

I. Permittee Information	
Permittee Name City of Poulsbo	Permittee Coverage Number WAR04-5537
Contact Name Anya Funk, NPDES Coordinator	Phone Number 360-779-4078
Mailing Address PO Box 2275	
City Poulsbo	State Zip + 4 WA 98370-0962
Email Address afunk@cityofpoulsbo.com	

II. Regulated Small MS4 Location		
Jurisdiction Poulsbo	Entity Type: Check the box that applies	
	County	City/Town
		X
Major Receiving Water(s) Liberty Bay		

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):
Kitsap County Public Works	Inter-Local Agreement to form the Kitsap Peninsula Clean Runoff Collaborative to provide assistance with the development, implementation, and funding for stormwater education and outreach. (Copy of agreement provided with 2009 Annual Report)
Kitsap County Health District	Inter-Local Agreement for IDDE Clean Runoff Project to provide assistance with the development, implementation, and funding for an IDDE program. (Copy of agreement provided with 2008 Annual Report)

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

NOTE: Highlighted items indicate requirements that are due in 2010.

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			"City of Poulsbo 2011 Update Stormwater Management Program"
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?	Y		43.78 acre increase to permit coverage area. Zoned low-density residential. 11 of 26 parcels are undeveloped and comprise over half of the acreage. No significant impact to SWMP.	Ordinance 2010-12, Gaines Annexation
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)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
5.	SWMP includes an education program aimed at residents, businesses, industries, elected officials, policy makers, planning staff and other employees of the Permittee? (<i>Required to begin</i> by February 15, 2009, S5.C.1)	Y		Education efforts are being implemented both by the City on its own and in coordination with other jurisdictions through inter-local agreements (KPCRC/Kitsap Peninsula Clean Runoff Collaborative). Target audiences and subject areas are prioritized and sequentially addressed.	
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			"KPCRC 2010 Summary of Activities" (Kitsap Peninsula Clean Runoff Collaborative)
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			"Public Education and Outreach Activity Tracking 2010"
7b.	Number of activities implemented:		18		
8.	Measured the understanding and adoption of the targeted behaviors among at least one targeted audience in at least one subject area. (<i>Required to begin</i> by February 15, 2009, S5.C.1.b)	Y			See KPCRC report, item #6 above.
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			
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			
11.	Made the most current version of the SWMP available to the public. (S5.C.2.b)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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:	y			www.cityofpoulsbo.com
13.	Initiated or implemented an ongoing program to detect and remove illicit connections and illegal discharges into the Permittee's MS4? (Required August 19, 2011, S5.C.3)	NA		Not due; however, approximately 90% complete.	
14.	Developed and currently maintain a map of your MS4? (Required by February 16, 2011, S5.C.3.a)	NA		Not due. Current maps are being updated.	
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)	NA		Not due.	
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? (Required by February 16, 2011, S5.C.3.a.i)	NA		Not due.	
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? (Required by February 16, 2011, S5.C.3.a.i)	NA		Not due.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
17.	Map shows geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters? (<i>Required</i> by February 16, 2011, S5.C.3.a.iii)	NA		Not due.	
18.	Map has been made available upon request? (S5.C.3.a.iv)	Y			
19.	Developed and implemented regulatory actions necessary to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4? (<i>Required</i> by August 15, 2009, S5.C.3.b)	Y		Ordinance 2009-03. Submitted with 2009 Annual Report.	
20.	Developed and implemented an ongoing program to detect and address non-stormwater illicit discharges, including spills, and illicit connections into the Permittee's MS4? (<i>Required</i> by August 19, 2011, S5.C.3.c)	NA		Not due; however, approximately 90% complete.	
21.	Developed procedures for locating priority areas likely to have illicit discharges, including at a minimum: evaluating land uses and associated business/industrial activities present; areas where complaints have been registered in the past; and areas with storage of large quantities of materials that could result in illicit discharges, including spills? (<i>Required</i> by August 19, 2011, S5.C.3.c.i)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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)	Y			
23.	Prioritized receiving waters for visual inspection? (<i>Required</i> by February 16, 2010, S5.C.3.c.ii)	Y			
24.	Conducted field assessments for three high priority water bodies? (<i>Required</i> by February 16, 2011, S5.C.3.c.ii)	Y			
25.	Conducted field assessments on at least one high priority water body? (<i>Required</i> annually after February 16, 2011, S5.C.3.c.ii)	NA		Not 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		Not due; however, approximately 90% complete.	
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		Not due; however, approximately 90% complete.	

Question		Y/N/NA	#	Comments (50 word limit)	Name of Attachment & Page #, if applicable
28.	Developed and implemented procedures for removing the source of the discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated? (<i>Required</i> by August 19, 2011, S5.C.3.c.v.)	Y			
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		Not due; however, education efforts are being implemented both by the City on its own and in coordination with other jurisdictions through inter-local agreements (KPCRC/Kitsap Peninsula Clean Runoff Collaborative). Target audiences and subject areas are prioritized and sequentially addressed.	"KPCRC 2010 Summary of Activities" (Kitsap Peninsula Clean Runoff Collaborative)
30.	Distributed appropriate information to target audiences identified pursuant to S5.C.1? (<i>Required</i> by August 19, 2011, S5.C.3.d.i)	NA		Not due. See #29.	
31.	Publicized a hotline or other local telephone number for public reporting of spills and other illicit discharges? (<i>Required</i> by February 15, 2009, S5.C.3.d.ii)	Y			
31b.	Number of hotline calls received:		2		
31c.	Number of follow-up actions taken in response to calls:		2		
32	Maintained a hotline or other reporting number for public reporting of illicit discharges, including spills? (<i>Required</i> by February 15, 2009, S5.C.3.d.ii)	Y			
32b.	NOTE hotline number in <i>Comments</i> field	y		360-337-5777	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
33	Tracked the number of illicit discharges, including spills, identified? (<i>Required</i> by August 19, 2011, S5.C.3.e)	Y			"Summary: Illicit Discharge, Illicit Connection, and Spill Reports"
33b.	Number of illicit discharges identified:		4		
34	Tracked the number of inspections made for illicit connections? (<i>Required</i> by August 19, 2011, S5.C.3.e)	Y			
34b.	Number of inspections:		0	No spills or discharges were due to illicit connections	
35	Received feedback from IDDE public education efforts? (<i>Required</i> by August 19, 2011, S5.C.3.e)	NA		Not due; however, education efforts are being implemented by the City on its own and in coordination with other jurisdictions through inter-local agreements (KPCRC/Kitsap Peninsula Clean Runoff Collaborative). Target audiences and subject areas are prioritized and sequentially addressed. Feedback is addressed in the KPCRC annual summary (see #36)	
36	Attached report on IDDE public education efforts? (<i>Required</i> by August 19, 2011, S5.C.3.d, S5.C.3.e)	NA		Not due; however the KPCRC annual summary is attached.	"KPCRC 2010 Summary of Activities" (Kitsap Peninsula Clean Runoff Collaborative)
37	Municipal field staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, improper disposal and illicit connections are trained to conduct these activities? (<i>Required</i> by August 15, 2009, S5.C.3.f.i)	Y			
37b.	Number of trainings provided:		0	All appropriate staff trained in 2009.	
37c.	Number of staff trained:		0	All appropriate staff trained in 2009.	
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		No follow-up training needed to-date.	
38b.	Number of trainings provided:		0		
38c.	Number of staff trained:		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
39	Developed and implemented an ongoing training program on the identification of an illicit discharge/connection, and on the proper procedures for reporting and responding to the illicit discharge/ connection for all municipal field staff, which, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge or illicit connection to the storm sewer system? <i>(Required by February 16, 2010, S5.C.3.f.ii.)</i>	Y			
39b.	Number of trainings provided:		1	All other appropriate staff previously trained in 2009.	
39c.	Number of staff trained:		2	All other appropriate staff previously trained in 2009.	
40	Developed, implemented and enforced a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities? <i>(Required by February 16, 2010, S5.C.4)</i>	Y			
41	Applied stormwater runoff program to all sites that disturb a land area 1 acre or greater, including projects less than one acre that are part of a larger common plan of the development or sale? <i>(Required by February 16, 2010, S5.C.4)</i>	Y			
42	Applied stormwater runoff program to private and public development, including roads? <i>(Required by February 16, 2010, S5.C.4)</i>	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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 February 16, 2010, S5.C.4)	Y			Ordinance 2010-02
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 February 16, 2010, S5.C.4.a)	Y			Ordinances: 2010-01, 2010-02, 2010-04
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			Ordinance 2010-02
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 February 16, 2010, S5.C.4.a.i)	Y			Ordinance 2010-02
47	The ordinance or other enforceable mechanism includes exceptions and variance criteria equivalent to those in Appendix 1? (<i>Required</i> by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	Y			Ordinance 2010-02

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
48	Were exceptions or variances to the minimum requirements in Appendix 1 granted? (<i>Required</i> by February 16, 2010, S5.C.4.a.i., and Section 6 of Appendix 1)	N			
48b.	If so, how many were granted?		0		
49	The ordinance or other enforceable mechanism includes a site planning process and BMP selection and design criteria that, when used to implement the minimum requirements in Appendix 1 (or equivalent approved by Ecology under the Phase I Permit) will protect water quality, reduce the discharge of pollutants to the maximum extent practicable and satisfy the State requirement under Chapter 90.48 RCW to apply all known, available and reasonable methods of prevention, control and treatment (AKART) prior to discharge? (<i>Required</i> by February 16, 2010, S5.C.4.a.ii)	Y			
49b.	Cite documentation to meet this requirement in <i>Attachment</i> field:	y			Ordinance 2010-02 adopts the DOE 2005 Stormwater Management Manual for Western Washington
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 February 16, 2010, S5.C.4.a.iii)	Y			Ordinance 2010-01

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 February 16, 2010, S5.C.4.a.iv)	Y			Ordinance 2010-04
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 February 16, 2010, S5.C.4.a.v)	NA		Erosivity waiver not allowed.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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 February 16, 2010, S5.C.4.b)	Y			
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 February 16, 2010, S5.C.4.b)	Y			
55	Reviewed Stormwater Site Plans for new development and redevelopment projects? (<i>Required</i> by February 16, 2010, S5.C.4.b.i)	Y		Process in place, but no site plan applications were received which were subject to the permit requirements.	
55b.	Number of site plans reviewed during the reporting period:		0		
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 February 16, 2010, S5.C.4.b.ii)	Y		The requirements of Appendix 7 have been adopted but no site plans subject to this requirement were constructed in 2010.	
56b.	Number of qualifying sites inspected prior to clearing and construction during the reporting period:		0	Qualifying sites: 0 Thirteen sites which were approved prior to the requirement for the Appendix 7 worksheet were inspected prior to clearing and during construction.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
57	Inspected construction-phase stormwater controls at all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls? (<i>Required</i> by February 16, 2010, S5.C.4.b.iii)	Y			
57b.	Number of sites inspected during the construction phase for the reporting period:		13		
58	Enforced as necessary based on the inspection at new development and redevelopment projects? (<i>Required</i> by February 16, 2010, S5.C.4.b.iii)	Y			
58b.	Number of enforcement actions taken during the reporting period:		5		
59	Inspected qualifying permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs? (<i>Required</i> by February 16, 2010, S5.C.4.b.iv and v)	Y		There were no qualifying projects during the reporting period; however, the requirement for inspection was applied to previously permitted ("vested") sites.	
59b.	Number of qualifying sites known during the reporting period:		0	13 vested sites known.	
59c.	Number of qualifying sites inspected during the reporting period:		0	13 vested sites inspected.	
60	Verified a maintenance plan is completed and responsibility for maintenance is assigned for qualifying projects? (<i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y		There were no qualifying projects during the reporting period; however, the requirements for assignment of responsibility and submittal of a maintenance plan is codified and included in procedures.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
61	Enforced regulations as necessary based on the inspection? (<i>Required</i> by February 16, 2010, S5.C.4.b.iv)	Y			
61b.	Number of enforcement actions taken during the reporting period:		0		
62	Developed and implemented an enforcement strategy to respond to issues of non-compliance with the regulations for qualifying projects? (<i>Required</i> by February 16, 2010, S5.C.4.b.vi)	Y			
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)	N			
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 February 16, 2010, S5.C.4.c)	Y			
65	Adopted an ordinance or other regulatory mechanism that clearly identifies the party responsible for maintenance, requires inspection of facilities and establishes enforcement procedures? (<i>Required</i> by February 16, 2010, S5.C.4.c.i)	Y			Ordinance 2010-01
66	Inspected post-construction stormwater controls, including structural BMPs, at new development and redevelopment projects? (<i>Required</i> by February 16, 2010, S5.C.4.c)	Y		The requirement is addressed by ordinance and incorporation into the program, but no post-construction annual inspection time frames for facilities permitted according to S5.C.4.b occurred within 2010.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
66b.	Number of sites inspected during the reporting period:		0		
66c.	Number of structural BMPs inspected during the reporting period:		0		
66d.	Number of enforcement actions taken during the reporting period:		0		
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 February 16, 2010, S5.C.4.c.ii)	Y			
68	Performed timely maintenance as per S5.C.4.c.ii? (<i>Required</i> by February 16, 2010, S5.C.4.c.ii)	Y		The requirement is addressed by ordinance. No post-construction annual inspection time frames for facilities permitted according to S5.C.4.b occurred within 2010; therefore, no maintenance was performed.	
68b.	Attached documentation of any maintenance delays. (<i>Required</i> by February 16, 2010, S5.C.4.c.ii)	NA		No delays.	
69	Established program to annually inspect all stormwater treatment and flow control facilities (other than catch basins) permitted by the Permittee according to S5.C.4.b. unless there are maintenance records to justify a different frequency? (<i>Required</i> by February 16, 2010, S5.C.4.c.iii)	Y			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
70	If using reduced inspection frequency, Attached documentation as per S5.C.4.c.iii? <i>(Required by February 16, 2010, S5.C.4.c.iii)</i>	NA			
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 by February 16, 2010, S5.C.4.c.iv)</i>	Y		No developments are in this category in 2010; however, the requirement is addressed by City ordinance and inspection procedures.	
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 by February 16, 2010, S5.C.4.d)</i>	Y			
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			

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 February 16, 2010, S5.C.4.f)	Y		All appropriate staff had prior training in all of the listed activities; however, additional training was provided for elements which were not in the previous program (e.g. application of NPDES Permit Appendix 7, submittal of maintenance covenant, additional post-construction plat inspections).	
74b.	Number of trainings provided:		1		
74c.	Number of staff trained:		4		
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 16, 2010, S5.C.5)	Y			
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 16, 2010, S5.C.5.a)	Y			
77	Performed timely maintenance as per S5.C.5.a.ii? (<i>Required</i> by February 16, 2010, S5.C.5.a.ii)	Y			
77b.	Attached documentation of any maintenance delays. (<i>Required</i> by February 16, 2010, S5.C.5.a.ii)	NA		No delays.	

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
78	Designed a program to annually inspect and maintain all stormwater treatment and flow control facilities (other than catch basins)? <i>(Required by February 16, 2010, S5.C.4.e.iii-5.b)</i>	Y			
78b.	Number of known facilities:		62		
78c.	Number of facilities inspected during the reporting period:		23	Annual required rate of 95% expected by 8-19-11 (Permit item S5.C.5.e).	
79	If using reduced inspection frequency, Attached documentation as per S5.C.5.a.ii? <i>(Required by February 16, 2010, S5.C.5.b)</i>	NA		Not using reduced inspection frequency.	
80	Conducted spot checks of stormwater facilities after major storms? <i>(Required by February 16, 2010, S5.C.5.c)</i>	Y			
80b.	Number of known facilities:		62		
80c.	Number of facilities inspected during the reporting period:		13	Number of facilities spot-checked. Not all facilities require spot checking.	
81	Inspected municipally owned or operated catch basins at least once before the end of the Permit term? <i>(Required by February 16, 2010, S5.C.5.d)</i>	Y		Program is in place but permit term has not ended. Catch basin inspection/maintenance is on-going over the permit term.	
81b.	Number of known catch basins:		1998		
81c.	Number of inspections:		120	120 in 2010. Approximately 200 catch basins remain to be inspected this permit term.	
81d.	Number of catch basins cleaned:		8	8 in 2010.	

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</i> by February 16, 2010, S5.C.5.f)	Y			
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</i> by February 16, 2010, S5.C.5.g)	Y			
84	Implemented an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations? (Required by February 16, 2010, S5.C.5.h.)	Y			
84b.	Number of trainings provided:		0	Included with 2009 IDDE training (2 trainings / 41 staff)	
84c.	Number of staff trained:		0		

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
85	Implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit? <i>(Required by February 16, 2010, S5.C.5.i)</i>	Y			
86	Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4s owned or operated by the Permittee?	N			
87	Complied with the specific requirements identified in Appendix 2? (S7.A)	NA			
88	Attached status report of TMDL implementation? (S7.A)	NA			
89	Where monitoring was required in Appendix 2, did you conduct the monitoring according to an approved Quality Assurance Project Plan? (S7.A)	NA			
90	Took appropriate action to correct or minimize discharges into or from the MS4 which may constitute a threat to human health, welfare, or the environment? (G3)	NA			
90b.	Attached a summary of the status of implementation of any actions taken pursuant to S4.F and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period? (S4.F.3.d)	NA			

Question		Y/N/ NA	#	Comments (50 word limit)	Name of Attachment & Page #, <u>if applicable</u>
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)	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? (G3)	NA			
93	Attached a summary of identified barriers to the use of low impact development (LID) and measures to address the barriers (Required to be submitted by March 31, 2011, S9.E.4.a)	Y			"LID Implementation"
94	Attached a report describing LID practices currently available and that can be reasonably implemented, potential or planned non-structural actions and LID techniques to prevent stormwater impacts, goals and metrics to identify, promote, measure LID; and schedules to require and implement non-structural and LID techniques on a broader scale (Required to be submitted by March 31, 2011, S9.E.4.b)	Y			"LID Implementation"

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. Two questions were selected for monitoring. See attached Supplemental Documentation for Section VII.D. titled, "Stormwater Management Program Effectiveness Monitoring Proposal" for the selected questions.	Anya Funk 360-394-9753
2. LSCP - Local Source Control Partnership: status reports	Kitsap County Public Works Solid Waste Division Pat Campbell, Senior Program Mgr. 360-337-4626
3.	
4.	
5.	
6.	

VII. Information Collection, BMP Evaluation, and Monitoring

Complete Part B for all annual reports.

B. SWMP Evaluation (S8.B & S9)

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

Question	Y/N/NA	Comments (50 word limit)
Are the BMPs selected and implemented for Public Outreach 1. appropriate to minimize pollutants in the MS4 to the MEP?	NA	Implementation has commenced but is not complete and evaluated; therefore, we are entering "NA" as directed per Q/A25 of Ecology document " <i>Frequently Asked Questions about Annual Reporting For Municipal Stormwater Permittees - Updated December, 2010</i> "
Are the BMPs selected and implemented for Public 2. Involvement appropriate to minimize pollutants in the MS4 to the MEP?	NA	Same as above.
Are the BMPs selected and implemented for Illicit Discharge 3. Detection and Elimination appropriate to minimize pollutants in the MS4 to the MEP?	NA	Same as above.
Are the BMPs selected and implemented for Construction 4. Stormwater Pollution Prevention appropriate to minimize pollutants in the MS4 to the MEP?	NA	Same as above.
Are the BMPs selected and implemented for Post- 5. Construction Runoff Management appropriate to minimize pollutants in the MS4 to the MEP?	NA	Same as above.
Are the BMPs selected and implemented for Good 6. Housekeeping for Municipal Operations appropriate to minimize pollutants in the MS4 to the MEP?	NA	Same as above.

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	NA	NA	NA	NA	NA
2					
3					
4					
5					
6					
7					

VII. Information Collection, BMP Evaluation, and Monitoring

D. Preparation for future, long-term monitoring

Complete section D for the fourth annual report only.

Question	Y/N/NA	Comments (50 word limit)	Name of Attachment? Page Number?
1. Identified outfalls or conveyances for long-term stormwater monitoring? (S8.C.2.a)	NA	Poulsbo exempt. Population <10,000.	
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)	Y		
2b. Attach the proposed questions and monitoring plans for SWMP effectiveness monitoring. (S8.C.2.a.ii)	y		"Stormwater Management Program - Effectiveness Monitoring Proposal"
3. Monitoring plan developed for each question? (S8.C.1.b.iii)	Y		
3b. Attach a copy of the monitoring plan.	y		"Stormwater Management Program - Effectiveness Monitoring Proposal"
4. Identified sites in preparation for future, long-term monitoring? (S8.C.1.a., and S8.C.2.b)	N	Poulsbo exempt. Population <10,000.	
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		"Stormwater Management Program - Effectiveness Monitoring Proposal"