tacoma Municipal Code Chapter 12.08.095 .	SWMP Appendix B. TMC 12.08.095, as updated by Ord. 27749 Ex. A, passed Oct. 21, 2008.
19a	Number of variances granted:		0		
20	To the extent allowable under state and federal law, established legal authority to inspect private stormwater facilities and enforce maintenance standards for all new development and redevelopment approved under the provisions of S5.C.5.b. (<i>Required</i> by August 15, 2008, S5.C.5.b.v)	Y		The current municipal code has established legal authority.	Attachment A. SWMP, p.18.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
21	Developed and implemented a process of permits, plan review, inspections, and enforcement capability to meet the requirements of S5.C.5.b.vi, including maintenance plans for permanent stormwater facilities/BMPs, recordkeeping and an enforcement strategy. (Required to begin by August 15, 2008, S5.C.5.b.vi)	Y			Attachment A. SWMP, p.18.
22	Reviewed stormwater site plans submitted for proposed development involving land disturbing activities that meet the thresholds in S5.C.5.b.i. (Required beginning August 15, 2008, S5.C.5.b.vi)	Y			Attachment A. SWMP, p.19.
22a	Number of site plans submitted:		335	Estimated number of site plans submitted for commercial building permits and private work order permits based on Environmental Services plan review work load records. The database tracking system and data entry process is being refined to improve reporting accuracy.	
22b	Number of site plans reviewed:		335	Estimated number of site plans reviewed for commercial building permits and private work order permits based on Environmental Services plan review work load records. The database tracking system and data entry process is being refined to improve reporting accuracy.	
23	Inspected, prior to clearing and construction, permitted development sites that meet the thresholds in S5.C.5.b.i and that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 <i>Identifying Construction Site Sediment Transport Potential</i> . (Required to begin by August 15, 2008, S5.C.5.b.vi)	Y		Pre-clearing inspections are currently accomplished by plan review staff from Building and Land Use Services and Environmental Services. A standard operating procedure has been developed for Environmental Services plan review staff to identify all construction sites with high potential for sediment transport based on the criteria in the NPDES Permit Appendix 7. The database tracking system and data entry process is being refined to improve reporting accuracy.	Attachment A. SWMP, p.19.
23a	Number of sites determined to have high sediment transport potential:		11		
23b	Number of sites inspected:		11		

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
24	Inspected construction-phase stormwater controls at permitted development sites that meet the thresholds in S5.C.5.b.i during construction to verify proper installation and maintenance of required erosion and sediment controls. (<i>Required</i> to begin by August 15, 2008, S5.C.5.b.vi)	Y		Attachment A. SWMP, p.20.

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
24a	Number of qualifying permitted development sites:		114	Estimated number of commercial building permits (80) and work order permits (34) issued in 2009 meeting permit thresholds based on number of permits reviewed by Environmental Services. Specific private work order inspection records are not available for database query. The database tracking system and data entry process is being refined to improve reporting accuracy.	
24b	Number of sites inspected:		73	Estimated number of commercial building permits (39) and work order permits (34) issued in 2009 meeting permit thresholds and inspected based on number of permits reviewed by Environmental Services. Specific private work order inspection records are not available for database query. The database tracking system and data entry process is being refined to improve reporting accuracy.	
25	Enforced as necessary based on the construction-phase inspection at new development and redevelopment projects. <i>(Required to begin by August 15, 2008, S5.C.5.b.vi)</i> List nature of enforcement actions in <i>Comments</i> field.	Y		Nature of enforcement actions include correction notices, Notices of Violation, stop work orders, and fines.	Attachment A. SWMP, p.21.
25a	Number of enforcement actions taken:		387	Estimated number of enforcement actions includes 163 Stop Work Orders on development sites and 224 correction notices issued for on-site erosion control violations on development sites in 2009. The database tracking system and data entry process is being refined to improve reporting accuracy.	
26	Inspected permitted development sites that meet the thresholds in S5.C.5.b.i upon completion of construction and prior to final approval or occupancy to verify proper installation of permanent erosion controls and stormwater facilities / BMPs. <i>(Required to begin by August 15, 2008, S5.C.5.b.vi)</i>	Y			Attachment A. SWMP, p.20.
26a	Number of qualifying permitted development sites that completed construction:		155	Estimated number of commercial building permits (15), residential building permits (102) and private work order permits (38) closed in 2009 meeting permit thresholds based on number of permits reviewed by Environmental Services. Specific private work order inspection records are not available for database query. The database tracking system and data entry process is being refined to improve reporting accuracy.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
26b	Number of sites inspected:		142	Estimated number of commercial building permits (14), residential building permits (90) and private work order permits (38) meeting permit threshold and inspected prior to final completion in 2009 (based on number of permits reviewed by Environmental Services). Specific private work order inspection records are not available for database query. The database tracking system and data entry process is being refined to improve reporting accuracy.	
27	Verified that a maintenance plan for sites that meet the thresholds in S5.C.5.b.i is completed and responsibility for maintenance is assigned. <i>(Required to begin by August 15, 2008, S5.C.5.b.vi)</i>	Y			Attachment A. SWMP, p.20.
28	Enforced as necessary based on the post-construction inspection. <i>(Required to begin by August 15, 2008, S5.C.5.b.vi)</i> List the nature of enforcement actions in the <i>Comments</i> field.	Y		Enforcement actions include correction notices, stop work orders, Notices of Violation, fines, and Certificates of Complaint attached to title.	Attachment A. SWMP, p.21.
28a	Number of enforcement actions taken:		0	Permanent erosion and sediment control and stormwater BMPs are inspected prior to issuing Certificate of Occupancy and/or closing the permit and concerns are addressed prior to permitting occupancy or closing the permit.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
29 Developed and implemented an enforcement strategy to respond to issues of non-compliance. (<i>Required</i> to begin by August 15, 2008, S5.C.5.b.vi)	Y			Attachment A. SWMP, p.21.
30 Developed and implemented a recordkeeping process for 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 August 15, 2008, S5.C.5.b.vi)	Y		Recordkeeping procedures are in place. The database tracking system and data entry process is being refined to improve reporting accuracy.	Attachment A. SWMP, p.21.
31 Made Ecology's <i>Notice of Intent for Construction Activity</i> and <i>Notice of Intent for Industrial Activity</i> available to representatives of proposed new development and redevelopment. (S5.C.5.b.vii)	Y		NOI's made available on City website at www.cityoftacoma.org/govme .	Attachment A. SWMP, p.22.
32 All staff whose primary job duties are 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. (<i>Required</i> by August 15, 2008, S5.C.5.b.viii)	Y		The City has been and will continue to provide training to plan review, inspection, and enforcement personnel in the City concerning erosion and sediment control measures and private drainage system operation and maintenance. Tracking to verify formal training opportunities and future training is in the process of being developed.	Attachment A. SWMP, p.22.

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
S5.C.6 Structural Stormwater Controls					
33	The SWMP includes a Structural Stormwater Control Program to construct stormwater controls to prevent or reduce impacts (hydrology and pollutants) to waters of the state caused by discharges from the MS4 where impacts are not adequately controlled by other SWMP components. (<i>Required</i> by February 15, 2008, S5.C.6.b)	Y			Attachment A. SWMP, p.23; Attachment B4. 2010-2014 Surface Water Capital Improvement Program Summary.
34	Attached (as part of each annual update to the SWMP in Section VII.A or as part of the Program Evaluation and Other Activities narrative in Section VII.B) updated information required under S5.C.6.b about the Structural Stormwater Control Program. This information must include a prioritized list/description of planned structural stormwater control projects scheduled for implementation during the term of this permit, a description of how the selected projects comply with AKART and MEP requirements, responses to Ecology concerns (if applicable), and all other required information as described in S5.C.6.b.ii and iii. (<i>Required</i> by February 15, 2008, S5.C.6.b)	Y			Attachment B4. 2010-2014 Surface Water Capital Improvement Program Summary.
35	Currently implementing Structural Stormwater Control Program. (<i>Required</i> by August 15, 2008, S5.C.6.b.i)	Y		This requirement is met by implementation of the Surface Water Capital Improvement Program.	Attachment A. SWMP, p.23; Attachment B4. 2010-2014 Surface Water Capital Improvement Program Summary.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
S5.C.7 Source Control Program for Existing Development					
36	Submitted draft enforceable document(s), such as an ordinance, and proposed Source Control Program, which address requirements in S5.C.7.a and S5.C.7.b, to Ecology for review and approval on the date listed in the <i>Comments</i> field. (<i>Required</i> February 15, 2008, S5.C.7.b.i)	Y		References to the applicable ordinances in Tacoma Municipal Code Section 12.08 was submitted to Ecology for review and approval on February 13, 2008.	Attachment A. SWMP, p.25.
37	Adopted the enforceable document(s), such as an ordinance, on the date listed in the <i>Comments</i> field. (<i>Required</i> August 15, 2008, S5.C.7.b.i)	Y		The Tacoma Municipal Code Section 12.08 in effect on August 15, 2008 already had sufficient mechanisms to take appropriate enforcement actions for stormwater quality violations. The most recent Tacoma Municipal Code Section 12.08 revision approved October, 2008 maintains those mechanisms.	Attachment A. SWMP, p.26.
37a	Began enforcing Source Control Program on the date listed in the <i>Comments</i> field. (<i>Required</i> August 15, 2008, S5.C.7.b.i)	Y		Stormwater source control has been a component of the City's delegated wastewater pretreatment program since 1984.	Attachment A. SWMP, p.26.
38	Established an inventory or listing of land uses/businesses using the categories in Appendix 8 to identify sites that are potentially pollution generating. (<i>Required</i> August 15, 2008, S5.C.7.b.ii)	Y		An inventory of potential stormwater pollution generating sites for source control inspections has been developed and includes 4,907 commercial/business facilities and 1,401 multi-family facilities.	Attachment A. SWMP, p.27.
39	Periodically updated the inventory or listing of land uses/businesses using the categories in Appendix 8, as required in S5.C.7.b.ii.	Y		The City of Tacoma is using "door to door" source control inspections and a wastewater and stormwater survey attached to annual business license renewal forms to update this list. In addition to source control inspections, all Pollution Complaint responses (inspections, spill response, complaints, sanitary sewer overflows) are investigated promptly and will be used to identify other pollutant generating sources.	Attachment A. SWMP, p.27.
40	Implemented a program to respond to complaints and to identify other pollutant generating sources, such as mobile or home-based businesses. (<i>Required</i> August 15, 2008, S5.C.7.b.ii)	Y		See Comment 39.	Attachment A. SWMP, p.27.
41	Began implementing an audit/inspection program for sites identified pursuant to S5.C.7.b.ii. (<i>Required</i> February 15, 2009, S5.C.7.b.iii)	Y		The existing inspection program includes all sites identified by the inventory described in permit section S5.C.7.b.ii.	Attachment A. SWMP, p.28.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
41a	Number of sites that were provided with information about activities that may generate pollutants and associated source control requirements:		2895	The total recorded number of business inspections (2209) and complaint/spills (686) was 2895 during 2009 (not including follow-up visits). City staff educates and provides literature (when appropriate) during all inspections and complaint/spill response contacts with businesses and citizens.	
42	During the reporting period, inspected 20% of identified sites in the audit/inspection program established in S5.C.7.b.ii. (<i>Required</i> to begin by February 15, 2009, report beginning with the third year Annual Report for 2009, S5.C.7.b.iii)	Y		In 2009, number of business inspections constituted 35% of the number of identified potential pollution generating sites.	Attachment A. SWMP, p.28.
43	During the reporting period, inspected 100% of sites identified through legitimate complaints. (<i>Required</i> to begin by February 15, 2009, report beginning with the third year Annual Report for 2009, S5.C.7.b.iii)	Y			Attachment A. SWMP, p.28.
43a	Number of sites identified through legitimate complaints:		686	The total number of complaints and spills on record during 2009 was 686.	
43b	Number of sites inspected:		686	Number of complaints inspected was 686.	
44	Began implementing a progressive enforcement policy to require sites to come into compliance with stormwater requirements. (Required beginning February 15, 2009, S5.C.7.b.iv) List nature of enforcement actions in <i>Comments</i> field. (S9.E.2.d)	Y		Progressive enforcement for stormwater requirements has been place in the form of Municipal Code 12.08 since 1994. Incremental enforcement actions include: Surface Water Field Inspection Reports with corrective actions, compliance letters, Notices of Violation and civil penalties.	Attachment A. SWMP, p.29.
44a	Number of follow-up actions taken:		641	The number of follow-up actions on record during 2009 was 641 including 407 follow-up business inspections and 234 follow-ups to complaints.	
44b	Number of further enforcement actions taken:		623	The total number of enforcement actions includes 622 level 1 enforcement letters and 1 Notice of Violation.	
45	Contacted Ecology immediately upon discovering a source control violation that presented a severe threat to human health or the environment. (S5.C.7.b.iv and/or G3.)	Y			Attachment A. SWMP, p.29.
45a	Number of violations reported to Ecology:		59	The number of violations reported to Ecology during 2009 included 46 complaints and 13 business inspections.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
46	Y			Attachment A. SWMP, p.29.
46a		0	No complaints or business inspections were referred to Ecology for assistance.	
47	Y		This requirement has been met by the current Source Control Program. The training program will be documented to maintain a list of trained staff.	Attachment A. SWMP, p.29.
S5.C.8 Illicit Connections and Illicit Discharge Detection and Elimination (IDDE) Program				
48	Y			Attachment A. SWMP, p.30.
49	Y			Attachment A. SWMP, p.30.
50	Y		Tacoma Municipal Code 12.08.080 A & B allows persons to discharge only "unpolluted waters" into the City storm system. The City is in the process of incorporating prohibited discharge messages into our website, printed materials and other public education efforts. We also coordinate with Tacoma-Pierce County Health Department's Natural Yard Care Program.	Attachment A. SWMP, p.31.

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
51 All 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, 2008, S5.C.8.b.iii)	Y		Field staff is trained through bi-weekly training including topics such as documenting and reporting, environmental sampling, electronic filing via wireless internet service, and BMP training.	Attachment A. SWMP, p.31.
52 All municipal field staff which, as part of their normal job responsibilities might come in contact with or otherwise observe illicit connections or discharges are trained to identify illicit connections and discharges and the proper procedures for reporting and response. (<i>Required</i> by February 15, 2009, S5.C.8.b.iv)	N		As of February 15, 2009, a program to train all municipal field staff exists and is being implemented. A training video is accessible internally through our city website or available for viewing at staff meetings. Information cards and fleet vehicle windshield clings listing the phone numbers for reporting illicit discharges are being distributed to City staff. Over 200 employees have been trained. All of the estimated 2,000 municipal field staff who, as part of their normal job responsibilities might come in contact with or otherwise observe illicit connections and discharges will be trained by the end of the permit term. A G20 Notification will be submitted.	Attachment A. SWMP, p.32.
53 Provided a publicly-listed hotline or other local telephone number for water quality citizen complaints/reports. (For all except Clark County, <i>required</i> by February 15, 2007; for Clark County <i>required</i> by August 15, 2007, S5.C.8.b.v)	Y		Pollution hotline operated by Citizens for a Healthy Bay: (253)383-2429. In 2009, the hotline received approximately 60 calls.	Attachment A. SWMP, p.33.
54 <u>Cities:</u> Conveyances and outfalls within the incorporated area are prioritized for field screening and source tracing as part of the ongoing program to detect and remove illicit connections and illicit discharges. <u>Counties:</u> Conveyances and outfalls in the urban/higher density rural sub-basins are prioritized, and one rural sub-basin has been selected, for field screening and source tracing as part of the ongoing program to detect and remove illicit connections and illicit discharges. (In preparation for the 2012 deadline, S5.C.8.b.vi)	Y		Conveyances and outfalls in the City have been prioritized for field screening and source tracing based on presence of sensitive areas, stormwater and sanitary sewer system age and criticality, and historic construction methods. A field nodal screening program focused on source tracing in sub-basins directly upstream of stormwater outfalls is planned for 2010.	Attachment A. SWMP, p.33.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
55	<p><u>Cities:</u> Completed field screening of 60% of the conveyance systems within the incorporated area.</p> <p><u>Counties:</u> Completed field screening of 50% of the conveyance systems in urban/higher density rural sub-basins and at least 1 rural sub-basin. (Required by February 15, 2012, S5.C.8.b.vi)</p>	NA		This requirement is not yet due. In 2009, the City completed field screening of over 50% of the conveyance system within the incorporated area.	Attachment A. SWMP, p.33; Attachment B11. Map of 2009/10 Illicit Connection Field Screening Completed.
56	Upon discovery or upon receiving a report of a suspected illicit connection, initiated an investigation within 21 days. (S5.C.8.b.vii(1))	Y		As standard procedure, investigations are initiated within 24 hours responding to suspected illicit connections discovered during field activities. Field crews have been instructed to inform their supervisor immediately upon discovery.	Attachment A. SWMP, p.34.
56a	Number of investigations:		11	Eleven sites were identified with sanitary connections to the City storm system.	
57	Upon confirmation of the illicit connection, used enforcement authority to eliminate the illicit connection within 6 months. (S5.C.8.b.vii(2)) List nature of enforcement actions in <i>Comments</i> field.	Y		Enforcement procedures may include phone calls, reminder letters, follow-up inspections, warning letters, Notices of Violation, and civil penalties.	Attachment A. SWMP, p.34.
57a	Number of enforcement actions:		0	All investigations were resolved through non-enforcement actions.	
57b	Number of illicit connections eliminated:		11	Ten of the 11 illicit connections were resolved in 2009. The final illicit connection was resolved in January, 2010. One previous investigation from 2008 was resolved in 2009.	
58	Contacted Ecology immediately upon discovering an illicit connection presented a severe threat to human health or the environment. (S5.C.8.b.vii(3). See also question 7 of this report.)	Y			Attachment A. SWMP, p.34.
58a	Number of illicit connections identified as presenting severe threat to human health or the environment:		11		

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
59	Referred to Ecology illicit connection(s) after making a good faith and documented effort of progressive enforcement to terminate the violation(s). (S5.C.8.b.vii(3))	Y			Attachment A. SWMP, p.34.
59a	Number of referrals to Ecology:		0	Ecology was notified of all instances of illicit connections without request for assistance.	
60	Participated in a regional emergency response program or developed and implemented procedures to investigate and response to spills and improper disposal into the MS4. (Required by August 15, 2007, S5.C.8.b.vii)	Y		The City's procedures to investigate and respond to spills and improper disposal into the MS4 are described in the SWMP.	Attachment A. SWMP, p.34.
61	Developed a program to prioritize and investigate complaints/reports or monitoring information that indicate potential illicit discharges, including spills. (Required by August 15, 2007, S5.C.8.b.viii)	Y		The City's program to prioritize and investigate complaints or monitoring information that indicate potential illicit discharges is described in the SWMP.	Attachment A. SWMP, p.34.
S5.C.9 Operation and Maintenance Program					
62	Established maintenance standards as protective, or more protective, of facility function than those specified in Chapter 4 of Volume V of the 2005 <i>Stormwater Management Manual for Western Washington</i> , and in accordance with the provisions in S5.C.9.b.i. (Required by August 15, 2008, S5.C.9.b.i)	Y			Attachment A. SWMP, p.36.

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
63 Evaluated and, if necessary, updated existing ordinances or enforceable documents requiring maintenance of all permanent stormwater treatment and flow control facilities, including catch basins, regulated by the Permittee, in accordance with maintenance standards established under S5.C.9.b.i. (<i>Required</i> by August 15, 2008, S5.C.9.b.ii(1))	Y			Attachment A. SWMP, p.37.
64 Developed and implemented an initial inspection schedule for all known, permanent stormwater treatment and flow control facilities (other than catch basins) regulated by the Permittee that involves an inspection of each facility at least once during this permit term. (<i>Required</i> by August 15, 2008, S5.C.9.b.ii(2))	Y		The City has developed an inspection schedule to provide at least one inspection within this five-year permit cycle for each known private treatment and flow control facility of the type listed in the 2005 Ecology Manual.	Attachment A. SWMP, p.37.
65 Developed and implemented an ongoing inspection schedule to annually inspect all stormwater treatment and flow control facilities (other than catch basins) regulated by the Permittee. (<i>Required</i> to begin by February 15, 2011, S5.C.9.b.ii(3))	NA		This requirement is not yet due.	Attachment A. SWMP, p.38.
66 Reduced the frequency of inspections to less than annually for stormwater treatment and flow control facilities (other than catch basins) regulated by the Permittee. Indicate in comments below if reduction is based on maintenance records or certification pursuant to S5.C.9.b.ii(3)).	NA		This requirement is not yet due.	Attachment A. SWMP, p.38.

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
67 Managing maintenance activities to inspect new permanent stormwater treatment and flow control facilities, including catch basins, in new residential developments every 6 months during period of heaviest construction to identify maintenance needs and enforce compliance. (<i>Required</i> to begin by February 15, 2009, S5.C.9.b.ii(4))	Y			Attachment A. SWMP, p.38.
68 Required cleaning of catch basins found to be out of compliance with maintenance standards under the requirements of S5.C.7 (Source Control Program) and S5.C.8 (Illicit Discharges Detection and Elimination) or as part of facilities you regulate and inspected under S5.C.9 (Operation and Maintenance Program). (S5.C.9.b.ii(6))	Y			Attachment A. SWMP, p.38.
69 Developed and implemented a program to annually inspect all permanent stormwater treatment and flow control facilities (other than catch basins) owned or operated by the Permittee and to implement appropriate maintenance action in accordance with established maintenance standards. (Implementation <i>required</i> to begin by February 15, 2009, S5.C.9.b.iii(1))	Y		We do have a program to complete annual inspections. The first round of annual inspections was completed in 2008-2009.	Attachment A. SWMP, p.39.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
70	Changed the frequency of inspection schedule to less than annually for permanent stormwater treatment and flow control facilities (other than catch basins) owned or operated by the Permittee. Indicate in comments below if reduction is based on maintenance records or certification pursuant to S5.C.9.b.iii(1).	NA		This requirement is not yet due. A less than annual inspection frequency for all City stormwater treatment and flow control facilities will be determined based on inspection records of double the length of time of the alternative inspection schedule. The alternative inspection schedule will be determined 180 days prior to the expiration of the NPDES permit and will be based on actual inspections performed during the term of the permit.	Attachment A. SWMP, p.39.
71	Implemented a program to conduct spot checks of stormwater facilities owned or operated by Permittee (other than catch basins) after major storm events, and to respond to findings, in accordance with S5.C.9.b.iii(2). (<i>Required to begin by February 15, 2009, S5.C.9.b.iii(2)</i>)	Y			Attachment A. SWMP, p.39.
72	Implemented program to annually inspect catch basins and inlets owned or operated by the Permittee in accordance with the provisions in S5.C.9.b.iv(1). (<i>Required to begin by February 15, 2009, S5.C.9.b.iv(1)</i>)	Y			Attachment A. SWMP, p.41.
73	Changed the frequency of inspection schedule to less than annually for catch basins owned or operated by the Permittee. Indicate in comments below if reduction is based on maintenance records or certification pursuant to S5.C.9.b.iv(2).	N		Inspections are performed annually.	Attachment A. SWMP, p.41.

Question	Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
74	Decant water from catch basin cleaning activities is disposed of in accordance with the requirements in Appendix 6. (Required by February 15, 2009, S5.C.9.b.iv(3))	Y		Attachment A. SWMP, p.41.
75	Attached (as part of the Program Evaluation and Other Activities narrative in Section VII.B) a summary of maintenance or repair activities conducted by the Permittee requiring capital construction of \$25,000 or more. (Required annually beginning with third annual report/for calendar year 2009,	Y	During 2009, the City completed an emergency storm sewer force main repair at S. 35th and Lawrence Street. A project description is included as Attachment B7.2	Attachment A. SWMP, p.41. Attachment B7.2 2008 Facility maintenance or repair requiring capital construction of \$25,000.
76	Established practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or operated by the Permittee, and road maintenance activities listed in S5.C.9.b.vi conducted by the Permittee. (Required by February 15, 2008, S5.C.9.b.vi)	Y		Attachment A. SWMP, p.42. Attachment B12. Regional Road Maintenance ESA Program Quarterly Reports for 2009.
77	Implemented the established practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or operated by the Permittee, and road maintenance activities listed in S5.C.9.b.vi conducted by the Permittee. (Required by August 15, 2008, S5.C.9.b.vi)	Y		Attachment A. SWMP, p.42. Attachment B12. Regional Road Maintenance ESA Program Quarterly Reports for 2009.

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
78	Established and implemented policies and procedures, which address activities and lands listed in S5.C.9.b.vii, to reduce pollutants in discharges from lands owned or maintained by the Permittee. (Required by August 15, 2008, S5.C.9.b.vii)	Y			Attachment A. SWMP, p.43. Attachment B12. Regional Road Maintenance ESA Program Quarterly Reports for 2009.
79	Developed and implemented an ongoing training program for Permittee employees with primary construction, operations or maintenance job functions that could impact stormwater quality (Required by February 15, 2009, S5.C.9.b.viii.)	Y			Attachment A. SWMP, p.44.
80	Developed and implemented Stormwater Pollution Prevention Plan(s) 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 covered under another Ecology-issued stormwater discharge permit. (Required by February 15, 2009, S5.C.9.b.xi)	Y		One facility has been identified that meets these criteria, Public Works Fleet Operations – Maintenance Facility. A Stormwater Pollution Prevention Plan (SWPPP) for this facility has been developed and implemented. As we continue the process of inspecting and evaluating all City-owned facilities for surface water and wastewater impacts, additional City-owned facilities requiring SWPPPs are being identified, and SWPPPs for those facilities are being developed, as required.	Attachment A. SWMP, p.45.

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
	S5.C.10 Education and Outreach Program				
81	Implemented or participated in an education and outreach program designed to achieve measurable improvements in understanding of the problem and associated solutions for the target audiences listed in S5.C.10.b. <i>(Required by February 15, 2008, S5.C.10.b.i)</i>	Y			Attachment A. SWMP, p.47; Attachment B13. Examples of Education and Outreach Publications distributed during 2009.
82	Implemented or participated in an effort to measure understanding and adoption of the targeted behaviors by at least one target audience in at least one subject area <i>(Required to begin February 15, 2008, S5.C.10.b.ii)</i>	Y		During 2009, City of Tacoma administered an Environmental Services Customer Satisfaction Phone Survey which included questions regarding surface water and stormwater issues. Tacoma also participated in the Pierce County Public Works and Utilities "Stormwater Runoff: Public Attitudes, Awareness and Behavior" with draft report results completed in February of 2009. A summary of the survey results is included in Attachment B14.	Attachment A. SWMP, p.52; Attachment B14. Summary, Measurement and Assessment of Education and Outreach Programs.

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
S7. Compliance with Total Maximum Daily Load Requirements				
83 Is there a Total Maximum Daily Load (TMDL) listed in Appendix 2 applicable to you? (S7)	N			
84 Attached (as part of the Program Evaluation and Other Activities narrative in Section VII.B) a summary of the status of TMDL implementation activities conducted by the Permittee, and/or on behalf of the Permittee, including as applicable: <ul style="list-style-type: none"> • How TMDL-related activities are incorporated into the SWMP or other permit requirements, such as monitoring • Any lists or inventories required • Description of inspections, including total number of sites targeted and number of inspections conducted • Any specific deadlines or milestones reached in the reporting term and associated dates • Selected monitoring and implementation approaches, where options are described in Appendix 2 • Other information necessary to provide a summary of the TMDL implementation status and any associated monitoring(S7.A and 	NA		This requirement does not apply.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable	
85	If applicable, complied with the specific requirements identified in Appendix 2. (S7.A)	NA		This requirement does not apply.	
S8. Monitoring					
86	During the reporting period, stormwater monitoring studies involving the Permittee's MS4 were conducted by the Permittee, on behalf of the Permittee, or were reported to the Permittee and attached (as part of the Program Evaluation and Other Activities narrative in Section VII.B) is a brief description of the type of information gathered or received. (S8.B.1)	Y			Attachment B6. 2009 Tacoma Stormwater Monitoring Studies.
General Conditions					
87	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20)	NA		This requirement does not apply.	
88	Notified Ecology in cases where the Permittee becomes aware of a discharge into or from the Permittee's MS4 which could constitute a threat to human health, welfare, or the environment? (G3)	Y		See answers to questions #45 and #58.	
88a	Took appropriate action to correct or minimize discharges into or from the Permittee's MS4 which could constitute a threat to human health, welfare, or the environment? (G3)	Y		See answers to questions #44, #57 and #60.	
S9. Low Impact Development (LID) Reporting					
89	Attached (as part of the Program Evaluation and Other Activities narrative in Section VII.B) a summary of barriers to implementation of Low Impact Development, and any actions taken to remove the barriers (S9.E.10).	Y			Attachment B9. Summary of Barriers to Implementation of Low Impact Development (LID).

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
90 Attached (As part of the Program Evaluation and Other Activities narrative in Section VII.B) a summary of the extent to which basin or watershed planning is being conducted in the Permittee's jurisdiction, either voluntarily, or pursuant to the Growth Management Act or any other requirement (S9.E.11).	N		No known basin or watershed planning is currently being conducted.	
91 Attached (As part of the Program Evaluation and Other Activities narrative in Section VII.B) identified areas for potential basin or watershed planning that can incorporate development strategies as a water quality management tool to protect aquatic resources. This reporting requirement is due only in the Annual Report for calendar year 2010 (S9.E.12).	NA		This requirement is not yet due.	

REMINDER: Save your work as you go. Did you answer each question, provide necessary background information in the # and/or *Comments* field, and attach and/or note the filename and page number of all required documentation in the *Attachment* field? Proceed to the Attachments (**Section VII**) tab next.

VII. Annual Report Attachments

A. Annual Update of Stormwater Management Program Document (S5.A.1 and S9.E)

The 2010 Stormwater Management Program is attached.

B. Program Evaluation and Other Activities Narrative

Attachments to supplement the Annual Report Form are included as noted below. The Table of Contents identifies 14 chapters.

Table of Contents

1. If applicable, notification of any changes to authorization pursuant to G19.C (S9.E.9).

Not Applicable.

2. If applicable, a summary of any actions taken pursuant to S4.F (S9.E.3).

See Attachment B2. Summary of Actions Taken Pursuant to Permit Section S4F and Attachment C. Thea Foss and Wheeler-Osgood Waterways 2009 Source Control and Water Year 2009 Stormwater Monitoring Report.

3. Assessment of the appropriateness of your program design and/or specific BMPs identified for each component of the SWMP, including any changes made or anticipated to be made, and why (S9.E.6 and S8.B.2).

3.1 Public Involvement and Participation

3.2 Controlling Runoff from New Development, Redevelopment and Construction Sites

3.3 Structural Stormwater Controls

3.4 Source Control Program for Existing Development

3.5 Illicit Connections and Illicit Discharges Detection and Elimination

3.6 Operation and Maintenance Program

3.7 Education and Outreach Program

See Attachment B3. City of Tacoma Stormwater Management Program Assessment

4. Updated information required under S5.C.6.b about the Structural Stormwater Control Program (if not provided in the annual SWMP update in Section VII.A)

See Attachment B4. 2010-2014 Surface Water Capital Improvement Program Summary

5. Summary of actions taken to comply with applicable TMDL requirements (S9.E.4).

Not Applicable.

6. Brief description of any stormwater monitoring studies not part of your Annual Stormwater Monitoring Report involving your MS4 in accordance with S8.B.1 (S9.E.6).

See Attachment B6. Brief description of stormwater monitoring studies not part of Tacoma's Annual Stormwater Monitoring Report

7. Operations and Maintenance Records, if applicable

See Attachment B7. 2009 City Storm System Maintenance Activity Report.

7.1 Justification of reduced inspection frequency, including records if applicable, pursuant to S5.C.9.b.ii(3), S5.C.9.b.iii(1) and S5.C.9.b.iv(2).

[Not Applicable.](#)

7.2 Information pertaining to stormwater facility maintenance or repair requiring capital construction of \$25,000 or more (S5.C.9.b.v). This information may be presented in a summary table and, when the maintenance or repair has not yet been completed, should include an estimated cost and an estimated completion date

[See Attachment B7_2 - Facility maintenance or repair requiring capital construction of \\$25,000.](#)

8. Notification of any annexations, incorporations or jurisdictional boundary changes in the geographic area of coverage during the reporting period, and implications for the SWMP (S9.E.8), if applicable.

[Not Applicable.](#)

9. Summaries of Low Impact Development (LID) reporting requirements pursuant to S9.E.10, S9.E.11 and S9.E.12.

[See Attachment B9. Summary of Barriers to Implementation of Low Impact Development.](#)

10. City of Tacoma Separate Storm Sewer System (MS4) Maps.

11. Map of 2009/10 Illicit Connection Field Screening Completed.

12. Regional Road Maintenance ESA Program Quarterly Reports for 2009.

13. Examples of Education and Outreach Publications distributed during 2009.

14. Summary, Measurement and Assessment of Education and Outreach Programs.

C. Thea Foss and Wheeler-Osgood Waterways 2009 Source Control and Water Year 2009 Stormwater Monitoring Report

VIII. Annual Stormwater Monitoring Report (S8.H and S9.E.5)

According to S8.H, collaborative permittees (King County, Pierce County, City of Tacoma and Clark County) are required to submit a Stormwater Monitoring report beginning with the 2010 Annual Report due March 31, 2011.