

I. Permittee Information	
Permittee Name City of Newcastle	Permittee Coverage Number WAR04-5533
Contact Name Jed Gonzales	Phone Number 425.649.4444 x111
Mailing Address 13020 Newcastle Way	
City Newcastle	State Zip + 4 WA 98059
Email Address jedg@ci.newcastle.wa.us	

II. Regulated Small MS4 Location							
Jurisdiction Newcastle	Entity Type: Check the box that applies						
	<table border="1"> <thead> <tr> <th>County</th> <th>City/Town</th> <th>Other</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: center;">X</td> <td></td> </tr> </tbody> </table>	County	City/Town	Other		X	
County	City/Town	Other					
	X						
Major Receiving Water(s) Lake Washington, Coal Creek and May Creek							

III. Relying on another Governmental Entity	
<p>If you are relying on another governmental entity to satisfy one or more of the permit obligations, list the entity and briefly describe the permit obligation(s) they are implementing on your behalf below. <i>Attach a copy of your agreement with the other entity to provide additional detail.</i></p>	
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 <u>John F. Starbuck</u>	Title <u>City Manager</u>	Date <u>03/26/09</u>
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____
Name _____	Title _____	Date _____

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

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

NOTE: Items that have future compliance dates must still be answered to indicate status.

NOTE: Highlighted questions indicate permit requirements that are due for calendar year 2008.

NOTE: For clarification on how to answer questions, place cursor over cells with red flags.

PLEASE review your work for completeness and accuracy. Save this worksheet as you go!

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
1.	Attached annual written update of Permittee's Stormwater Management Program (SWMP), including applicable requirements under S5.A.2 and S9?	Y			2009 SWMP
2.	Attached a copy of any annexations, incorporations or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period, and implications for the SWMP as per S9.E.3?	NA			
3.	Implemented an ongoing program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation and permit compliance and to set priorities? (S5.A.3)	Y			
4.	Began tracking costs or estimated costs of the development and implementation of the SWMP? (<i>Required</i> no later than January 1, 2009, S5.A.3.a)	NA		Requirement not yet due. However, the City is beginning to track this item.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
5.	SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? (<i>Required to begin</i> by February 15, 2009, S5.C.1)	NA		Requirement not yet due.	
6.	Distributed appropriate information to target audiences identified in the area served by the MS4? (<i>Required to begin</i> by February 15, 2009, S5.C.1.a)	Y		Performed public outreach October 2008 with volunteer local girl scout troop. Installed storm drain markers. See website.	http://www.ci.newcastle.wa.us/ch_cds_public_works.asp
6b.	Please mark a Y next to audiences targeted in Y/N/NA box:	y			
i	General Public	Y		Storm drain markers. See website.	http://www.ci.newcastle.wa.us/ch_cds_public_works.asp
ii	Home-based business	NA		Requirement not yet due.	
iii	Elected officials	NA		Requirement not yet due.	
iv	Developers	NA		Requirement not yet due.	
v	Contractors	NA		Requirement not yet due.	
vi	Permittee Employees	NA		Requirement not yet due.	
vii	Residents	NA		Requirement not yet due.	
viii	Businesses	NA		Requirement not yet due.	
ix	Policy makers	NA		Requirement not yet due.	
x	Engineers	NA		Requirement not yet due.	
xi	Property managers	NA		Requirement not yet due.	
xii	Homeowners	NA		Requirement not yet due.	
xiii	Mobile businesses	NA		Requirement not yet due.	
xiv	Industries	NA		Requirement not yet due.	
xv	Landscapers	NA		Requirement not yet due.	
xvi	Planning Staff	NA		Requirement not yet due.	
7.	Tracked the types of public education and outreach activities implemented. (<i>Required to begin</i> by February 15, 2009, S5.C.1.c)	Y		Beginning to track outreach activities implemented.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
7b.	Number of activities implemented:		1		
8.	Measured the understanding and adoption of the targeted behaviors among targeted audiences. (<i>Required to begin</i> by February 15, 2009, S5.C.1.b)	NA		Requirement not yet due.	
9.	Provided opportunities for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP? (<i>Required</i> by February 15, 2008, S5.C.2.a)	Y		City released SWMP Participation Memo Feb. 2008 on the City's website and Newcastle News. The process established to obtain comments are by email, in writing, by phone, or public comment at public meetings.	
10.	Developed and implemented a process for public involvement and consideration of public comments on the SWMP? (<i>Required</i> by February 15, 2008, S5.C.2.a)	Y		Comments will be accepted by email, in writing, by phone, or public comment at public meetings.	
11.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y		Available to public via city website and/or at City Hall.	
12.	Posted the SWMP and latest annual report on your website. (S5.C.2.b)	Y			
12b.	NOTE website address in <i>Attachment</i> field:				http://www.ci.newcastle.wa.us/ch_cds_public_works.asp
13.	Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee's MS4? (<i>Required</i> August 19, 2011, S5.C.3)	NA		Requirement not yet due.	
14.	Developed and currently maintain a map of your MS4? (<i>Required</i> by February 15, 2011, S5.C.3.a)	Y		City continues to update.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
14b. Initiated a program to develop and maintain a map of all connections to the MS4 authorized or allowed by the Permittee after the Permit effective date? (S5.C.3.a.ii)	Y		City continues to update.	
15. Map shows the location of all known municipal separate storm sewer outfalls, receiving waters and structural stormwater BMPs owned, operated, or maintained by the Permittee? (<i>Required</i> by February 15, 2011, S5.C.3.a.i)	NA		Requirement not yet due. Currently being updated.	
16. Map shows all storm sewer outfalls with a 24 inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems and includes tributary conveyances, associated drainage areas and land use? (<i>Required</i> by February 15, 2011, S5.C.3.a.i)	NA		Requirement not yet due. Map to be updated to include outfalls, drainage basins and land use.	
17. Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? (<i>Required</i> by February 15, 2011, S5.C.3.a.iii)	NA		Requirement not yet due. Map to be updated.	
18. Map has been made available upon request? (S5.C.3.a.iv)	NA		Requirement not yet due.	
19. Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illegal discharges, and/or dumping into the Permittee's MS4? (<i>Required</i> by August 15, 2009, S5.C.3.b)	NA		Requirement not yet due. Currently in development.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
20.	Developed and implemented an ongoing program to detect and address non-stormwater discharges, spills, illicit connections and illegal dumping into the Permittee's MS4? (<i>Required</i> by August 19, 2011, S5.C.3.c)	NA		Requirement not yet due.	
21.	Developed procedures for locating priority areas likely to have illicit discharges, including at a minimum: evaluating land uses and associated business/industrial activities present; areas where complaints have been registered in the past; and areas with storage of large quantities of materials that could result in spills? (<i>Required</i> by August 19, 2011, S5.C.3.c.i)	NA		Requirement not yet due.	
22.	Implemented field assessment activities, including visual inspection of priority outfalls identified during dry weather, and for the purposes of verifying outfall locations, identified previously unknown outfalls, and detected illicit discharges? (<i>Required</i> by August 19, 2011, S5.C.3.c.ii)	NA		Requirement not yet due. Currently perform visual observation. Currently developing formalized process.	
23.	Prioritized receiving waters for visual inspection? (<i>Required</i> by February 15, 2010, S5.C.3.c.ii)	NA		Requirement not yet due.	
24.	Conducted field assessments for three high priority water bodies? (<i>Required</i> by February 15, 2011, S5.C.3.c.ii)	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
25.	Conducted field assessments on at least one high priority water body? (<i>Required</i> annually after February 15, 2011, S5.C.3.c.ii)	NA		Requirement not yet due.	
26.	Developed and implemented procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee? (<i>Required</i> by August 19, 2011, S5.C.3.c.iii)	NA		Requirement not yet due.	
27.	Developed and implemented procedures for tracing the source of an illicit discharge; including visual inspections, and when necessary, opening manholes, using mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures? (<i>Required</i> by August 19, 2011, S5.C.3.c.iv)	NA		Requirement not yet due.	
28.	Developed and implemented procedures for removing the source of the discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated? (<i>Required</i> by August 19, 2011, S5.C.3.c.v.)	NA		Requirement not yet due.	
29.	Informed public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste? (<i>Required</i> by August 19, 2011, S5.C.3.d)	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? <i>(Required by August 19, 2011, S5.C.3.d.i)</i>	NA		Requirement not yet due.	
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? <i>(Required by February 15, 2009, S5.C.3.d.ii)</i>	Y			
31b.	Number of hotline calls received:		0		
31c.	Number of follow-up actions taken in response to calls:		0		
32	Tracked the number and type of spills? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA		Requirement not yet due.	
32b.	Number of spills:		0		
33	Tracked the number of illicit discharges identified? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA		Requirement not yet due.	
33b.	Number of illicit discharges identified:		0		
34	Tracked the number of inspections made for illicit connections? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA		Requirement not yet due.	
34b.	Number of inspections:		0		
35	Received feedback from IDDE public education efforts? <i>(Required by August 19, 2011, S5.C.3.e)</i>	NA		Requirement not yet due.	
36	Attached report on IDDE public education efforts? <i>(Required by August 19, 2011, S5.C.3.d, S5.C.3.e)</i>	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
37	Municipal field staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, improper disposal and illicit connections are trained to conduct these activities? (<i>Required</i> by August 15, 2009, S5.C.3.f.i)	NA		Requirement not yet due.	
37b.	Number of trainings provided:		0		
37c.	Number of staff trained:		0		
38	Provided follow-up training as needed to address changes in procedures, techniques or requirements? (<i>Required</i> by August 15, 2009, S5.C.3.f.i)	NA		Requirement not yet due.	
38b.	Number of trainings provided:		0		
38c.	Number of staff trained:		0		
39	Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? (<i>Required</i> by February 15, 2010, S5.C.3.f.ii.)	NA		Requirement not yet due.	
39b.	Number of trainings provided:		0		
39c.	Number of staff trained:		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
40	Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? (<i>Required</i> by August 15, 2009, S5.C.4)	NA		Requirement not yet due. Current city policies are being evaluated and revised to adhere to the permit. Existing program requires full compliance with the 1998 KCSWDM. The city plans to adopt the latest KCSWDM that gains equivalency from Ecology. LID components will be included.	
41	Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (<i>Required</i> by August 15, 2009, S5.C.4)	NA		Requirement not yet due. Currently, the City requires developers to meet 1998 KCSWDM. The City informs developers of DOE General Permits.	
42	Applied stormwater runoff program to private and public development, including roads? (<i>Required</i> by August 15, 2009, S5.C.4)	NA		Requirement not yet due.	
43	Applied the Technical Thresholds in Appendix 1 to all sites 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (<i>Required</i> by August 15, 2009, S5.C.4)	NA		Requirement not yet due. Currently in development. Existing program requires full compliance with the 1998 KCSWDM. The city plans to adopt the latest KCSWDM that gains equivalency from Ecology. LID components will be included.	
44	Adopted and implemented regulatory mechanism (such as an ordinance) necessary to address run-off from new development, redevelopment and construction site activities? (<i>Required</i> by August 15, 2009, S5.C.4.a)	NA		Requirement not yet due. Currently in development.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
45	Retained existing local requirements to apply stormwater controls at smaller sites or at lower thresholds than required pursuant to S5.C.4? (S5.A.4)	Y		Existing program requires full compliance with the 1998 KCSWDM. The city plans to adopt the latest KCSWDM that gains equivalency from Ecology.	
46	The ordinance or other enforceable mechanism includes the minimum requirements, technical thresholds, and definitions in Appendix 1 (or an equivalent approved by Ecology under the NPDES Phase I Municipal Stormwater Permit) for new development, redevelopment, and construction sites? (<i>Required</i> by August 15, 2009, S5.C.4.a.i)	NA		Requirement not yet due. Currently in development.	
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? (<i>Required</i> by August 15, 2009, S5.C.4.a.i., and Section 6 of Appendix 1)	NA		Requirement not yet due. Currently in development.	
48	Were exceptions or variances to the minimum requirements in Appendix 1 granted? (<i>Required</i> by August 15, 2009, S5.C.4.a.i., and Section 6 of Appendix 1)	NA		Requirement not yet due.	
48b.	If so, how many were granted?		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
49	The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? (<i>Required</i> by August 15, 2009, S5.C.4.a.ii)	NA		Requirement not yet due. Currently in development.	
49b.	Cite documentation to meet this requirement in <i>Attachment</i> field:	Y		Requirement not yet due. Currently in development.	
50	The ordinance or other enforceable mechanism provides the legal authority, through the approval process for new development, to inspect private stormwater facilities that discharge to the Permittee's MS4? (<i>Required</i> by August 15, 2009, S5.C.4.a.iii)	NA		Requirement not yet due. Currently in development.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
51	The ordinance or other enforceable mechanism allows non-structural preventive actions and source reduction approaches such as Low Impact Development (LID) Techniques to minimize the creation of impervious surfaces and minimize the disturbance of native soils and vegetation? (<i>Required</i> by August 15, 2009, S5.C.4.a.iv)	NA		Requirement not yet due. Currently in development.	
52	If the ordinance or regulatory mechanism allows construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2, does it include appropriate, escalating enforcement sanctions for construction sites that provide notice to the Permittee of their intention to apply the waiver but do not meet the requirements (including timeframe restrictions, limits on activities that result in non-stormwater discharges, and implementation of appropriate BMPs to prevent violations of water quality standards) to qualify for the waiver? (If waiver is allowed, the qualification is <i>required</i> by August 15, 2009, S5.C.4.a.v)	NA		Requirement not yet due.	
53	Developed and implemented a permitting process to address runoff from new development, redevelopment and construction site activities with plan review, inspection, and enforcement capability? (<i>Required</i> by August 15, 2009, S5.C.4.b)	NA		Requirement not yet due. Currently developing formalized process.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
54	Applied permitting process to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? (<i>Required</i> by August 15, 2009, S5.C.4.b)	Y		Currently updating process. Existing program requires full compliance with the 1998 KCSWDM. The city plans to adopt the latest KCSWDM that gains equivalency from Ecology.	
55	Reviewed Stormwater Site Plans for new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.i)	Y			
55b.	Number of site plans reviewed during the reporting period:		0	Requirement not yet due. Beginning to track stormwater site plans reviewed	
56	Inspected, prior to clearing and construction, all known development sites that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 Determining Construction Site Sediment Potential ? (<i>Required</i> by August 15, 2009, S5.C.4.b.ii)	NA		Requirement not yet due. Appendix 7 was not used, but all sites are inspected on a regular basis.	
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		0	Requirement not yet due. Not yet tracked.	
57	Inspected construction-phase stormwater controls at all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? (<i>Required</i> by August 15, 2009, S5.C.4.b.iii)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
57b.	Number of sites inspected during the construction phase for the reporting period:		0	Requirement not yet due. Beginning to track sites in construction phase.	
58	Enforced as necessary based on the inspection at new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.iii)	NA		Requirement not yet due.	
58b.	Number of enforcement actions taken during the reporting period:		0	Requirement not yet due. Beginning to track number of enforcement actions taken.	
59	Inspected qualifying permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv and v)	NA		Requirement not yet due.	
59b.	Number of qualifying sites known during the reporting period:		0	Requirement not yet due. Beginning to track.	
59c.	Number of qualifying sites inspected during the reporting period:		0	Requirement not yet due. Beginning to track.	
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv)	NA		Requirement not yet due. Currently, the City requires maintenance plans for appropriate projects.	
61	Enforced regulations as necessary based on the inspection? (<i>Required</i> by August 15, 2009, S5.C.4.b.iv)	NA		Requirement not yet due.	
61b.	Number of enforcement actions taken during the reporting period:		0	Requirement not yet due. Beginning to track.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? (<i>Required</i> by August 15, 2009, S5.C.4.b.vi)	NA		Requirement not yet due. Currently in development.	
63	Did the Permittee choose to allow construction sites to apply the Erosivity Waiver in Appendix 1, Minimum Requirement #2? (S5.C.4.b.vii)	NA		Requirement not yet due.	
63b.	If yes, how many waivers were allowed ?		0		
64	Developed and implemented a long-term operation and maintenance (O&M) program for post-construction stormwater facilities and BMPs? (<i>Required</i> by August 15, 2009, S5.C.4.c)	NA		Requirement not yet due.	
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (<i>Required</i> by August 15, 2009, S5.C.4.c.i)	NA		Requirement not yet due. Currently in development.	
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (<i>Required</i> by August 15, 2009, S5.C.4.c)	NA		Requirement not yet due.	
66b.	Number of sites inspected during the reporting period:		0	Requirement not yet due.	
66c.	Number of structural BMPs inspected during the reporting period:		0	Requirement not yet due.	
66d.	Number of enforcement actions taken during the reporting period:		0	Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
67	Established maintenance standards that are as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 Stormwater Management Manual for Western Washington ? (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	NA		Requirement not yet due. Currently in development. Existing program requires full compliance with the 1998 KCSWDM. The city plans to adopt the latest KCSWDM that gains equivalency from Ecology.	
68	Performed timely maintenance as per S5.C.4.c.ii? (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	NA		Requirement not yet due.	
68b.	Attached documentation of any maintenance delays. (<i>Required</i> by August 15, 2009, S5.C.4.c.ii)	NA		Requirement not yet due.	
69	Annually inspected all stormwater treatment and flow control facilities (other than catch basins) permitted by the Permittee according to S5.C.4.b. unless there are maintenance records to justify a different frequency? (<i>Required</i> by August 15, 2009, S5.C.4.c.iii)	NA		Requirement not yet due. Stormwater treatment and flow control other than catch basins are regularly inspected. Currently developing formalized process.	
70	If using reduced inspection frequency, Attached documentation as per S5.C.4.c.iii? (<i>Required</i> by August 15, 2009, S5.C.4.c.iii)	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
71	Inspected all new stormwater treatment and flow control facilities owned or operated, including catch basins, for new residential developments that are a part of a larger common plan of development or sale, every 6 months during the period of heaviest house construction (i.e., 1 to 2 years following subdivision approval) to identify maintenance needs and enforce compliance with maintenance standards as needed? (<i>Required</i> by August 15, 2009, S5.C.4.c.iv)	NA		Requirement not yet due.	
71b.	Number of facilities inspected during the reporting period:		0		
72	Implemented a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, other enforcement records, maintenance inspections and maintenance activities? (<i>Required</i> by August 15, 2009, S5.C.4.d)	NA		Requirement not yet due.	
73	Provided copies of the Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity to representatives of proposed new development and redevelopment? (S5.C.4.e)	Y		City provides NOI to applicants. This information is also available on the city's website under Stormwater Management Program.	http://www.ci.newcastle.wa.us/ch_cds_public_works.asp

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
74	All staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement were trained to conduct these activities? (<i>Required</i> by August 15, 2009, S5.C.4.f)	Y			
74b.	Number of trainings provided:		1		
74c.	Number of staff trained:		1		
75	Developed and implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (<i>Required</i> by February 15, 2010, S5.C.5)	NA		Requirement not yet due. Currently in development.	
76	Adopted maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the 2005 <i>Stormwater Management Manual for Western Washington</i> ? (<i>Required</i> by February 15, 2010, S5.C.5.a)	NA		Requirement not yet due. Currently, the City utilizes the 1998 KCSWDM for maintenance standards. The city plans to adopt the latest KCSWDM that gains equivalency from Ecology.	
77	Performed timely maintenance as per S5.C.5.a.ii? (<i>Required</i> by February 15, 2010, S5.C.5.a.ii)	NA		Requirement not yet due.	
77b.	Attached documentation of any maintenance delays. (<i>Required</i> by February 15, 2010, S5.C.5.a.ii)	NA		Requirement not yet due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
78	Annually inspected and maintained all stormwater treatment and flow control facilities (other than catch basins)? (<i>Required</i> by February 15, 2010, S5.C.4.c.iii)	NA		Inspection taking place. Currently developing formalized proces.	
78b.	Number of known facilities:		163		
78c.	Number of facilities inspected during the reporting period:		0	Requirement not yet due. Beginning to track.	
79	If using reduced inspection frequency, Attached documentation as per S5.C.5.a.ii? (<i>Required</i> by February 15, 2010, S5.C.5.b)	NA		Requirement not yet due.	
80	Conducted spot checks of stormwater facilities after major storms? (<i>Required</i> by February 15, 2010, S5.C.5.c)	Y		City conducts inspections after major storms of some facilities in addition to the regular inspections.	
80b.	Number of known facilities:		163		
80c.	Number of facilities inspected during the reporting period:		5		
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? (<i>Required</i> by February 15, 2010, S5.C.5.d)	Y			
81b.	Number of known catch basins:		2000		
81c.	Number of inspections:		500		
81d.	Number of catch basins cleaned:		500		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
82	Established and implemented practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the Permittee, and road maintenance activities conducted by the Permittee? <i>(Required by February 15, 2010, S5.C.5.f)</i>	NA		Requirement not yet due.	
83	Established and implemented policies and procedures to reduce pollutants in discharges from all lands owned or maintained by the Permittee and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities? <i>(Required by February 15, 2010, S5.C.5.g)</i>	NA		Requirement not yet due.	
84	Initiated or implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? <i>(Required by February 15, 2010, S5.C.5.h.)</i>	NA		Requirement not yet due. Currently in development.	
84b.	Number of trainings provided:		0	Requirement not yet due. Beginning to track.	
84c.	Number of staff trained:		0	Requirement not yet due. Beginning to track.	

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
85 Initiated or implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit? (<i>Required</i> by February 15, 2010, S5.C.5.i)	NA		Requirement not yet due.	
86 Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	N		No TMDL requirements apply to our MS4.	
87 Complied with the specific requirements identified in Appendix 2? (S7.A)	NA		No TMDL requirements apply to our MS4.	
88 Attached status report of TMDL implementation? (S7.A)	NA		No TMDL requirements apply to our MS4.	
89 Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	NA		No TMDL requirements apply to our MS4.	
90 Took appropriate action to correct or minimize the threat to human health or the environment or otherwise stop or correct the condition of any instances of non-compliance with any of the terms and conditions of this Permit, including discharges from the Permittee's MS4 which may cause a threat to human health or the environment? (G20.A)	NA			

Question	Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
90b. Attached a summary of the status of implementation of any actions taken pursuant to S4.F and any information from an assessment and evaluation procedures collected during the reporting period. (S4.F.2.d)	NA			
91 Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance? (G20.B)	NA			
92 Notified Ecology immediately in cases where the Permittee becomes aware of a discharge from the Permittees MS4 which may cause or contribute to an imminent threat to human health or the environment? (G20.C)	NA			

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part A for all annual reports.

NOTE: Please note in Row 1 of the table if you have no information to report.

NOTE: Please limit your entries to 255 characters per cell. You may include additional information in your Supplemental Documentation attachment and reference it below with the page number.

A. Information Collection

Briefly describe any stormwater monitoring, studies, or type of information collected and analyzed during the reporting period. (S8.B.1)	Who/how to contact for additional information?
1. No stormwater monitoring or studies conducted.	
2.	
3.	
4.	
5.	
6.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

B. SWMP Evaluation

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

Question	Y/N/NA	Comments (50 word limit)
1. Are the BMPs selected and implemented for Public Outreach appropriate to minimize pollutants in the MS4 to the MEP?	NA	
2. Are the BMPs selected and implemented for Public Involvement appropriate to minimize pollutants in the MS4 to the MEP?	NA	
3. Are the BMPs selected and implemented for Illicit Discharge Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	NA	
4. Are the BMPs selected and implemented for Construction Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	NA	
5. Are the BMPs selected and implemented for Post-Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	NA	
6. Are the BMPs selected and implemented for Good Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	NA	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part C for all annual reports.

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

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

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

	Old BMP	Old Objective	New BMP	New Objective	Justification for Change
1					
2					
3					
4					
5					
6					
7					

VII. Information Collection, BMP Evaluation, and Monitoring

D. Preparation for future, long-term monitoring

Complete section D for the fourth annual report only.

Question	Y/N/NA	Comments (50 word limit)	Name of Attachment? Page Number?
1. Identified outfalls or conveyances for long-term stormwater monitoring?	NA	Requirement not yet due. Long term monitoring plan not yet developed.	
1b. Attach site maps and descriptions. (S8.C.2.a)	y		
2. Identified at least two questions for SWMP effectiveness monitoring and developed monitoring plans? (S8.C.2.b)	NA	Requirement not yet due. Long term monitoring plan not yet developed.	
2b. Attach the proposed questions and monitoring plans for SWMP effectiveness monitoring.	y		
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	NA	Requirement not yet due. Long term monitoring plan not yet developed.	
3b. Attach a copy of the monitoring plan.	y		
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)	NA	Requirement not yet due. Long term monitoring plan not yet developed.	
4b. Attach a summary of the status of site identification for long-term stormwater monitoring; proposed questions for SWMP effectiveness monitoring; and status of developing the SWMP effectiveness monitoring plans.	y		