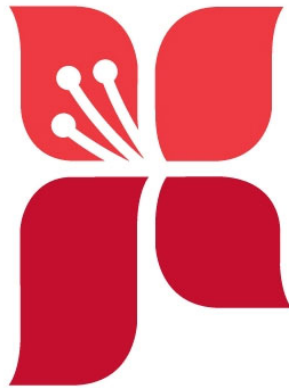


City of University Place

Phase II NPDES Stormwater Management Program (SWMP)



2025

STORMWATER MANAGEMENT PROGRAM (SWMP)

A. Stormwater Management Program General Requirements

Each Permittee shall develop and implement a Stormwater Management Program (SWMP). A SWMP is a set of actions and activities comprising the components listed in S5 and any additional actions necessary to meet the requirements of applicable TMDLs pursuant to S7 – *Compliance with Total Maximum Daily Load Requirements* and S8 – *Monitoring and Assessment*.

The minimum performance measures are:

1. *At a minimum, the Permittee's SWMP shall be implemented throughout the geographic area subject to this Permit as described in S1.A.²*
2. *Each Permittee shall prepare written documentation of the SWMP, called the SWMP Plan. The SWMP Plan shall be organized according to the program components in S5.C or a format approved by Ecology and shall be updated at least annually for submittal with the Permittee's annual reports to Ecology (see S9 – Reporting Requirements). The SWMP Plan shall be written to inform the public of the planned SWMP activities for the upcoming calendar year, and shall include a description of:*
 - a. *Planned activities for each of the program components included in S5.C;*
 - b. *Any additional planned actions to meet the requirements of applicable TMDLs pursuant to S7 – Compliance with Total Maximum Daily Load Requirements; and*
 - c. *Any additional planned actions to meet the requirements of S8 – Monitoring and Assessment.*
3. *The SWMP shall include an ongoing program for gathering, tracking, maintaining, and using information to evaluate SWMP development, implementation, permit compliance and to set priorities.*
 - a. *Each permittee shall track the cost or estimated cost of development and implementation of each component of the SWMP. This information shall be provided with the Annual Report due no later than March 31, 2027. Permittees shall provide annual average costs (or estimates) to implement the SWMP and TMDL requirements.*
 - b. *Each Permittee shall track the number of inspections, follow-up actions because of inspections, official enforcement actions, and types of public education activities as required by the respective program component. This information shall be included in the annual report.*

4. *Permittees shall continue implementation of existing stormwater management programs until they begin implementation of the updated stormwater management program in accordance with the terms of this Permit, including implementation schedules.*
 5. *Coordination among Permittees*
 - a. *Coordination among entities covered under the municipal stormwater NPDES permits may be necessary to comply with certain conditions of the SWMP. The SWMP shall include, when needed, coordination mechanisms among entities covered under a municipal stormwater NPDES permit to encourage coordinated stormwater-related policies, programs, and projects within adjoining or shared areas, including:*
 - i. *Coordination mechanisms clarifying roles and responsibilities for the control of pollutants between physically interconnected MS4s covered by a municipal stormwater permit; and*
 - ii. *Coordinating stormwater management activities for shared water bodies, or watersheds among Permittees to avoid conflicting plans, policies, and regulations.*
 - b. *The SWMP shall include coordination mechanisms among departments within each jurisdiction to eliminate barriers to compliance with the terms of this permit. Permittees shall include a written description of internal coordination mechanisms in the Annual Report due no later than March 31, 2026.*
- B. *Stormwater Management Program Standards*
- The SWMP shall be designed to reduce the discharge of pollutants from regulated small MS4s to the MEP, meet state AKART requirements, and protect water quality.*
- C. *Stormwater Management Program Components*
- The SWMP shall include the components listed below. To the extent allowable under state or federal law, all components are mandatory for city, town, or county Permittees covered under this Permit.*

The City of University Place meets the requirements of the Stormwater Management Program by having a (SWMP) which contains the following components as detailed in sections 1 through 12:

- **Stormwater Planning**
- **Public Education and Outreach**
- **Public Involvement and Participation**

- **MS4 Mapping and Documentation**
- **Illicit Discharge Detection and Elimination**
- **Control Stormwater Runoff from New Development, Redevelopment, and Construction Sites**
- **Stormwater Management for Existing Development**
- **Source Control for Existing Development**
- **Municipal Operations and Maintenance Program**
- **Monitoring and Assessment**
- **Reporting and Recordkeeping**
- **Compliance with Underground Injection Control (UIC) Well Program**

SWMP Deadlines:

- Annually update the SWMP Plan. The SWMP will be posted on the City website
- By March 31, 2027, provide annual average costs (or estimates) to implement the SWMP and TMDL requirements in the Annual Report.
- By March 31, 2026, provide written description of internal coordination mechanisms in the Annual Report.

General Program Coordination Efforts:

- Staff will prepare/review list of internal coordination mechanisms describing how departments are inter-related in terms of meeting permit conditions (i.e. planning department reviews development plans, police departments help observe for IDDE, etc.) – by March 31, 2026
- Staff to attend NPDES Permit Coordinators Forum Meetings.
- The City Finance Department will track costs or estimated costs for the development/implementation of each component of the SWMP and submit the annual average costs (or estimates) with the Annual Report – by March 31, 2027
- Establish coordination mechanisms with other entities when needed.

SECTION 1

Stormwater Planning

Each Permittee shall implement a **Stormwater Planning program** to inform and assist in the development of policies and strategies as water quality management tools to protect receiving waters. In order for the city to satisfy the requirements:

The minimum performance measures are:

- Each permittee shall continue to convene an inter-disciplinary team to inform and assist in the development, progress, and influence of this program.*
- Coordination with long-range plan updates.*

- i. *Each Permittee shall describe how stormwater management needs and protection/improvement of receiving water health are (or are not) informing the long-range or comprehensive planning update processes and influencing policies and implementation strategies in their jurisdiction in the Annual Report due March 31, 2027. The report shall describe the water quality and watershed protection policies, strategies, codes, and other measures intended to protect and improve local receiving water health through planning, considering stormwater management needs or limitations.*
- c. *Low Impact Development (LID code-related requirements.*
 - i. *Permittees shall continue to require LID Principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards, or other enforceable documents, as needed.*

The intent shall be to make LID the preferred and commonly used approach to site development. The local development-related codes, rules, standards, or other enforceable documents shall be designed to minimize impervious surfaces, native vegetation loss, and stormwater runoff in all types of development situations, where feasible.

- (a) *Annually, each Permittee shall assess and document any newly identified administrative or regulatory barriers to implementation of LID Principles or LID BMPs since local codes were updated in accordance with the 2013 Permit, and the measures developed to address the barriers. If applicable, the report shall describe mechanisms adopted to encourage or require implementation of LID principles or LID BMPs.*
- iii. *No later than December 31, 2028, Permittees shall adopt and implement tree canopy goals and policies to support stormwater management and water quality improvement in receiving waters.*
- d. *Stormwater Management Action Planning (SMAP). Permittees shall conduct a similar process and consider the range of issues outlined in the Stormwater Management Action Planning Guidance (Ecology, 2019; Publication no. 19-10-010) for one new priority catchment.*
 - i. *Stormwater Management Action Plan (SMAP). No later than December 31, 2026, Permittees shall complete a SMAP for at least one new high priority catchment area, or additional actions for an existing SMAP, that identifies all of the following:*
 - (a) *A description of the stormwater facility retrofits needed for the area, including the BMP types and preferred locations. Include projects that address transportation-related runoff, such as projects that address tire wear runoff.*
 - (b) *Land management/development strategies and/or actions identified for water quality management.*

- (c) *Targeted, enhanced, or customized implementation of stormwater management actions related to permit sections within S5, including:*
 - *IDDE field screening;*
 - *Prioritization of Source Control inspections;*
 - *O&M inspections or enhanced maintenance; or*
 - *Public Education and Outreach behavior change programs.**Identified actions shall support other specifically identified stormwater management strategies and actions for the basin overall, or for the catchment area in particular.*
- (d) *If applicable, identification of changes needed to local long-range plans to address SMAP priorities.*
- (e) *A proposed implementation schedule and budget sources for:*
 - *Short-term actions (i.e., actions to be accomplished within six years); and*
 - *Long-term actions (i.e., actions to be accomplished within seven to 20 years).*
- (f) *A process and schedule to provide future assessment and feedback to improve the planning process and implementation of procedures or projects.*

The City of University Place continues to keep stormwater planning both short and long term, as a priority.

- **Low impact development:** (LID) principles and (LID) BMPs continue to be preferred options when possible.
- **Short-term and long-term planning:** As a result of updating our Comprehensive Storm plan, an evaluation of short and long-term needs will be identified.
- **Stormwater Management Action Planning (SMAP):** The SMAP will be re-evaluated this permit cycle to determine which priority catchment shall be focused on next.

Stormwater Planning Deadlines:

- Annually, assess and document any newly identified administrative or regulatory barriers to implementation of LID Principles or LID BMPs, and the measures developed to address the barriers. The City will continue to require LID principles/BMPs when updating or developing codes or standards where appropriate (i.e. land use, stormwater management, critical areas sections, grading).
- Interdisciplinary Team will continue to meet and be informed of the NPDES Permit requirements as it relates to each role within the City when necessary. By March 31, 2026, provide written description of internal coordination mechanisms.
- By December 31, 2026, the City shall complete a SMAP for at least one new high priority catchment area, or additional actions for an existing SMAP. Efforts will include providing 1) description of stormwater facility retrofits needed, 2) land management strategies, 3) focused stormwater management actions including IDDE field screening,

prioritization of source control inspections, O&M inspections, education/outreach behavior change programs 4) If needed ID changes to long-range plans to address SMAP priorities 5) Implementation schedule (6 yrs, 20 yrs), 6) Actions that may benefit overburdened communities 7) schedule to provide future assessment

- By March 31, 2027, provide a report describing how stormwater management needs and protection/improvement of receiving water health are (or are not) informing the long-range or comprehensive planning update processes and influencing policies and implementation of strategies. Staff will use the document review provided to Ecology in 2023 as a starting point. Topics include reviewing past plans related to growth, stormwater, watershed protection, LID (e.g. City Comp Plan, any storm comp. plan, SMAP, transportation plans, utility plans, city code, city budget)
- By December 31, 2028, the City shall adopt and implement tree canopy goals and policies to support stormwater management and water quality improvement in receiving waters. Sample tree goals/policies to review include:
<https://www.redmond.gov/1256/Tree-Canopy> and
<https://www.seattle.gov/trees/management/work-plans>

SECTION 2

PUBLIC EDUCATION AND OUTREACH PROGRAM

The SWMP shall include an education and outreach program designed to:

- Build general awareness about methods to address and reduce impacts from stormwater runoff.
- Effect behavior change to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts; and
- Create stewardship opportunities that encourage community engagement in addressing the impacts from stormwater runoff.

Permittees may choose to meet these requirements individually or as a member of a regional group. Regional collaboration on general awareness or behavior change programs, or both, includes Permittees developing a consistent message, determining best methods for communicating the message, and when appropriate, creating strategies to effect behavior change. If a Permittee chooses to adopt one or more elements of a regional program, the Permittee should participate in the regional group and shall implement the adopted element(s) of the regional program in the local jurisdiction.

Public Education and Outreach. An informed and knowledgeable community is crucial to the success of a stormwater management program since it helps to ensure greater support for the program and greater compliance.

The minimum performance measures are:

To satisfy this minimum control measure, the permittee shall:

- a. *Each Permittee shall implement an education and outreach program. The program design shall be based on local or regional (or both) water quality information and priority audience characteristics to identify high priority audiences, subject areas, and/or BMPs. Based on the priority audience's demographic, the Permittee shall consider delivering its selected messages in language(s) other than English, as appropriate to the priority audience.*
- i. **General awareness.** *To build general awareness, Permittees shall annually select at a minimum one priority audience and one subject area from either (a) or (b):*
 - (a) *Priority audiences: General public (including overburdened communities, school age children, college/university, or trade students) or businesses (including home-based, or mobile businesses). Subject areas:*
 - *General impacts of stormwater on surface waters, including impacts from impervious surfaces; or*
 - *Low impact development (LID) principles and LID BMPs.*
 - (b) *Priority audiences: Engineers, contractors, developers, property owners/managers, or land use planners. Subject areas:*
 - *Technical standards for stormwater site and erosion control plans.*
 - *LID principles and LID BMPs;*
 - *Stormwater treatment and flow control BMPs/facilities; or*
 - *Source Control BMPs for building materials to reduce pollution to stormwater, including but not limited to stormwater pollution from PCB-containing materials.*
 - (c) *Permittees shall provide subject area information to the priority audience on an ongoing or strategic schedule.*
- ii. **Behavior change.** *To affect behavior change, Permittees shall select, at a minimum, one priority audience and one BMP.*
 - (a) *Priority Audiences: Residents, landscapers, property managers/owners, developers, school age children, college/university, or trade students, or businesses (including home-based or mobile businesses).*

BMPs:

 - *Use and storage of: pesticides, fertilizers, and/or other household chemicals.*

- *Use and storage of: automotive chemicals, hazardous cleaning supplies, carwash soaps, and/or other hazardous materials.*
 - *Prevention of illicit discharges.*
 - *Yard care techniques protective of water quality.*
 - *Carpet cleaning.*
 - *Repair and maintenance BMPs for: vehicles, equipment, and/or home/buildings.*
 - *Pet waste management and disposal.*
 - *LID Principles and LID BMPs.*
 - *Stormwater facility maintenance, including LID facilities.*
 - *Dumpster and trash compactor maintenance.*
 - *Litter and debris prevention.*
 - *Sediment and erosion control.*
 - *(Audience specific) Source control BMPs (refer to S5.C.8).*
 - *(Audience specific) Locally important, municipal stormwater-related subject area.*
- (b) *No later than July 1, 2025, each Permittee shall evaluate the effectiveness of an ongoing behavior change campaign (required under S5.2.a.ii of the 2019 Permit.) Permittees shall document lessons learned and recommendations for which option to select from S5.C.2.a.ii(c) below.*
- Permittees that select option S5.C.2.a.ii(3), below, may forgo this evaluation if it will not add value to the overall behavior change program.*
- (c) *Based on the recommendation from S5.C.2.a.ii(b), by July 1, 2026, each Permittee shall follow social marketing practices and methods and develop a campaign that is tailored to the community, including development of a program evaluation plan. Each Permittee shall:*
- 1. Develop a strategy and schedule to more effectively implement the existing campaign; or*
 - 2. Develop a strategy and schedule to expand the existing campaign to a new priority audience or BMPs; or*
 - 3. Develop a strategy and schedule for a new priority audience and BMP behavior change campaign.*
- (d) *No later than September 1, 2026, begin to implement the strategy developed in S5.C.2.a.ii(c).*
- (e) *No later than March 31, 2029, evaluate and submit report on:*

1. *The changes in understanding and adoption of targeted behaviors resulting from the implementation of the strategy; and*
 2. *Any planned or recommended changes to the campaign to be more effective; describe the strategies and processes to achieve the results.*
- (f) *Permittees shall use the results of the evaluation to continue to direct effective methods and implementation of the ongoing behavior change program.*
- iii. **Stewardship.** *Each Permittee shall partner or promote (or both) stewardship opportunities to encourage residents or businesses to participate in activities or events planned and organized within the community, such as: stream teams, storm drain marking, volunteer monitoring, riparian plantings. Permittees may partner or promote (or both) stewardship opportunities created or organized by existing organizations (including non-permittees).*

The City of University Place has developed a Public Education and Outreach Program designed to educate the target audiences as noted above. This program consists of the following elements:

- **General Awareness & Behavior Change**
In 2025, a continued general awareness for public and school age children targeting a variety of stormwater pollution causes and solutions. Additional awareness will be focused on owners of automobiles and stormwater impacts from vehicles through Puget Sound Starts Here Month (September) targeted media spots. For Behavior Change, the “Shut the Lid” campaign will be used where the new target audience is for those with garbage dumpsters (Property Owners/Managers). A community-based social marketing campaign will be developed with this audience in mind. A corresponding “Shut the Lid” strategy and campaign will continue to be advanced in 2025 through the Business Source Control Inspection program.
- **Media & Marketing Efforts**
In 2025, the community will have stormwater & water quality information at their access through a variety of media platforms. A minimum of four education articles related to stormwater will be published on a yearly basis and shared across social media like Facebook, Twitter, and the use of UP Television. Future general topics to advertise may include pet waste management, yard care, illicit connections, spills, motor vehicle care, and household hazardous waste. The City will endeavor to reach out to overburdened communities as identified by such tools as the Department of Health’s Information by Location (IBL) site. Determination of overburdened communities and the efforts used to reach these populations will be documented in the annual report.

- **City Website**
The City will post educational information on its website. This information will include articles, notices of educational opportunities, contact information, photos, maps, and links to other stormwater resource websites. Updates and links to our NPDES Program webpage on an on-going basis.
- **Public Education Workshops**
Annually, the City NPDES Program will provide at least three public education classes, workshops or events of which may include rain gardens, natural yard care, rain barrels, storm drainage operations and maintenance, environmental impacts of stormwater, Low Impact Design, water quality issues and solutions. The workshops are coordinated with agencies such as Tacoma-Pierce County Health Department, Pierce Conservation District, Department of Ecology, or other qualified entities.
- **Pierce Conservation District:** The City has partnered with the Pierce Conservation District to encourage and create stewardship opportunities for the public. Their Stream Team provides trainings and a water quality stream monitoring program. They also provide and support many volunteer water quality projects.
- **Partnerships and participation:** Partnerships and participation with other Phase II permittees, cities, counties, local and regional organizations or boards whose emphasis lies in water quality, stormwater resources, and education will continue. Continue partnerships with other municipalities for regional water quality campaigns such as Puget Sound Starts Here, B.I.G. (Business Inspection Group) Group, Dumpster Social Marketing Campaign, Concrete Workgroup.
- **Dog Waste “Scoop your Poop” participation:** we have 18 dog waste bag dispensers in our city. They are spread throughout our parks and along our Grandview Drive sidewalk. We dispense over 15,000 dog waste collection bags per year.
- **Catch Basin Markers**
The City has marked catch basins adjacent to concrete curbs with a marker that identifies where the storm water drains (i.e. drains to stream) and notifies the public not to dump pollutants. These markings are intended to increase the awareness of the public on where storm water ultimately drains. If community members would like a Catch Basin Marker installed on a nearby basin, they can call our office, and we will do our best to get one installed.
- **Stormwater Basin Education Map:** The City has developed a storm drainage basin education map. This map is included once a year in the City Newsletter and is posted on the City’s webpage:
<https://www.cityofup.com/DocumentCenter/View/148/Storm-Basin-Education-Map-PDF>

- **Other Educational Opportunities**

In addition to the above noted elements, the City will continue to seek out new opportunities for public education and outreach.

Public Education and Outreach Deadlines:

- By July 1, 2025, must follow social marketing practices and methods and develop a campaign that is tailored to the community, including development of a program evaluation plan.
- No later than September 1, 2025, implementation of the behavior change campaign
- By March 31, 2029, evaluate and submit report on the changes in the new behavior change campaign and strategy including recommendations on how to make the campaign more effective.

SECTION 3

PUBLIC INVOLVEMENT AND PARTICIPATION PROGRAM

Public Involvement and Participation Program. Public involvement/participation activities can be effective tools used to gain much needed public support for stormwater management program implementation.

Permittees shall provide ongoing opportunities for public involvement and participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures or other similar activities. Each Permittee shall comply with applicable state and local public notice requirements when developing elements of the SWMP and SMAP.

The minimum performance measures are:

- a. Permittees shall create opportunities for the public, including overburdened communities, to participate in the decision-making processes involving the development, implementation and update of the Permittee's SMAP and SWMP.*

I. Annually, Permittees shall document specific public involvement opportunities provided to overburdened communities.

- ii. No later than December 31, 2026, document methods used to identify overburdened communities.*

- b. Each Permittee shall post on their website their SWMP Plan and the annual report, required under S9.A, no later than May 31 each year. All other submittals shall be available to the public upon request.*

The City of University Place employs the following opportunities for the public to participate in the decision-making process involving the City's SWMP and possible development of a new SMAP.

- **2025 SWMP Public Review and Comment Period March 3rd – March 17th.**
- **All updates to the City's SWMP will be adopted by the City Council during a Public Meeting. At this meeting, any who wishes to comment on the SWMP will be given the opportunity to provide comments. In addition, this meeting will be filmed and broadcast on the City's public information television channel: UPTV. The City will document the method of advertising to the community and specifically overburdened communities (as identified through such tools as the Department of Health's Information by Location (IBL) website) to allow them to have an opportunity to participate in the decision-making processes of the SWMP.**
- **The SWMP and any subsequent updates will be posted on the City's website. Contact information for comments will be posted on the same web page as the link to the SWMP.**
- **Any development of a new SMAP will allow the public to participate in review and comment. The City will document the method of advertising to the community and specifically overburdened communities (as identified through such tools as the Department of Health's Information by Location (IBL) website) to allow them to have an opportunity to participate in the decision-making processes of the SMAP.**
- **Any opportunity to participate in public involvement regarding stormwater-related issues will be posted on our website or advertised in our city newsletter.**

Public Involvement & Participation Deadlines:

- **March 3-17, 2025, provide updates to the 2025 SWMP for public review and comment.**
- **By December 31, 2026, document methods used to identify overburdened communities.**
- **By May 31, 2025, post complete 2025 SWMP and 2024 Annual Report on website.**

SECTION 4

MS4 MAPPING AND DOCUMENTATION

MS4 Mapping and Documentation. It is crucial to have maps and details of the cities MS4 to be knowledgeable and better prepared to meet the many requirements and maintenance needs. Permittees shall include an ongoing program for mapping and documenting the MS4.

The minimum performance measures are:

- a. *Ongoing Mapping: Each Permittee shall maintain mapping data for the features listed below:*
 - i. *Known MS4 outfalls and known MS4 discharge points:*
 - a. *Map outfall size and material, where known;*
 - ii. *Receiving waters, other than groundwater;*
 - iii. *Stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee;*
 - iv. *Geographic areas served by the Permittee's MS4 that do not discharge stormwater to surface waters;*
 - v. *Tributary conveyances to all known outfalls and discharge points with a 24-inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems. The following features or attributes (or both) shall be mapped:*
 - (a) *Tributary conveyance type, material, and size where known;*
 - (b) *Associated drainage areas; and*
 - (c) *Land use.*
 - vi. *Connections between the MS4 owned or operated by the Permittee and other municipalities or public entities.*
 - vii. *All connections to the MS4 authorized or allowed by the Permittee after February 16, 2007; and*
 - viii. *All known connections from the MS4 to a privately owned stormwater system.*
- b. *New Mapping: Each Permittee shall:*
 - i. *No later than March 31, 2026, Permittees shall submit locations of all known MS4 outfalls according to the standard templates and format provided in the Annual Report. This reporting shall include the size and material of the outfalls.*
 - ii. *No later than December 31, 2027, develop a methodology to map and assess acreage of MS4 tributary basins to outfalls or discharge points that have stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee. Submit with the Annual Report a map and breakdown of acres managed or unmanaged by stormwater treatment and flow control BMPs/facilities.*
 - iii. *No later than December 31, 2028, begin mapping of Permittee-owned or operated properties with tree canopy based on available, existing data.*

- c. *The required format for mapping is electronic (e.g. Geographic Information System, CAD drawings, or other software that can map and store points, lines, polygons, and associated attributes), with fully described mapping standards.*
- d. *To the extent consistent with national security laws and directives, each Permittee shall make available to Ecology, upon request, available maps depicting the information required in S5.C.4.a through c, above.*
- e. *Upon request, and to the extent appropriate, Permittees shall provide mapping information to federally recognized Indian Tribes, municipalities, and other Permittees. This Permit does not preclude Permittees from recovering reasonable costs associated with fulfilling mapping information requests by federally recognized Indian Tribes, municipalities, and other Permittees.*

The City of University Place has developed a mapping and documentation program which includes:

- **The City has developed a storm drainage basin education map. This map is posted on the City's webpage:
<https://www.cityofup.com/DocumentCenter/View/148/Storm-Basin-Education-Map-PDF>**
- **Stormwater System map showing the complete stormwater system, both public and private, including details of receiving waters, catch basins, conveyance pipes, discharge points, connection points, and outfalls including size and material, where known.**
- **Land use/zoning map.**
- **Stormwater System maintenance map showing and documenting the inspections and maintenance of the system.**
- **Interactive Stormwater system map**
- **Review and update of system maps to include new developments and system details.**

Mapping & Documentation Deadlines:

- **By March 31, 2026, submit locations of all known MS4 outfalls according to the standard templates and format provided in the Annual Report.**
- **By December 31, 2027, develop methodology to map and assess acreage of MS4 tributary basins to outfalls or discharge points that have stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee. Submit with the Annual**

Report a map and breakdown of acres managed or unmanaged by stormwater treatment and flow control BMPs/facilities.

- By December 31, 2028, begin mapping of Permittee-owned or operated properties with tree canopy based on available, existing data.
- On-going GIS collection and mapping of stormwater systems both private and public.
- On-going, in-the-field tracking of stormwater system maintenance using GIS.
- Using available existing data, map overburdened communities, that will be identified using the Department of Health's IBL tool, in relation to stormwater treatment and flow control BMPs/Facilities, outfalls, discharge points, and tree canopy on City owned or operated properties.

SECTION 5

ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

Illicit Discharge Detection and Elimination. Discharges from cities often include wastes and wastewater from non-stormwater sources. Illicit discharges enter the system through either direct connection's, such as wastewater piping mistakenly or deliberately connected to the storm drains, or indirect connection, such as infiltration from cracked sanitary sewers, spills collected by drain outlets, or materials dumped into storm drains. To satisfy this minimum control measure, the permittee must develop, implement, and enforce an illicit discharge detection and elimination program. Permittees shall include an ongoing program designed to prohibit non-stormwater discharges into the MS4, prevent, detect, characterize, trace, and eliminate illicit connections and illicit discharges into the MS4.

The minimum performance measures are:

- a. The program shall include procedures for reporting and correcting or removing illicit connections, spills and other illicit discharges when they are suspected or identified. The program shall also include procedures for addressing pollutants entering the MS4 from an interconnected, adjoining MS4.*

Illicit connections and illicit discharges must be identified through, but not limited to: field screening, inspections, complaints/reports, construction inspections, maintenance inspections, source control inspections, and/or monitoring information, as appropriate.

- b. Permittees shall inform public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.*
- c. Each Permittee shall implement an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the Permittee's MS4 to the maximum extent allowable under state and*

federal law. The Permittee's ordinance or other regulatory mechanism in effect as of the effective date of this Permit shall be revised, if necessary, to meet the requirements of this Section no later than July 1, 2027.

- i. Allowable Discharges: The regulatory mechanism does **not** need to prohibit the following categories of non-stormwater discharges:*
 - (a) Diverted stream flows*
 - (b) Rising groundwaters*
 - (c) Uncontaminated groundwater infiltration (as defined at 40 CFR 35.2005(b)(20))*
 - (d) Uncontaminated pumped groundwater*
 - (e) Foundation drains*
 - (f) Air conditioning condensation*
 - (g) Irrigation water from agricultural sources that is commingled with urban stormwater*
 - (h) Springs*
 - (i) Uncontaminated water from crawl space pumps*
 - (j) Footing drains*
 - (k) Flows from riparian habitats and wetlands*
 - (l) Non-stormwater discharges authorized by another NPDES or state waste discharge permit; and*
 - (m) Discharges from emergency firefighting activities in accordance with S2 Authorized Discharges. After the emergency has ceased, non-stormwater discharges (e.g., discharges associated with cleanup) to the MS4 are prohibited.*
- ii. Conditionally allowable discharges: The regulatory mechanism may allow the following categories of non-stormwater discharges only if the stated conditions are met:*
 - (a) Discharges from potable water sources, including but not limited to water line flushing, hyper-chlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be dechlorinated to a total residual chlorine concentration of 0.1 ppm or less, pH-adjusted, if necessary, and volumetrically and velocity controlled to prevent re-suspension of sediments in the MS4.*
 - (b) Discharges from lawn watering and other irrigation runoff. These discharges shall be minimized through, at a minimum, public education activities and water conservation efforts.*

- (c) *Dechlorinated swimming pool, spa and hot tub discharges. The discharges shall be dechlorinated to a total residual chlorine concentration of 0.1 ppm or less, pH-adjusted and re-oxygenized, if necessary, volumetrically and velocity controlled to prevent re-suspension of sediments in the MS4. Discharges shall be thermally controlled to prevent an increase in temperature of the receiving water. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the MS4.*
- (d) *Street and sidewalk wash water, water used to control dust, and routine external building washdown that does not use detergents. The Permittee shall reduce these discharges through, at a minimum, public education activities and/or water conservation efforts. To avoid washing pollutants into the MS4, Permittees shall minimize the amount of street wash and dust control water used.*
- (e) *Routine external building washdown that does not use detergents for buildings built or renovated before 1950 and after 1980. The Permittee shall reduce these discharges through, at minimum, public education activities or water conservation efforts, or both. To avoid washing pollutants into the MS4 Permittees shall minimize the amount of wash water used.*

Commercial, industrial, and multi-story residential structures constructed or remodeled between the years 1950 and 1980 (i.e. those most likely to have PCB containing building materials), shall be assessed for PCB-containing materials consistent with How to find and address PCBs in building materials (Ecology, October 2022, Publication No. 22-04-024) prior to routine building washdown. Structures confirmed or suspected to have PCB-containing materials shall not discharge washdown to the MS4. Single-family residential buildings are exempt from PCB assessment. Structures built or renovated between 1950-1980 and determined to be without PCB- containing materials may conduct routine building washdown (without detergents) as described above.

- (f) *Other non-stormwater discharges. The discharges shall be in compliance with the requirements of a pollution prevention plan reviewed by the Permittee, which addresses control of such discharges.*
- iii. *The Permittee shall further address any category of discharges in (i) or (ii), above, if the discharges are identified as significant sources of pollutants to waters of the State.*
 - iv. *The ordinance or other regulatory mechanism shall include escalating enforcement procedures and actions.*

d. *Each Permittee shall implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the Permittee's MS4. The program shall include the following components:*

- i. *Procedures for conducting investigations of the Permittee's MS4, including field screening and methods for identifying potential sources. These procedures may also include source control inspections.*

The Permittee shall implement a field screening methodology appropriate to the characteristics of the MS4 and water quality concerns. Screening for illicit connections may be conducted using Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual (Herrera Environmental Consultants, Inc.; May 2020), or another methodology of comparable or improved effectiveness. The Permittee shall document the field screening methodology in the Annual Report.

(a) All Permittees shall complete field screening for an average of 12% of the MS4 each year.

- ii. *A publicly listed and publicized hotline or other telephone number for public reporting of spills and other illicit discharges.*
- iii. *An ongoing training program for all municipal field staff, who, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge and/or illicit connection to the MS4, on the identification of an illicit discharge and/or connection, and on the proper procedures for reporting and responding to the illicit discharge and/or connection. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements, or staffing. Permittees shall document and maintain records of the training provided and the staff trained.*

e. *Each Permittee shall implement an ongoing program designed to address illicit discharges, including spills and illicit connections, into the Permittee's MS4. The program shall include:*

- i. *Procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee. Procedures shall address the evaluation of whether the discharge must be immediately contained and steps to be taken for containment of the discharge.*
- ii. *Procedures for the post-emergency clean-up of firefighting activities:*
 - a. *No later than December 31, 2026, the Permittee shall coordinate with firefighting agencies/departments that serve the areas that discharge to the MS4 to be notified when PFAS-*

containing AFFFs are used during emergency firefighting activities.

- b. No Later than January 1, 2027, Permittee shall update and implement procedures to minimize discharges to the MS4 during post-emergency clean-up and disposal activities including, but not limited to, the immediate clean-up in all situations where PFAS-containing AFFFs have been used, diversions, and other measures that prevent discharges to the MS4. The Permittee is not expected to deploy control measures during an emergency.*
- iii. 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.*
- iv. Procedures for eliminating the discharge, including notification of appropriate authorities (including owners or operators of interconnected MS4s); notification of the property owner; technical assistance; follow-up inspections; and use of the compliance strategy developed pursuant to S5.C.5.c.iv, including escalating enforcement and legal actions if the discharge is not eliminated.*
- v. Compliance with the provisions in (i), (ii), and (iii), above, shall be achieved by meeting the following timelines:*
 - (a) Immediately respond to all illicit discharges, including spills, which are determined to constitute a threat to human health, welfare, or the environment, consistent with General Condition G3.*
 - (b) Investigate (or refer to the appropriate agency with the authority to act) within 7 days, on average, any complaints, reports, or monitoring information that indicates a potential illicit discharge.*
 - (c) Initiate an investigation within 21 days of any report or discovery of a suspected illicit connection to determine the source of the connection, the nature and volume of discharge through the connection, and the party responsible for the connection.*
 - (d) Upon confirmation of an illicit connection, use the compliance strategy in a documented effort to eliminate the illicit connection within 6 months. All known illicit connections to the MS4 shall be eliminated.*
- f. Permittees shall train staff who are responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, including spills, and illicit connections, to conduct these activities. Follow-up training shall be provided as needed to address changes in*

procedures, techniques, requirements or staffing. Permittees shall document and maintain records of the training provided and the staff trained.

- g. Recordkeeping: Each Permittee shall track and maintain records of the activities conducted to meet the requirements of this Section. In the Annual Report, each Permittee shall submit data for the illicit discharges, spills and illicit connections including those that were found by, reported to, or investigated by the Permittee during the previous calendar year. The data shall include the information specified in Appendix 13 and WQWebIDDE. Each Permittee may either use their own system or WQWebIDDE for recording this data.*

The City of University Place will complete the following tasks:

- **Municipal storm sewer system map:** The City has produced a map of its storm sewer system. This map has been posted on the City's website and is available in the City's Engineering office for viewing by the public.
- **After hours on-call phone line:** The City has established an after-hours phone number that the public can call to report any public works concerns including concerns regarding surface water management and illicit discharges. This number is posted on the City's website.
- **Illicit Discharge Detection and Elimination (IDDE) program:** The City has implemented its Illicit Discharge Detection and Elimination program. This program will include field screening a minimum of 12% of the MS4 for IDDE purposes as well as documenting all illicit discharges, connections and spills into Ecology WQWebIDDE portal.
- **Added GIS mapping and stormwater system technology to be able to quickly assess illicit discharge response.**
- **Dry Weather Field Screening and Analytical Monitoring Program:** The City has adopted this program as an aspect of the overall IDDE program. This program establishes the procedures for locating high risk illicit discharge areas and for testing and inspecting water quality for the purposes of tracking, characterizing, and eliminating illicit discharges.
- **Illicit discharge detection and elimination training program:** The City has developed a training program in order to train field personnel in the detection and elimination of illicit discharges to the City's storm drainage system. All engineering and operations field personnel are required to participate in this program. The training program consists of:
 - *Initial training meeting.*

- *Periodic field training conducted by senior staff*
- *All Public Works Staff participate in Illicit Connection and Illicit Discharge Field Screening and Tracing Training Program – 1 hr. Video*
- *Training and certification tracking for all PW staff*

In addition to these items, the City will continue to seek out new opportunities for training in this subject matter.

- **Continue to provide public employees, businesses, and the general public with information related to IDDE (see Public Education and Outreach Section of this SWMP).**
- **Review current ordinance to prohibit illicit discharges including escalating enforcement actions (UPMC 12.10).**
- **Coordinate with West Pierce Fire and Rescue, which serves the areas that discharge MS4, to notify the City when PFAS-containing AFFFs are used during emergency firefighting activities. Update and implement procedures to minimize discharges to the MS4 by PFAS-containing AFFFs during post-emergency cleanup.**

Illicit Discharge Detection and Elimination Deadlines:

- By December 31, 2026, coordinate with local firefighting agencies/departments to be notified when PFAS-containing AFFFs are used in emergency activities.
- By January 1, 2027, update and implement procedures to minimize discharge to the MS4 by PFAS-containing AFFFs during post-emergency clean-up.
- By July 1, 2027, verify and revise, if necessary, the city ordinance or other regulatory mechanism in effect to meet requirements of this section.
- Annually document the field screening methodology and complete field screening of 12% average per year.
- Annually submit data for illicit connections, discharges, spills.

SECTION 6

CONTROL STORMWATER RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT, AND CONSTRUCTION SITES

Site Runoff Control. Each Permittee shall implement and enforce a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities. The program shall apply to private and public development, including transportation projects.

The minimum performance measures are:

- a. *Implement an ordinance or other enforceable mechanism that addresses runoff from new development, redevelopment, and construction site projects.*

No later than June 30, 2027, each Permittee shall adopt and make effective a local program, that meets the requirements of S5.C.6.b(i) through (iii), below, and shall apply to all applications submitted:

- i. *On or after July 1, 2027;*
 - ii. *Prior to January 1, 2017, that have not started construction by January 1, 2022;*
 - iii. *Prior to July 1, 2022, that have not started construction by July 1, 2027; and*
 - iv. *Prior to July 1, 2027, that have not started construction by July 1, 2032.*
- b. *The ordinance or other enforceable mechanism shall include, at a minimum:*
 - i. *The Minimum Requirements, thresholds, and definitions in Appendix 1, or the 2019 Appendix 1 amended to include the changes identified in Appendix 10, or Phase I program approved by Ecology and amended to include Appendix 10, for new development, redevelopment, and construction sites. Adjustment and variance criteria equivalent to those in Appendix 1 shall be included. More stringent requirements may be used, and/or certain requirements may be tailored to local circumstances through the use of Ecology-approved basin plans or other similar water quality and quantity planning efforts. Such local requirements and thresholds shall provide equal protection of receiving waters and equal levels of pollutant control to those provided in Appendix 1.*
 - ii. *The local requirements shall include the following requirements, limitations, and criteria that, when used to implement the minimum requirements in Appendix 1 (or program approved by Ecology under the 2024 Phase I Permit) will protect water quality, reduce the discharge of pollutants to the MEP, and satisfy the State requirement under Chapter 90.48 RCW to apply AKART prior to discharge:*
 - (a) *Site planning requirements;*
 - (b) *BMP selection criteria;*
 - (c) *BMP design criteria;*
 - (d) *BMP infeasibility criteria;*
 - (e) *LID competing needs criteria;*
 - (f) *BMP limitations.*

Permittees shall document how the criteria and requirements will protect water quality, reduce the discharge of pollutants to the MEP, and satisfy State AKART requirements.

Permittees who choose to use the requirements, limitations, and criteria above, in the Stormwater Management Manual for Western Washington, or a Phase I program approved by Ecology, may cite this choice as their sole documentation to meet this requirement.

- iii. *The legal authority, through the approval process for new development and redevelopment, to inspect and enforce maintenance standards for private stormwater facilities approved under the provisions of this Section that discharge to the Permittee's MS4.*
- c. *The program shall include a permitting process with site plan review, inspection and enforcement capability to meet the standards listed in (i) through (iv) below, for both private and public projects, using qualified personnel (as defined in Definitions and Acronyms). At a minimum, this program shall be applied to all sites that meet the minimum thresholds adopted pursuant to S5.C.6.b.i, above.*
 - i. *Review of all stormwater site plans for proposed development activities.*
 - ii. *Inspect, prior to clearing and construction, all 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. As an alternative to evaluating each site according to Appendix 7, Permittees may choose to inspect all construction sites that meet the minimum thresholds adopted pursuant to S5.C.6.b.i, above.*
 - iii. *Inspect all permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls. Enforce as necessary based on the inspection.*
 - iv. *Each Permittee shall manage maintenance activities to inspect all stormwater treatment and flow control BMPs/facilities, and catch basins, in new residential developments every six months, until 90% of the lots are constructed (or when construction has stopped and the site is fully stabilized), to identify maintenance needs and enforce compliance with maintenance standards as needed.*
 - v. *Inspect all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. Verify that a maintenance plan is completed and responsibility for maintenance is assigned for stormwater treatment and flow control BMPs/facilities. Enforce as necessary based on the inspection.*

- vi. *Compliance with the inspection requirements in (ii) through (v), above, shall be determined by the presence and records of an established inspection program designed to inspect all sites. Compliance shall be determined by achieving at least 80% of required inspections annually. The inspections may be combined with other inspections provided they are performed using qualified personnel.*
- vii. *The program shall include a procedure for keeping records of inspections and enforcement actions by staff, including inspection reports, warning letters, notices of violations, and other enforcement records. Records of maintenance inspections and maintenance activities shall be maintained.*
- viii. *An enforcement strategy shall be implemented to respond to issues of non-compliance.*
- d. *The program shall make available to representatives of proposed new development and redevelopment, as applicable: the link to the Construction Stormwater General Permit Notice of Intent (NOI) form for construction activity, a link to the online Industrial Stormwater General Permit NOI form for industrial activity, and a link to the online registration requirements for Underground Injection Control (UIC) wells. Permittees shall continue to enforce local ordinances controlling runoff from sites that are also covered by stormwater permits issued by Ecology.*
- e. *Each Permittee shall ensure that all staff whose primary job duties are implementing the program to Control Stormwater Runoff from New Development, Redevelopment, and Construction Sites, including permitting, plan review, construction site inspections, and enforcement, are trained to conduct these activities. Follow-up training shall be provided as needed to address changes in procedures, techniques or staffing. Permittees shall document and maintain records of the training provided and the staff trained.*

The City of University Place has a program to address site run-off control from new development, redevelopment and construction sites. This program includes the following:

- **Adopted surface water management regulations:** The City has adopted ordinances that regulate water quality, and controlling runoff from new development, redevelopment and construction sites (UPMC 12.10 and 13.25). As part of these regulations, the City has adopted the King County Surface Water Design Manual and the Stormwater Management Manual for Western Washington.
- **Plan Reviews:** The City requires permits and reviews plans for all new development and redevelopment projects. The City also requires permits and reviews plans for any construction project that disturbs 20,000 square feet of soil, and for any project that

otherwise requires drainage review as specified in the King County Surface Water Design Manual.

- **Construction Inspections:** The City conducts inspections of all permitted storm drainage and erosion/sedimentation control facilities within the City.
- **Training:** All personnel in the City conducting construction inspections and/or plan reviews are either trained as Certified Erosion and Sedimentation Control Leads or are licensed professional engineers registered with the State of Washington. In addition, the City will continue to seek out additional training opportunities such as those available on the Washington Stormwater Center website (<https://www.wastormwatercenter.org/permit-assistance/municipal/washington-state-plan-review-training/>).
- **Post Development Inspections:** The City conducts post development inspections of all permitted storm drainage facilities within the City.
- **Low Impact Development:** The City's stormwater regulations contain provisions encouraging low impact development.
- **Enforcement Provisions:** The City has adopted stringent enforcement provisions for non-compliance of its stormwater regulations. These enforcement provisions are found in the University Place Municipal Code: UPMC 12.10; 13.05; 13.25.
- **Sensitive Water Bodies:** The City has identified and prioritized the sensitive receiving waters in the City. In addition, the City's regulations identify specific drainage standards based on the drainage basin sensitivity.

Control Stormwater Runoff from New Development, Redevelopment, and Construction Sites Deadlines:

- **No later than June 30, 2027, adopt and make effective, a local program that meets or exceeds minimum requirements, thresholds, and definitions in Appendix 1, or 2019 Appendix 1 amended to include the changes identified in Appendix 10, or Phase 1 program approved by Ecology and amended to include Appendix 10, for new development, redevelopment, and Construction sites.**

SECTION 7

STORMWATER MANAGEMENT FOR EXISTING DEVELOPMENT

Each Permittee shall implement a Program to control or reduce stormwater discharges to the State from areas of existing development. The Program shall aim to focus on strategic stormwater investments over longer planning timeframes.

Minimum performance measures are:

- a. *Permittees shall implement stormwater facility retrofits, or tailored SWMP actions that meet the criteria described in Appendix 12, using one or a combination of the following:*
 - i. *Strategic stormwater investments identified in Stormwater Management Action Plan(s) (SMAPs, S5.C.1.d.), or similar stormwater planning process; and/or*
 - ii. *Opportunistic stormwater investments identified by leveraging projects outside of SMAP areas to improve stormwater management and infrastructure.*
- b. *No later than March 31, 2028, Permittees shall fully fund, start construction, or completely implement project(s) that meet the assigned equivalent acreage and submit documentation with the Annual Report as described in Appendix 12.*
 - i. *Projects that started construction on or after January 1, 2023, may be included towards achieving the acres required.*
 - ii. *Permittees may contribute to meeting an overall regional goal to satisfy this permit requirement as described in S5.C.7.c.*
 - iii. *Permittees that complete projects by the expiration date of this permit that will exceed the area required for this permit term may use the excess as a credit to be used for the 2029 Permit term, not to exceed 50% of the next Permit's requirement.*
- c. *Permittees may collaborate to meet a regional goal.*
 - iv. *Each Permittee is required to manage at least 0.3 acres within their own jurisdiction but may receive acreage credit for contributing to meeting an overall regional goal outside their defined MS4 Permit coverage area. For Permittees assigned 0.3 acres, participation and in-kind services to regional collaboration projects may count as the contribution for this permit term if there is regional agreement on the strategy.*

- v. *Permittees may contribute to a regional goal, that is the sum of Phase II partners assigned acreage from Appendix 12. Projects may be implemented outside of permit coverage areas to meet their individual requirement as part of a regional goal where benefits to receiving waters within the permit coverage are identified and anticipated.*
- d. *Permittees shall develop a method and report the amount of estimated or projected equivalent acres managed by stormwater facility retrofits and SMAP project costs for the 2029 permit term. This report shall be submitted to Ecology no later than March 31, 2028.*

The City of University Place has a program to manage stormwater runoff for existing development. This program includes:

- **Review of stormwater projects identified in the newly updated Comprehensive Stormwater Plan that meets the requirements of this section.**
- **Implement stormwater infrastructure projects and focused actions identified in the 2023 Stormwater Management Action Plan (SMAP). Such focused actions include prioritizing catch basin inspections and street sweeping in the Leach Creek Subbasin. Staff will prepare for the rehabilitation of the University Park Terrace Pond, estimated for 2026.**
- **Look for opportunities to collaborate with other Permittees to meet a regional goal where benefits to receiving waters are identified.**
- **Search for opportunistic stormwater investments identified by leveraging projects outside of the (SMAP) areas to improve stormwater management and infrastructure. Such opportunistic activities include street sweeping the entire city more than the 3 times per year required by the NPDES Phase II Permit. Following Ecology's format in Appendix 12 of the Phase II Permit, the City will track and report the estimated and final acreage of retrofit projects and actions that treat or control runoff throughout the current permit cycle (2024-2029).**
- **Based on existing GIS mapping, the City will track and report the amount of acres estimated to be managed by stormwater retrofit projects for the next permit cycle (2029-2034).**

Managing Stormwater runoff for existing development deadlines:

- **By March 31, 2028, fully fund, start construction, or completely implement project(s) that meet the assigned equivalent acreage and submit documentation with the Annual Report as described in Appendix 12.**
- **By March 31, 2028, develop a method and report the amount of estimated or projected equivalent acres managed by stormwater facility retrofits and SMAP project costs for the 2029 permit term.**

SECTION 8

SOURCE CONTROL PROGRAM FOR EXISTING DEVELOPMENT

The Permittee shall implement a program to prevent and reduce pollutants in runoff from areas of existing development that discharge to the MS4. The program shall include application of source control BMPs, inspections, and enforcement.

The minimum performance measures are:

- a. *Permittees shall enforce ordinance(s), or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with existing land uses and activities (see Appendix 8 to identify pollutant generating sources).*

The requirements of this subsection are met by using the source control BMPs in the SWMMWW, or a Phase I Program approved by Ecology. In cases where the manual(s) lack guidance for a specific source of pollutants, the Permittee shall work with the owner/operator to implement or adapt BMPs based on the best professional judgement of the Permittee.

Applicable operational source control BMPs shall be required for all pollutant generating sources. Structural source control BMPs, or treatment BMPs/facilities, or both, shall be required for pollutant generating sources if operational source control BMPs do not prevent illicit discharges or violations of surface water, groundwater, or sediment management standards because of inadequate stormwater controls. Implementation of source control requirements may be done through education and technical assistance programs, provided that formal enforcement authority is available to the Permittee and is used as determined necessary by the Permittee, in accordance with S5.C.8.a.iii, below.

- b. *Permittees shall implement a program to identify publicly and privately owned institutional, commercial, and industrial sites which have the potential to generate pollutants to the MS4. Permittees shall update the inventory at least once every 5 years. The inventory shall include:*
 - i. *Businesses and/or sites identified based on the presence of activities that are pollutant generating (refer to Appendix 8); and*

- ii. *Other pollutant generating sources, based on complaint response, such as: home-based businesses and multi-family sites.*
- c. *Permittees shall implement an inspection program, performed by qualified personnel, for sites identified pursuant to S5.C.8.i, above.*
 - i. *All identified sites with a business address shall be provided information about activities that may generate pollutants and the source control requirements applicable to those activities. This information shall be provided by mail, telephone, electronic communications, or in person. This information may be provided all at one time or spread out over the permit term to allow for tailoring and distribution of the information during site inspections.*
 - ii. *The Permittee shall annually complete the number of inspections equal to 20% of the businesses and/or sites listed in their source control inventory to assess BMP effectiveness and compliance with source control requirements. The Permittee may count follow-up compliance inspections at the same site toward the 20% inspection rate. The Permittee may select which sites to inspect each year and is not required to inspect 100% of sites over a 5-year period. Sites may be prioritized for inspection based on their land use category, potential for pollution generation, proximity to receiving waters, or to address an identified pollution problem within a specific geographic area or sub-basin.*
 - iii. *Each Permittee shall inspect 100% of sites identified through credible complaints.*
 - iv. *Permittees may count inspections conducted based on complaints, or when the property owner denies entry, to the 20% inspection rate.*
 - v. *Annual Reporting of inspections shall be organized by business type or activities with potential to generate pollutants to the MS4. Standard Industrial Code (SIC), Major Group, and NAICS numbers may be provided for reference as noted in Appendix 8.*
- d. *Permittees shall implement a progressive enforcement policy that requires sites to comply with stormwater requirements within a reasonable time period as specified below:*
 - i. *If the Permittee determines, through inspections or otherwise, that a site has failed to adequately implement required BMPs, the Permittee shall take appropriate follow-up action(s), which may include phone calls, reminder letters, emails, or follow-up inspections.*

- ii. *When a Permittee determines that a site has failed to adequately implement BMPs after a follow-up inspection(s) the Permittee shall take enforcement action as established through authority in its municipal codes or ordinances, or through the judicial system.*
- iii. *Each Permittee shall maintain records including documentation of each site visit, inspection reports, warning letters, notices of violations, and other enforcement records demonstrating an effort to bring sites into compliance. Each Permittee shall also maintain records of sites that are not inspected because the property owner denies entry.*
- iv. *A Permittee may refer non-emergency violations of local ordinances to Ecology provided the Permittee also makes a documented effort of progressive enforcement. At a minimum, a Permittee's enforcement effort shall include documentation of inspections and warning letters or notices of violation.*
- v. *Application and enforcement of local ordinances at sites identified pursuant to S5.C.8.a.i including sites with discharges authorized by a separate NPDES permit. Permittees that are in compliance with the terms of this Permit will not be held liable by Ecology for water quality standard violations or receiving water impacts caused by industries and other Permittees covered, or which should be covered, under an NPDES permit issued by Ecology.*
- e. *Permittees shall train staff who are responsible for implementing the source control program to conduct these activities. The ongoing training program shall cover the legal authority for source control, source control BMPs and their proper application, inspection protocols, lessons learned, typical cases, and enforcement procedures. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements, or staff. Permittees shall document and maintain records of the training provided and the staff trained.*

The City of University Place will continue to administer the Source Control Inspection program. In 2025, the City will:

- **Review and update the inspection list of businesses that have the potential to pollute based upon type of business (from Appendix 8 of the permit), complaints, investigations, etc.**

- **Continue to do source control inspections of public and privately owned institutional, commercial, industrial sites/businesses from the inventory list. Document all inspections (including follow-ups) with business category, number of times inspected and if enforcement actions were taken in a single list. Include this list with the Annual Report, organized by business type or by activities w/ potential to generate pollutants to MS4. Document records of sites where the owner denies entry.**
- **To inspect at least 20% of the businesses/sites on the inventory list.**
- **Inspect all complaint-based businesses for pollution generating sources and installed BMPs. Document inspections.**
- **To follow up with progress and compliance from previous inspections. Continue to implement progressive enforcement policy (UPMC 12.10.090) requiring business sites to comply with stormwater requirements.**
- **Train staff on conducting business source control inspections including legal authority for source control, source control BMPs and their proper application, inspection protocols, lessons learned, typical cases, and enforcement procedures. Document staff trained and date. Training is available here: <https://laurie-s-school-71dc.thinkific.com/courses/source-control-online-training>**

Source Control Program deadlines:

- **Complete at least 20% of inventory per year with 100% inspected in a 5-year period.**
- **Annually report businesses inspected organized by business type to be submitted in the Annual Report.**

SECTION 9

MUNICIPAL OPERATIONS AND MAINTENANCE PROGRAM

This measure requires the City to examine and subsequently alter their own actions to help ensure a reduction in the amount and type of pollution that: (1) collects on streets, parking lots, open spaces, and storage and vehicle maintenance areas and is discharged into local waterways; and (2) results from actions such as environmentally damaging land development and flood management practices or maintenance of storm sewer systems.

The DOE Phase II permit states that each Permittee shall develop and implement an Operations & Maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.”

The minimum performance measures are:

- a. *Each Permittee shall implement maintenance standards that are as protective, or more protective, of facility function than those specified in the Stormwater Management Manual for Western Washington or a Phase I program approved by Ecology. For facilities which do not have maintenance standards, the Permittee shall develop a maintenance standard. No later than June 30, 2027, Permittees shall update their maintenance standards as necessary to meet the requirements of this Section.*
- i. *The purpose of the maintenance standard is to determine if maintenance is required. The maintenance standard is not a measure of the facility's required condition at all times between inspections. Exceeding the maintenance standard between inspections and/or maintenance is not a permit violation.*
- ii. *Unless there are circumstances beyond the Permittee's control, when an inspection identifies an exceedance of the maintenance standard, maintenance shall be performed:*
 - *Within 1 year for typical maintenance of facilities, except catch basins;*
 - *Within 6 months for catch basins; and*
 - *Within 2 years for maintenance that requires capital construction of less than \$25,000.*

Circumstances beyond the Permittee's control include denial or delay of access by property owners, denial or delay of necessary permit approvals, and unexpected reallocations of maintenance staff to perform emergency work. For each exceedance of the required timeframe, the Permittee shall document the circumstances and how they were beyond their control.

- b. *Maintenance of stormwater treatment and flow control BMPs/facilities regulated by the Permittee.*
- c. *Maintenance of stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee.*
- i. *Each Permittee shall implement a program to annually inspect all municipally owned or operated stormwater treatment and flow control BMPs/facilities. Permittees shall implement appropriate maintenance action(s) in accordance with the adopted maintenance standards.*

The inspection program shall be implemented by qualified personnel.

Permittees may reduce the inspection frequency based on maintenance records of double the length of time of the proposed inspection frequency. In the absence of maintenance records, the Permittee may substitute written statements to document a specific less frequent inspection schedule. Written statements shall be based on actual inspection and maintenance experience and shall be certified in accordance with G19 – Certification and Signature.

- ii. *Each Permittee shall spot check potentially damaged stormwater treatment and flow control BMPs/facilities after major storm events 24-hour storm event with a 10 year or greater recurrence interval). If spot checks indicate widespread damage/maintenance needs, inspect all stormwater treatment and flow control BMPs/facilities that may be affected. Conduct repairs or take appropriate maintenance action in accordance with maintenance standards established above, based on the results of the inspections.*
- iii. *Each Permittee shall continue to inspect all catch basins and inlets owned or operated by the Permittee every two years, by December 31st. Clean catch basins if the inspection indicates cleaning is needed to comply with maintenance standards established in the Stormwater Management Manual for Western Washington. Decant water shall be disposed of in accordance with Appendix 6 – Street Waste Disposal.*

The following alternatives to the standard approach of inspecting all catch basins every two years may be applied to all or portions of the system:

- (a) *The catch basin inspection schedule of every two years may be changed as appropriate to meet the maintenance standards based on maintenance records of double the length of time of the proposed inspection frequency. In the absence of maintenance records for catch basins, the Permittee may substitute written statements to document a specific, less frequent inspection schedule. Written statements shall be based on actual inspection and maintenance experiences and shall be certified in accordance with G19 – Certification and Signature.*
- (b) *Inspections every two years may be conducted on a “circuit basis” whereby 25% of catch basins and inlets within each circuit are inspected to identify maintenance needs. Include an inspection of the catch basin immediately upstream of any MS4 outfall, discharge point, or connections to public or private storm systems, if applicable. Clean all catch basins within a given circuit for which the inspection indicates cleaning is needed to comply with maintenance standards established under S5.C.7.a, above.*
- (c) *The Permittee may clean all pipes, ditches, and catch basins and inlets within a circuit once during the permit term. Circuits selected for this alternative must drain to a single point.*
- iv. *Compliance with the inspection requirements in S5.C.7.c.i-iii, above, shall be determined by the presence of an established inspection program achieving at least 95% of required inspections.*
- (d) *Implement 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. No later than December 31, 2027, document the practices, policies, and procedures. Lands owned or maintained by the Permittee include but are not limited to: streets; parking lots; roads; highways; buildings; parks; open space; road rights-of-way; maintenance yards; and stormwater treatment and flow control BMPs/facilities.

The following activities shall be addressed:

- i. Pipe cleaning*
 - ii. Cleaning of culverts that convey stormwater in ditch systems*
 - iii. Ditch maintenance*
 - iv. Street cleaning*
 - v. Road repair and resurfacing, including pavement grinding*
 - vi. Snow and ice control*
 - vii. Utility installation*
 - viii. Pavement striping maintenance*
 - ix. Maintaining roadside areas, including vegetation management*
 - x. Dust control*
 - xi. Application of fertilizers, pesticides, and herbicides according to the instructions for their use, including reducing nutrients and pesticides using alternatives that minimize environmental impacts*
 - xii. Sediment and erosion control*
 - xiii. Landscape maintenance and vegetation disposal*
 - xiv. Trash and pet waste management*
 - xv. Building exterior cleaning and maintenance*
- (a) For Permittee-owned building built or renovated between 1950-1980, update policies, practices, or procedures to include Source Control BMPs to minimize PCBs from entering the MS4. Permittees shall not discharge washdown water to the MS4 if the building is confirmed or suspected to have PCB-containing materials.*
- xvi. Preparing Permittee-owned buildings for renovation or demolition.*
 - (a) Update policies, practices, or procedures to include Source Control BMPs for building materials to prevent PCBs from entering the MS4 in preparation for and during demolition and renovations.*
- (e) No Later than July 1, 2027, develop and implement a municipal street sweeping program to target high priority areas and times during the year that would reasonably be expected to result in the maximum water quality benefits to receiving waters. The following program elements shall be included:*
- i. Apply street sweeping program to publicly owned roads in MS4 drainage areas that discharge to outfalls. Within those areas, sweep the following high priority areas, where applicable:*
 - (a) High traffic roads, such as arterials;*

- (b) *Accessible curb and gutter streets - permittees may need to implement parking restrictions or other effective methods to optimize pollutant removal;*
 - (c) *Areas with significant tire wear, e.g. roundabouts, high traffic intersections, municipal-operated parking lots;*
 - (d) *Areas with significant tree canopy with seasonal leaf litter drop;*
 - (e) *Municipal roads that serve commercial or industrial land use areas; and*
 - (f) *MS4 basins that discharge to surface receiving waters that support salmonids.*
- ii. *Sweep high priority areas at least once between July and September each year and two additional times a year as determined by the Permittee to provide additional water quality benefits. For calendar year 2027, only one sweeping event is required.*
- a. *Permittees may document reasoning for alternative sweeping timing and frequency based on local conditions (e.g., climate) and estimated pollutant deposition quantities. Documentation shall also be based on actual maintenance experience and be certified in accordance with G19 – Certification and Signature.*
 - b. *If a Permittees' existing overall street sweeping program provides equivalent or greater street sweeping frequency relative to the requirements above, the Permittee may continue to implement its existing street sweeping program. Documentation shall be certified in accordance with G19 – Certification and Signature.*
- iii. *Annually sweep at least 90% of high priority areas within the MS4 drainage areas.*
- iv. *Follow equipment design performance specifications to ensure that street sweeping equipment is operated at the proper design speed with appropriate verification, and that it is properly maintained.*
- v. *Permittee shall dispose of sweeper waste material in accordance with Appendix 6- Street Waste Disposal.*
- vi. *Document the road type and level of traffic served (e.g. AADT or estimated # of vehicles served) of roads swept, frequency, type of sweeper, lane miles, a map of the areas and land uses swept, and approximation of street waste removed. Begin reporting with the Annual Report March 31, 2029.*
- f. *Implement 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 or another NPDES permit that authorizes stormwater discharges associated with the activity. SWPPPs shall include the following information, at a minimum:*
- i. *A detailed description of the operational and structural BMPs in use at the facility and a schedule for implementation of additional BMPs when needed. BMPs selected shall be consistent with the Stormwater*

Management Manual for Western Washington, or a Phase I program approved by Ecology. The SWPPP shall be updated as needed to maintain relevancy with the facility.

ii. At minimum, annual inspections of the facility, including visual observations of discharges, to evaluate the effectiveness of the BMPs, identify maintenance needs, and determine if additional or different BMPs are needed. The results of these inspections shall be documented in an inspection report or check list.

iii. An inventory of the materials and equipment stored on-site, and the activities conducted at the facility which may be exposed to precipitation or runoff and could result in stormwater pollution.

iv. A site map showing the facility's stormwater drainage, discharge points, and areas of potential pollutant exposure.

v. A plan for preventing and responding to spills at the facility which could result in an illicit discharge.

- g. Implement an ongoing training program for employees of the Permittee whose primary construction, operations, or maintenance job functions may impact stormwater quality. The training program shall address the importance of protecting water quality, operation and maintenance standards, inspection procedures, relevant SWPPPs, selecting appropriate BMPs, ways to perform their job activities to prevent or minimize impacts to water quality, and procedures for reporting water quality concerns. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements, or staffing. Permittees shall document and maintain records of training provided. The staff training records to be kept include dates, activities or course descriptions, and names and positions of staff in attendance.*

- h. Maintain records of the activities conducted to meet the requirements of this Section.*

The City of University Place has developed an operations and maintenance program that:

- Identifies maintenance standards for drainage facilities (King County Maintenance Requirements for Stormwater Flow Control, Conveyance and Water Quality Facilities)**
- Includes a SWPPP for our maintenance facility.**

- Established an active IDDE program to protect water quality. Within the program track illicit discharges and ensure field staff training in elimination is conducted annually.
- Established a program that all municipal and private flow control and water quality facilities are inspected annually. Establish an inspection schedule to include inspecting all catch basins every 2 years with the current cycle ending December 31, 2025. Inspections shall also include spot checking treatment and flow control facilities/BMPs and repair, if necessary, after major storm events (24-hour storm event with a 10 year or greater recurrence interval).
- Added real time mapping, maintenance tracking within the field IPads, including access to GIS maps and layers of information.
- Ensures field staff is trained in programs and certifications which help staff to recognize, reduce, or eliminate stormwater pollution. Potential resources for training classes may be found at:
 - <https://www.wastormwatercenter.org/permit-assistance/municipal/municipal-events/>
 - <https://www.wastormwatercenter.org/permit-assistance/municipal/permit-assistance-2/ic-id/>
 - <https://ecoss.org/projects/municipal-stormwater/>
- Implement practices to reduce storm water impacts associated with public streets and public property using the University Place Operations and Maintenance Stormwater Pollution Management document as a guideline.
- Adopted maintenance standards (King County Maintenance Requirements for Stormwater Flow Control, Conveyance and Water Quality Facilities) which are as protective or more than those indicated in the Department of Ecology Stormwater Management Manual for Western Washington.
- Maintain ordinance (UPMC 13.25.270) identifying responsible party for maintaining private flow control and water quality facilities and that allows inspection and enforcement of maintenance standards of these facilities.

Municipal Operations And Maintenance Program Deadlines:

- No later than June 30, 2027, update our maintenance standards as necessary to meet the requirements of this Section.
- No later than December 31, 2027, document the practices, policies, and procedures for the operations and maintenance needs listed in this Section.
- No later than July 1, 2027, develop and implement a municipal street sweeping program that targets high priority areas.

- Starting with the Annual Report March 31, 2029, begin documenting the road type and level of traffic served, or roads swept, frequency, type of sweeper, lane miles, a map of the areas and land uses swept, and approximation of street waste removed.

SECTION 10

MONITORING AND ASSESMENT

A. Regional Status and Trends Monitoring

1. *All Permittees that chose S8.A.2 Regional Status and Trends Monitoring Option in the Phase II Western Washington Municipal Stormwater Permit, August 1, 2019 – July 31, 2024, shall make a one-time payment into the Stormwater Action Monitoring (SAM) collective fund to implement regional small streams and marine nearshore areas status and trends monitoring in Puget Sound or, urban streams in the Lower Columbia River basin. This payment is due on or before December 1, 2024. Submit payment according to S8.D, below.*
2. *All City and County Permittees covered under the Phase II Western Washington Municipal Stormwater Permit, August 1, 2019 – July 31, 2024, except the Cities of Aberdeen and Centralia, shall notify Ecology in writing which of the following two options for regional status and trends monitoring (S8.A.2.a or S8.A.2.b) the Permittee chooses to carry out during this permit term. The written notification with G19 signature is due to Ecology no later than December 1, 2024. Either option will fully satisfy the Permittee’s obligations under this Section (S8.A.2). Each Permittee shall select a single option for this permit term.*
 - a. *Make annual payments into a Stormwater Action Monitoring (SAM) collective fund to implement regional receiving water status and trend monitoring of either: small streams and marine nearshore areas in Puget Sound, or urban streams in Clark and Cowlitz Counties in the Lower Columbia River basin, depending on the Permittee’s location. The annual payments into the collective fund are due on or before August 15 each year beginning in 2025. Submit payments according to Section S8.D, below.*

Or
 - b. *Conduct stormwater discharge monitoring per the requirements in S8.C.*

B. Stormwater Management Program (SWMP) Effectiveness and Source Identification Studies

1. *All Permittees that chose S8.B Effectiveness Studies Option in the Phase II Western Washington Municipal Stormwater Permit, August 1, 2019 – July 31, 2024, shall make a one-time payment into the collective fund for Stormwater Action Monitoring (SAM) to implement effectiveness studies and source identification studies. The payment is due on or before December 1, 2024. Submit payment according to S8.D, below.*
2. *All City and County Permittees covered under the Phase II Western Washington Municipal Stormwater Permit, August 1, 2019 – July 31, 2024, shall notify Ecology in writing which of the following two options (S8.B.2.a or S8.B.2.b) for effectiveness and source identification studies the Permittee chooses to carry out during this permit term. The written notification with G19 signature is due to Ecology no later than December 1, 2024. Either option will fully satisfy the Permittee’s obligations under this Section (S8.B.2). Each Permittee shall select a single option for this permit term.*
 - a. *Make annual payments into a SAM collective fund to implement effectiveness and source identification studies. The annual payments into the collective fund are due on or before August 15 each year beginning in 2020. Submit payments according to Section S8.D, below.*

Or

- b. *Conduct stormwater discharge monitoring per the requirements in S8.C.*
3. *All Permittees shall provide information as requested for effectiveness and source identification studies that are under contract with Ecology as active Stormwater Action Monitoring (SAM) projects. These requests will be limited to records of SWMP activities and associated data tracked and/or maintained in accordance with S5 – Stormwater Management Program for Cities, Towns, and Counties and/or S9 – Reporting Requirements. A maximum of three requests during the permit term from the SAM Coordinator will be transmitted to the Permittee’s permit coordinator via Ecology’s regional permit manager. The Permittee shall have 90 days to provide the requested information.*

C. Stormwater discharge monitoring

1. *This Section applies only to Permittees who choose to conduct stormwater discharge monitoring per S8.A.2.b and/or S8.B.2.b in lieu of participation in the regional status and trends monitoring and /or effectiveness and source identification studies. These Permittees shall conduct monitoring in accordance with Appendix 9 and an Ecology-approved Quality Assurance Project Plan (QAPP) as follows:*
 - a. *Permittees who choose the option to conduct stormwater discharge monitoring for either S8.A.2 or S8.B.2 shall monitor three independent discharge locations.*

Permittees who choose the option to conduct stormwater discharge monitoring for both S8.A.2 or S8.B.2 shall conduct this monitoring at a total of six locations; at least four locations shall be independent (one location may be nested in another basin).

- b. No later than February 1, 2025, each Permittee shall submit to Ecology a draft stormwater discharge monitoring QAPP for review and approval. The QAPP shall be prepared in accordance with the requirements in Appendix 9. The final QAPP shall be submitted to Ecology for approval as soon as possible following finalization, and before August 15, 2025, or within 60 days of receiving Ecology's comments on the draft QAPP (whichever is later).*
- c. Flow monitoring shall begin no later than October 1, 2025, or within 30 days of receiving Ecology's approval of the final QAPP (whichever is later). Stormwater discharge monitoring shall be fully implemented no later than October 1, 2026.*
- d. Data and analysis shall be reported annually in accordance with the Ecology-approved QAPP. Each Permittee shall enter into the Department's Environmental Management (EIM) database all water and solids concentration data collected pursuant to Appendix 9.*
- vii. Within 60 days of completing the study, or no later than March 31, 2029, publish a final report with the results of the study and recommended future actions based on findings, include a summary of results.*

D. Payments into the Stormwater Action Monitoring Collective Fund.

- 1. This Section applies to all Permittees who choose to make annual payments into the SAM collective funds for S8.A Regional Status and Trends Monitoring and/or S8.B Effectiveness and Source Identification Studies.*
- 2. Each Permittee's S8.A and S8.B payment amounts are listed in Appendix 11 and in the invoices that will be sent to the Permittee approximately three months in advance of each payment due date. Mail payments according to the instructions in the invoice.*

The City of University Place meets the requirements of Monitoring and Assessment by paying into the SAM collective funds for Regional Status and Trends Monitoring and Effectiveness and Source Identification Studies.

Monitoring and Assessment Deadlines:

- Pay into the Stormwater Action Monitoring (SAM) collective fund by August 15th of each year.**

SECTION 11

REPORTING & RECORDKEEPING REQUIREMENTS

A. Annual Report Submittal

- 1. No later than March 31 of each year beginning in 2025, each Permittee shall submit an Annual Report. The reporting period for the first Annual Report will be from January 1, 2024, through December 31, 2024. The reporting period for all subsequent Annual Reports will be the previous calendar year unless otherwise specified.*
- 2. Permittees shall submit annual reports electronically using Ecology's Water Quality Permitting Portal (WQWebPortal) available on Ecology's website.*
- 3. Permittees unable to submit electronically through Ecology's WQWebPortal shall contact Ecology to request a waiver and obtain instructions on how to submit an Annual Report in an alternative format.*

B. Records Retention

Each Permittee is required to keep all records related to this Permit and the SWMP for at least five years after the expiration date of this Permit.

C. Records Available to the Public

Each Permittee shall make all records related to this Permit and the Permittee's SWMP available to the public at reasonable times during business hours. The Permittee will provide a copy of the most recent annual report to any individual or entity, upon request.

- 1. A reasonable charge may be assessed by the Permittee for making photocopies of records.*
- 2. The Permittee may require reasonable advance notice of intent to review records related to this Permit.*

D. Annual Report for Cities, Towns, and Counties

Each annual report shall include the following:

- 1. A copy of the Permittee's current Stormwater Management Program Plan (SWMP Plan), as required by S5.A.2.*
- 2. Submittal of the annual report form as provided by Ecology pursuant to S9.A, describing the status of implementation of the requirements of this Permit during the reporting period.*
- 3. Attachments to the annual report form include summaries, descriptions, reports, and other information as required, or as applicable, to meet the requirements of*

this Permit during the reporting period, or as a required submittal. Refer to Appendix 3 for annual report questions.

4. *If applicable, notice that the MS4 is relying on another entity to satisfy any of the obligations under this Permit.*
5. *Certification and signature pursuant to G19.D, and notification of any changes to authorization pursuant to G19.C.*
6. *A notification of any annexations, incorporations or jurisdictional boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period.*

The City of University Place will produce an annual report that meets these guidelines and submit to Ecology by March 31st of each year.

Reporting Requirement Deadlines:

- By March 31, annually Submit an annual report to Ecology.

SECTION 12

COMPLIANCE WITH UNDERGROUND INJECTION CONTROL (UIC) WELL PROGRAM REQUIREMENTS

The UIC Program rule, chapter 173-218 WAC, is the regulatory authority for underground injection control wells in Washington. This section describes the requirements of the UIC well program.

UIC Program Requirements:

To use the presumptive approach to meet UIC program rule authorization for municipal Class V UIC wells, jurisdictions have the option of applying the Stormwater Management Program (SWMP) that complies with their MS4 Permit to the areas served by their municipal UIC wells.

The requirements include:

- Register all UIC wells, existing (in use before February 3, 2006) and new, with Ecology.
- Complete well assessment for all existing wells in use prior to February 3, 2006.
- Site, design, construct, operate, and maintain new UIC wells according to the specifications throughout the 2024 *Stormwater Management Manual for Western Washington (SWMMWW)* Section I-4 Underground Injection Wells
- Fulfill source control and O&M requirements for both new and existing UIC wells by:
 - O&M according to the specifications of SWMMWW Section I-4.

- Source control activities (including targeted education and outreach) that are well-suited for land uses associated with the UIC wells and to the specifications in the SWMMWW.
- Provide illicit discharge detection and elimination (IDDE) programs in areas served by the UIC wells to prevent pet waste and control other sources of pathogens.

Current activities by the City:

The City will need to assess existing facilities to see if they meet the classification for municipal Class V UIC wells. If new ones are constructed, they will meet the requirements of the UIC Program by applying the SWMP to the entire MS4, including areas served by UIC facilities.

- **For new UIC wells, registration forms are submitted 60 days prior to construction to allow for a full review of the application by Ecology and the City. All UIC wells will comply with the siting design, and treatment requirements through either the presumptive approach or the demonstrative approach.**
- **The City will provide operations and maintenance of all UIC wells per the specifications in the Department of Ecology Stormwater Management Manual, Section I-4.11.**
- **The City's Source Control Program will target pollution generating sources that potentially contribute storm runoff to the UIC wells. The City will inspect 100% of source control complaints utilizing BMP educational materials and illicit discharge violations as needed.**
- **The City's Municipal Code 13.25 and 12.10 outlines storm water management regulations and provides a mechanism to take enforcement actions for any code violations.**
- **The City implements an IDDE program to promote no other liquids other than stormwater to drain to UIC wells and to reduce potential pollutants in stormwater in general.**
- **The City's general public education program helps to identify and correct sources of stormwater pollution. Sampling results are used to identify and eliminate the sources of pollution when necessary. Staff also investigate any spill complaints and address them with best management practices as appropriate in a timely manner.**
- **Continue to implement Source Control and IDDE programs to identify and correct any potential sources of pollution.**

Planned activities by the City:

Future actions will consist of continuing to meet the requirements for any new UIC wells, as well as maintaining and improving the programs and adapting as necessary to meet program objectives.

The City plans to conduct the following activities this year, including areas that could be served by UIC wells:

- **Submit all registration forms, for any new and existing UIC wells, 60 days prior to construction to allow for a full review of the application by Ecology. All UIC wells will comply with all siting design and treatment requirements through either the presumptive approach or the demonstrative approach.**
- **Continue to maintain facilities to enhance water quality and meet UIC program requirements.**
- **Continue to provide general stormwater education on the City's website along with providing stewardship opportunities on the City's website.**
- **Continue to post public opportunities to get involved in the development, implementation and update of the City's SWMP.**
- **Increase the effectiveness of the current storm water education programs.**
- **Educate the current businesses in the city on general stormwater management practices**
- **Establish a plan to have the businesses within the city to comply with the current stormwater requirements.**
- **Adopt and implement an ordinance that requires the use of source control BMPs for pollution generating sources.**
- **Continue to implement Source Control and IDDE programs to identify and correct any potential sources of pollution.**
- **Map all known connections from the MS4 to a privately owned stormwater system.**