

# Washington Department of Ecology Electronic Submission Cover Letter



**WQWebSubmittal - Submittal Submission Id: 1607700 - 3/27/2018 12:43:55 PM**

Company Name	Signer Name	System Name
City of Milton	Mark Howlett	WQWebPortal

## Attachments:

Document Name Or Description	Document Name
Submitted Copy of Record for City of Milton	Copy of Record CityofMilton Tuesday March 27 2018
WAR045014_02062018103908	ARDOC_Q17b_Information Sharing_2017_02062018103908
WAR045014_02062018102718	ARDOC_Q8_Opportunities for Public Participation_20
WAR045014_1_02122018011810	ARDOC_Q1_SWMPP_1_02122018011810
WAR045014_5_02062018102625	ARDOC_Q5_Public Edu and Outrea_5_02062018102625
WAR045014_38b_03192018030700	Question 38b_2017 Annual Repor_38b_03192018030700

## Attestation Agreed to at Signing:

I certify I personally signed and submitted to the Department of Ecology an Electronic Signature Agreement. I understand that use of my electronic signature account/password to submit this information is equal to my written signature. I have read and followed all the rules of use in my Electronic Signature Agreement. I believe no one but me has had access to my password and other account information.

I further certify: I had the opportunity to review the content or meaning of the submittal before signing it; and to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I intend to submit this information as part of the implementation, oversight, and enforcement of a federal environmental program. I am aware there are significant penalties for submitting false information, including possible fines and imprisonment.

For Ecology Use Only



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# Water Quality Program

## Permit Submittal Electronic Certification

**Permittee:** MILTON CITY OF

**Permit Number:** WAR045014

**Site Address:** 1000 LAURAL ST  
Milton, WA 98354-0317

**Submittal Name:** MS4 Annual Report Phase II Western

**Version:** 1

**Due Date:** 3/31/2018

### Questionnaire

Number	Permit Section	Question	Answer
1	S5.A.2	Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2)	ARDOC_Q1_SWMPP_1_02122018011810
2	S9.D.5	Attach 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 per S9.D.5.	Not Applicable
3	S5.A.3	Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP.	Yes
4	S5.A.5.b	Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.5.b)	Yes
5	S5.C.1.a.i and ii	Attach description of public education and outreach efforts conducted per S5.C.1.a.i and ii.	ARDOC_Q5_Public Edu and Outrea_5_02062018102625
6	S5.C.1.b	Created stewardship opportunities (or partnered with others) to encourage resident participation in activities such as those described in S5.C.1.b.	Yes
7	S5.C.1.b	Used results of measuring the understanding and adoption of targeted behaviors among at least one audience in at least one subject area to direct education and outreach resources and evaluate changes in adoption of targeted behaviors. (Required no later than February 2, 2016, S5.C.1.b)	Yes
8	S5.C.2.a	Describe the opportunities created for the public to participate in the decision making processes involving the development, implementation and updates of the Permittee's SWMP. (S5.C.2.a)	See uploads
9	S5.C.2.b	Posted the updated SWMP Plan and latest annual report on your website no later than May 31. (S5.C.2.b)	Yes
9b	S5.C.2.b	List the website address.	www.cityofmilton.net
10	S5.C.3.a.i - vi	Maintained a map of the MS4 including the requirements listed in S5.C.3.a.i-vi.	Yes

11	S5.C.3.b.v	Implemented a compliance strategy, including informal compliance actions as well as enforcement provisions of the regulatory mechanism described in S5.C.3.b. (S5.C.3.b.v)	Yes
12	S5.C.3.b.vi	Updated, if necessary, the regulatory mechanism to effectively prohibit illicit discharges into the MS4 per S5.C.3.b.vi. (Required no later than February 2, 2018)	Not Applicable
13	S5.C.3.c.i	Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.3.c.i.	Yes
13b	S5.C.3.c.i	Cite methodology	Illicit Discharge Detection and Elimination - A guidance manual for program development and technical assessments distributed by the Center for Watershed Protection.
14	S5.C.3.c.i	Percentage of MS4 coverage area screened in reporting year per S5.C.3.c.i. (Required to screen 40% of MS4 no later than December 31, 2017 (except no later than June 30, 2018 for the City of Aberdeen) and 12% on average each year thereafter. (S5.C.3)	55
15	S5.C.3.c.ii	List the hotline telephone number for public reporting of spills and other illicit discharges. (S5.C.3.c.ii)	844-821-8911
15b	S5.C.3.c.ii	Number of hotline calls received.	5
16	S5.C.3.c.iii	Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.3.c.iii.	Yes
17	S5.C.3.c.iv	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. (S5.C.3.c.iv)	Yes
17b	S5.C.3.c.iv	Describe the information sharing actions. (S5.C.3.c.iv)	See uploads
18	S5.C.3.d	Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.3.d.	Yes
19	S5.C.3.d.iv	Number of illicit discharges, including illicit connections, eliminated during the reporting year. (S5.C.3.d.iv)	0
20	S5.C.3.d.iv	Attach a summary of actions taken to characterize, trace and eliminate each illicit discharge found by or reported to the permittee. For each illicit discharge, include a description of actions according to required timeline per S5.C.3.d.iv	Not Applicable
21	S5.C.3.e	Municipal illicit discharge detection staff are trained to conduct illicit discharge detection and elimination activities as described in S5.C.3.e.	Yes

22	S5.C.4.a	Implemented an ordinance or other enforceable mechanism to address runoff from new development, redevelopment and construction sites per the requirements of S5.C.4.a.	Yes
23b	S5.C.4.a.i-iii	Cite code reference for revised ordinance or other enforceable mechanism to address runoff from new development, redevelopment and construction sites.	MMC 13.26.180
24	S5.C.4.a.i	Number of exceptions granted to the minimum requirements in Appendix 1. (S5.C.4.a.i., and Section 6 of Appendix 1)	0
25	S5.C.4.a.i	Number of variances granted to the minimum requirements in Appendix 1. (S5.C.4.a.i., and Section 6 of Appendix 1)	0
26	S5.C.4.b.i	Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds adopted pursuant to S5.C.4.a.i. (S5.C.4.b.i)	Yes
26b	S5.C.4.b.i	Number of site plans reviewed during the reporting period.	20
27	S5.C.4.b.ii	Inspected, prior to clearing and construction, permitted 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 Damage Potential, or alternatively, inspected all construction sites meeting the minimum thresholds adopted pursuant to S5.C.4.a.i. (S5.C.4.b.ii)	Yes
27b	S5.C.4.b.ii	Number of construction sites inspected per S5.C.4.b.ii.	11
28	S5.C.4.b.iii	Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls. (S5.C.4.b.iii)	Yes
28b	S5.C.4.b.iii	Number of construction sites inspected per S5.C.4.b.iii.	17
29	S5.C.4.b.ii, iii and v	Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects). (S5.C.4.b.ii, iii and v)	11
30	S5.C.4.b.iv	Inspected all permitted development sites that meet the thresholds in S5.C.4.a.i upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. (S5.C.4.b.iv)	Yes
31	S5.C.4.b.ii-iv	Achieved at least 80% of scheduled construction-related inspections. (S5.C.4.b.ii-iv)	Yes
32	S5.C.4.b.iv	Verified a maintenance plan is completed and responsibility for maintenance is assigned for projects. (S5.C.4.b.iv)	Yes
33	S5.C.4.c	Implemented provisions to verify adequate long-term operation and maintenance (O&M) of stormwater treatment and flow control BMPs/facilities that are permitted and constructed pursuant to S5.C.4. a and b. (S5.C.4.c)	Yes

35	S5.C.4.c.iii	Annually inspected stormwater treatment and flow control BMPs/facilities per S5.C.4.c.iii.	Yes
35b	S5.C.4.c.iii	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.4.c.iii	Not Applicable
36	S5.C.4.c.iv	Inspected new residential stormwater treatment and flow control BMPs/facilities and catch basins every 6 months per S5.C.4.c.iv to identify maintenance needs and enforce compliance with maintenance standards.	Yes
37	S5.C.4.c.v	Achieved at least 80% of scheduled inspections to verify adequate long-term O&M. (S5.C.4.c.v)	Yes
38	S4.C.4.c.vi	Verified that maintenance was performed per the schedule in S5.C.4.c.vi when an inspection identified an exceedance of the maintenance standard.	Yes
38b	S5.C.4.c.vi	Attach documentation of any maintenance delays. (S5.C.4.c.vi)	Question 38b_2017 Annual Repor_38b_03192018030700
39	S5.C.4.d	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.d)	Yes
40	S5.C.4.e	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. (S5.C.4.e)	Yes
42	S5.C.4.g	Participated and cooperated with the watershed-scale stormwater planning process led by a Phase I county. (S5.C.4.g)	Not Applicable
43	S5.C.5.a	Updated and implemented maintenance standards as protective, or more protective, of facility function as those specified in Chapter 4 of Volume V of the Stormwater Management Manual for Western Washington (as amended 2014). (Required no later than December 31, 2016, except no later than June 30, 2017 for Permittees in Lewis and Cowlitz counties, and no later than June 30, 2018 for the City of Aberdeen, S5.C.5.a).	Yes
44	S5.C.5.a	Applied a maintenance standard that is not specified in the Stormwater Management Manual for Western Washington.	Not Applicable
45	S5.C.5.a.ii	Performed timely maintenance per S5.C.5.a.ii.	Yes
46	S5.C.5.b	Annually inspected all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. (S5.C.5.b)	Yes
46b	S5.C.5.b	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.5.b)	10
46c	S5.C.5.b	Number of facilities inspected during the reporting period. (S5.C.5.b)	10

46d	S5.C.5.b	Number of facilities for which maintenance was performed during the reporting period. (S5.C.5.b)	8
47	S5.C.5.b	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.5.b.	Not Applicable
48	S5.C.5.c	Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms as per S5.C.5.c.	Yes
49	S5.C.5.d	Inspected all municipally owned or operated catch basins and inlets as per S5.C.5.d, or used an alternative approach. (Required once no later than August 1, 2017 and every two years thereafter, except once no later than June 30, 2018 and every two years thereafter for the City of Aberdeen)	No
49b	S5.C.5.d	Number of known catch basins.	652
49c	S5.C.5.d	Number of catch basins inspected during the reporting period.	159
49d	S5.C.5.d	Number of catch basins cleaned during the reporting period.	159
50	S5.C.5.d.i-ii	Attach documentation of alternative catch basin cleaning approach, if used. (S5.C.5.d.i or ii)	Not Applicable
51	S5.C.5.f	Implemented practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the Permittee, and road maintenance activities under the functional control of the Permittee. (S5.C.5.f)	Yes
52	S5.C.5.g	Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality. (S5.C.5.g.)	Yes
53	S5.C.5.h	Implemented a Stormwater Pollution Prevention Plan 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 an NPDES permit that covers stormwater discharges associated with the activity. (S5.C.5.h)	Yes
54	S7.A	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A)	Not Applicable
55	S7.A	For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s). (S7.A)	Not Applicable
56	S8.A	Attach a description of any stormwater monitoring or stormwater-related studies as described in S8.A.	Not Applicable
57	S8.B.1	Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for status and trends monitoring. (S8.B.1)	Yes

58	S8.C.1	Participated in cost-sharing for the regional stormwater monitoring program (RSMP) for effectiveness studies. (S8.C.1) (Required to begin no later than August 15, 2014)	Yes
59	S8.D.1	Contributed to the RSMP for source identification and diagnostic monitoring information repository in accordance with S8.D.1. (Required to begin no later than August 15, 2014)	Yes
60	G3	Notified Ecology in accordance with G3 of any discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare or the environment. (G3)	Not Applicable
61	G3	Number of G3 notifications provided to Ecology.	0
62	G3.A	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.	Not Applicable
63	S4.F.1	Notified Ecology within 30 days of becoming aware that a discharge from the Permittee's MS4 caused or contributed to a known or likely violation of water quality standards in the receiving water. (S4.F.1)	Not Applicable
64	S4.F.3.a	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.	Not Applicable
65	S4.F.3.d	Attach a summary of the status of implementation of any actions taken pursuant to S4.F.3 and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d)	Not Applicable
66	G20	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20)	Yes
67	G20	Number of non-compliance notifications (G20) provided in reporting year.	1
67b	G20	List the permit conditions described in non-compliance notification(s).	We were late implementing our new LID Code Updates. The issue has since been resolved.

*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 gather and evaluate 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 knowing violations.*

Mark Howlett

3/27/2018 12:43:54 PM

Signature

Date

Annual Report Question 5: Description of Public Education and Outreach Activities for 2017

<b>Activity</b>	<b>Description</b>
Stormwater Education booth at Milton Days	Staffed a Stormwater Education booth for 2 days at the annual Milton Days festival held every August at Milton Community Park. The Stormwater Education booth provides various educational materials related to stormwater pollution prevention. Also, the City purchased an EnviroScape® Watershed/Nonpoint Source Model for use at the booth, which is popular with children.
Car Wash Kit	The city-owned car wash kit was available to be loaned out for fundraising car washes in 2016.
Surprise Lake Volunteer Water Quality Monitoring	Milton continued to partner with the Pierce Conservation District to maintain a volunteer water quality monitoring program on Surprise Lake, a privately-owned lake within the city.
Development and Construction Handouts	Made available handouts for stormwater site plan and inspection requirements for single family residential and small construction projects.
Regional Activities	Monitor and participate in STORM, South Sound Phase II and other regional public educational activities.
Stormwater Grants	Milton is continuing to use Ecology design and preconstruction grant funding to plan and design low impact development (LID) projects including bio-retention facilities, pervious concrete retrofits, and the design of a City owned decant facility. The intent is for the City to learn about design and construction issues associated with LID in order to be able to educate the public and development community.
Private Business Inspection	Milton continued its program of systematically visiting every privately owned business in order to inspect facilities and educate business owners and their employees.

Annual Report Question 8: Description of opportunities created for the public to participate in the decision making processes involving the development, implementation and updates of the permittee's stormwater management program.

- City Council meetings provide a formal setting for the public to provide input to the stormwater management program.
- The Planning Commission provides an opportunity for the public to provide input on development and construction related activities.
- The public was invited to participate in the adoption of the new LID Code update and the adoption of the 2014 Stormwater Management Manual for Western Washington.
- The annual Milton Days festival in the park provides an opportunity for the public to learn about the City's stormwater programs and give feedback.
- The Stormwater Department is very responsive to citizen concerns and complaints. The department routinely meets with citizens on-site or in office to resolve problems, discuss development, or to hear suggestions.

Annual Report Question 17: Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.

### **Public Employees**

- Provided ongoing assistance to City staff on stormwater pollution prevention activities for municipal operations and facilities.
- Continued training vector truck field staff to screen for illicit discharges and connections during catch basin cleaning.
- All field staff are to renew erosion and sediment control training and receive spill response training in 2018.

### **Businesses**

- Continued distribution of "Your Local Stream Starts Here" brochure which targets businesses and homeowners and includes information on illicit discharges and waste disposal.
- Source control audits are conducted concurrently with private stormwater facility inspections.

### **General Public**

- Continued distribution of "Your Local Stream Starts Here" and "Natural Yard Care" brochures which target businesses and homeowners and include information on illicit discharges and waste disposal.
- The Stormwater Education booth at the annual Milton Days festival in the park is used to educate the public about illicit discharges and proper waste disposal.
- The car wash kit loan program provides an educational opportunity regarding storm drains.
- Prepared an edition of The Milton Storm Water Press with an emphasis cleaning up pet waste.

NPDES Question 38b

**Maintenance Delays**

**Lakeside Estates - 28th Ave Ct**

3/6/2017	First noticed a problem with property. The site had been cleared and a temporary storm pond installed when development stopped. The overflow for the storm pond was 'floating' and causing untreated stormwater to overflow onto the road and directly into drainage that enters the lake
3/7/2017	Attempted to contact owner
3/15/2017	Was able to contact owner. He said it would be taken care of.
4/12/2017	Re-inspection showed no abatement of the problem. Sent another email to owner
4/13/2017	Spoke with owner again. Owner claimed to have sent a crew out to site, but said they could not find a problem. We soon learned that he had lost the property and it was to be bought by a different party.
8/23/2017	Property has new owner. Re-inspected and even though pond is dry, problem has not been remedied
10/3/2017	Meeting with new owners. They have agreed to repair the overflow immediately and reinstall ESC before construction starts again
2/20/2018	Verified that the pond overflow is fixed