

Stormwater Management Program 2011 Activities



City of Sammamish

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ACRONYMS

Ecology	Washington State Department of Ecology
GIS	Geographic Information Systems
IDDE	Illicit Discharge Detection and Elimination
KCC	King County Code
KCSWDM	King County Surface Water Design Manual
KCSWPPM	King County Stormwater Pollution Prevention Manual
LID	Low Impact Development
MOC	Maintenance and Operations Center
MS4	Municipal Separate Storm Sewer System
NPDES	National Pollutant Discharge Elimination System
O&M	Operations and Maintenance
SMC	Sammamish Municipal Code
SWMCP	Stormwater Management Comprehensive Plan
SWMP	Stormwater Management Program
SWPPP	Stormwater Pollution Prevention Plan

INTRODUCTION

BACKGROUND

This document outlines activities planned for 2011 as part of the City of Sammamish's (City's) Stormwater Management Program (SWMP). The City's SWMP is implemented, in part, to comply with the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit (the Permit).

The Washington State Department of Ecology (Ecology) issued the Permit in January 2007 as part of its implementation of the Federal Clean Water Act. The Permit covers a five-year period from February 16, 2007, to February 15, 2012. Ecology will issue another permit after this one expires. Requirement deadlines are spread throughout the Permit period.

The Permit outlines requirements to protect the water quality in natural receiving waters (streams, lakes, wetlands, etc.) from municipal separate storm sewer discharges. The NPDES Municipal Stormwater Permit program is separated out into two different phases.

Phase I applies to "large" and "medium" cities and counties, meaning those with a population greater than 250,000, and a population between 100,000 and 250,000, respectively. Phase II applies to all other cities, towns, or counties owning or operating a municipal separate storm sewer system (MS4). The City is a Phase II permittee.

PURPOSE

Each year, the Permit requires the City to submit an Annual Report form that summarizes the City's stormwater activities for the previous calendar year. The SWMP document, required as an attachment to the Annual Report, provides a summary of stormwater activities proposed for future years. This document provides the summary for 2011.

Both the Annual Report form and the SWMP document can be obtained as separate documents through contacting the City or viewed on the City's website at www.ci.sammamish.wa.us

This SWMP document is intended to be used in three different ways.

1. It will assist Ecology municipal stormwater staff in gaining a better understanding of the City's planned activities for 2011 and facilitate permit compliance support.
2. The SWMP document is intended to inform the public of the City's plans and to solicit input in the form of questions or suggestions.
3. Since this document brings together many elements of the City's stormwater activities, it will be used by City staff to clarify the current status of their SWMP and help focus their daily activities.

The SWMP document is not a legal document. Instead, the components and actions described in the document are enforced through other adopted regulations, such as the Permit and the City's Municipal Code and Stormwater Ordinances.

DOCUMENT ORGANIZATION

The SWMP components described in this document are presented in the same order as they appear in the Permit, that is:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination (IDDE)
4. Controlling Runoff from New Development, Redevelopment, and Construction Sites
5. Pollution Prevention and Operation and Maintenance for Municipal Operations

Each section of this document provides a brief overview of permit requirements, summarizes existing programs and activities currently underway that meet or contribute toward meeting the permit requirements, and identifies activities planned for 2011 and into the future.

1. PUBLIC EDUCATION AND OUTREACH

1.1 OVERVIEW

The goal of public education and outreach is to empower citizens, businesses, and public employees to change their habits in ways that prevent pollution and protect natural waters where stormwater runoff flows.

The City is conducting an on-going update to the public education program. The update is a joint effort between Community Development, which oversees planning and building and code enforcement, and the City Manager's Office, which acts as the City's communications manager, and Public Works.

In general, the City is prioritizing existing programs, developing new programs based on feedback, and collaborating with other NPDES Permit jurisdictions on regional public education.

1.2 COST TRACKING

Program Elements:

- The City currently estimates the cost of developing and implementing the public education and outreach program through approximations of staff time and capital expenditures.
- Systems are being developed by the City to track actual costs of developing and implementing the public education and outreach program.

1.3 TARGET AUDIENCES AND SUBJECT AREAS

The following sections summarize components of the City's public education program, specific to target audience groups.

1.3.1 General Public

Education geared toward the general public is intended to provide information on the impacts of flows into surface water and groundwater from the storm sewer system, and environmental stewardship and pollution prevention practices that can be adopted to lessen these impacts.

Such practices may include using community car-washes, improved pet waste practices, landscaping, and use of water body buffers.

Program Elements:

- News on Website: The City website includes a main page highlighting City news, including articles on stormwater-related issues, events, and projects. The website also contains pages highlighting the City events calendar, City project summaries, and City maps, all of which include stormwater-related topics/data.
- Volunteer Events: The City sponsors regular volunteer events with activities including native plantings, the annual Earth Day Pine Lake Park clean up, etc. Events are publicized in the City newsletter and on the City website.

- Storm Drain Markers: The City coordinates storm drain marking through volunteer programs.
- Newsletter Articles and Newspapers: The City provides general awareness of stormwater impacts and issues through publication.
- Sammamish Stormwater Spill Hotline: This number is provided for citizens and the general public to report spills, polluters, or for general information.
- Surface Water Webpage: The City has a centralized page for all surface water-related topics. The page will include links to most existing City webpages that pertain to surface water, including events, project, news, and City contacts. In addition, the page will direct users to external resources including County, State, and Federal stormwater information.
- ECO Friendly Car Washes: Work with local High School Booster clubs to provide car wash program to high school students.
- Slope Prevention and Erosion: Provide information via news articles and webpage on how to prevent such activity.
- SOGgies: The City will continue to collaborate with several eastside jurisdictions (SOGgies) to provide area wide programs.
- STORM: The City will continue to coordinate with STORM for ongoing education collaboration.
- Watershed Festival: A festival for 4th grade students in collaboration with other local governmental agency to discover and educate the importance of water in our lives.
- Farmer's Market Outreach: Public Works sponsors a booth at the Sammamish Farmer's Market annually. The booth contains a stormwater education component.
- Sustainable September: Annual event put on in conjunction with the Chamber of Commerce to enforce sustainable behaviors and educate the citizens of Sammamish.

1.3.2 General Public and Businesses

Education geared towards the general public and businesses is intended to provide information on pollution prevention when using and storing automotive chemicals, hazardous cleaning supplies, carwash soaps and other hazardous material; as well as the impacts of illicit discharges and how to report them.

Program Elements:

- King County Hazardous Wastemobile: The City will be notifying homeowners and property managers of the King County Hazardous Wastemobile's visit to Sammamish this August.
- Stormwater Pollution Prevention Practices Mailings: The City is working on a program to provide posters and/or brochures in different languages to local businesses regarding stormwater pollution prevention practices they can adopt.

- City Newsletter Articles: The City will provide a number of stormwater education articles that apply to local businesses.

1.3.3 Homeowners, Landscapers, and Property Managers

Education geared towards homeowners, landscapers, and property managers is intended to provide information on yard care techniques to protect water quality; pollution prevention techniques for use and storage of pesticides and fertilizer; pollution prevention techniques for carpet cleaning and auto repair and maintenance; Low Impact Development (LID) techniques, including site design, pervious paving, retention of forests and mature trees; and stormwater pond maintenance.

Program Elements:

- Newsletter Articles: The City distributes a monthly newsletter to all postal customers which periodically includes stormwater-related articles.
- LID Articles: Developers utilizing LID techniques beyond a certain threshold may request that the City generate a “Featured LID Development” article in the City newsletter covering the development.
- Compost Bin Sale: The City of Sammamish offers a compost bin sale to make bins available to City residents at a reduced cost.
- Beaver Lake Monitor: Every four to six months, members of the Beaver Lake Management District advisory board work with King County and City of Sammamish staff to publish the *Beaver Lake Monitor* newsletter which is mailed to all members of the district.

These newsletters are primarily updates on the current status of the Beaver Lake Management District’s work, but also include useful information about how residents can take simple steps to help protect Beaver Lake.

- Inspections: The City provides inspection of private drainage systems and technical assistance at the time of permit issuance and also through annual inspections under a contract with King County.
- King County Hazardous Wastemobile: The City will be notifying homeowners and property managers of the King County Hazardous Wastemobile’s visit to Sammamish this August.
- Aquatic Resource Prioritization: The City will be working on a program that provides additional education to homeowners and property managers that have natural waters on their property.
- Lake Brochures and Mailings: The city has a program that offers educational brochures and mailings to assist in lake stewardship and lake friendly landscaping.

1.3.4 Engineers, Contractors, Developers, Review Staff and Land Use Planners

Education geared towards engineers, contractors, developers, review staff and land use planners is intended to provide information on technical standards for stormwater site and erosion control plans; LID techniques, including site design,

pervious paving, retention of forests and mature trees; and stormwater treatment and flow control techniques.

Program Elements:

- Pre-Application Conferences: The City meets with permit applicants to review application requirements and to provide comments on development proposals prior to submittal.

A pre-application conference is required for some Type 1 (Boundary Line Adjustment) applicants; and all Type 2 (Short Plat, Variance, Conditional or Temporary Use Permits, SEPA and Reasonable Use Exception), Type 3 (Subdivision, Plat Alteration and Zone Reclassification), and Type 4 (Shoreline Substantial Development Permit, Shoreline Conditional Use and/or Variance Permits) applicants.

- LID Ordinance: The City adopted an LID Ordinance designed to encourage development proposals to incorporate LID planning and design approaches into project development by providing incentives tied to LID's use.
- TESC detail sheets are provided by the City to the contractors through our Permit Center and Pre Application meetings.
- LID Articles: Developers applying for permits utilizing LID techniques beyond a certain threshold may request that the City generate a "Featured LID Development" article in the City newsletter covering the development.
- Surface Water Design Manual: The City is planning to adopt the 2009 King County Surface Water Design Manual (KCSWDM) for use by engineers, contractors, developers, review staff and land use planners during site design and review.

Permit applications for short plats, subdivisions, and commercial development require submittal of a stormwater Technical Information Report as defined in KCSWDM.

- Technical Standards for Stormwater and Erosion Control Plans: Technical Standards for stormwater control and erosion will be available on the City's Stormwater webpage at:
www.ci.sammamish.wa.us/departments/publicworks/stormwatermanagement.aspx.
- Supplemental Guidance to KCSWDM: The City is working to update the SMC to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the KCSWDM.

The supplemental guidance that will be incorporated into the SMC is expected to be developed by early 2011.

1.4 MEASURING EDUCATION SUCCESS

Program Elements:

- The City currently does not track the results of its education and outreach efforts, though it does informally evaluate the cost compared to the benefit of these efforts.

- The City plans to work with the STORM group in their development of a measuring tool that can be used by member jurisdictions.

In addition, the City plans to insert a few stormwater questions into the City-wide survey of its residence. The results of this first survey will be used as a baseline for future comparisons.

1.5 RECORDS OF PUBLIC EDUCATION

Program Elements:

- At present, the city maintains informal records of public education activities.
- The City is continuing to establish a system to organize and maintain records of public education and outreach activities in a manner that can be easily accessed and referenced.

2. PUBLIC INVOLVEMENT AND PARTICIPATION

2.1 OVERVIEW

The goal of public involvement and participation is to create opportunities for the public to participate in the decision-making processes involving the City's SWMP through things like advisory councils, watershed committees, participation in developing rate-structures, stewardship programs, environmental activities or other similar activities. The milestone deadline in the Permit for the public involvement program is:

2.2 OPPORTUNITIES FOR PUBLIC PARTICIPATION

Program Elements:

- Revised SWMP is presented to the City Council in a publically advertized meeting.
- Revised SWMP document and Phase II permit annual report on the City Stormwater website page.
- The City holds public meetings for projects that are part of the overall SWMP, such as the Thompson and Inglewood sub basin planning meetings. Subbasin planning goes through the following public processes:
 - SEPA process
 - Public meetings
 - Council adoption with public comment
- Beaver Lake Management District is one of several advisory boards established by the City Council to advise council members on various matters. The goal of the Beaver Lake Management District is to track environmental conditions at Beaver Lake and to promote actions and behaviors among area residents that will minimize negative impacts to the lake and its surrounding ecosystems
- Stormwater code adoption which entails the following public processes.
 - Planning Commission
 - Public hearing
 - City Council
 - Public comment
- The City continues to administer a program to organize and respond to any comments received regarding the SWMP.

2.3 ACCESS TO SWMP DOCUMENTS AND ANNUAL REPORTS

Program Elements:

- The most recent SWMP document is currently posted on the Public Works Department webpage at:

<http://www.ci.sammamish.wa.us/departments/publicworks/StormWaterManagement.aspx>

This page includes names and contact information for City Staff, including the Public Works Director and the Senior Stormwater Program Engineer.

- The City maintains the stormwater webpage for all surface water-related topics. This page includes the latest SWMP document, the Annual Report, and instructions for submitting comments or getting more information.

2.4 COST TRACKING

Program Element:

- The City currently estimates the cost of developing and implementing the public involvement and participation program through approximations of staff time and capital expenditures.

3. ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.1 OVERVIEW

An illicit discharge is defined as a storm drain that has measurable flow during dry weather containing pollutants and/or pathogens. The goal of illicit discharge detection and elimination (IDDE) is to establish an ongoing program to detect and remove illicit discharges and improper disposal to the City's storm sewer system.

The milestone deadlines in the Permit for the IDDE program are:

- February 15, 2010: Establish a long-term training program and prioritize City receiving waters that are likely to have illicit discharges.
- February 15, 2011: Complete a map of all of the major portions of the storm sewer system and conduct field assessments of three of the high-priority water bodies identified in February 2010.
- August 19, 2011: Fully implement on the on-going IDDE program and distribute information to the public explaining the hazards of illegal discharges to stormwater and improper disposal of waste.
- February 15, 2012: Conduct yearly field assessments of at least one high-priority water body.

3.2 COST TRACKING

Program Elements:

- The City currently estimates the cost of developing and implementing the IDDE program through approximations of staff time and capital expenditures.
- Systems are currently being put in place by the City to track actual costs of developing and implementing the IDDE program.

3.3 PUBLIC HOTLINE

Program Elements:

- The City has established a public hotline to report spills and illicit discharges. The City's website directs the public to contact City Hall at (425) 295-0500 for public works emergencies Monday through Friday 8:30 a.m. to 5:00 p.m. and to call the public works emergency dispatch number at (206) 296-8100 for public works emergencies after-hours, holidays and weekends.

3.4 IDDE REGULATIONS AND ENFORCEMENT

Program Elements:

- The Sammamish Municipal Code (SMC) § 15.05.010, through its adoption of King County Code (KCC) Title 9, prohibits illicit discharges to stormwater. In addition, SMC § 15.05.020, through its adoption of KCC Title 23, outlines escalating enforcement for violators of City Code.

- The City has developed an enforcement strategy for Code violations.
- The City will continue to use adaptive management as this program is evolving to identify the best response to calls.
- Implement IDDE Program elements
- Conduct field assessments on one site per year

3.5 STAFF TRAINING

Program Elements:

- The City has developed an on-going training program for all field staff responsible for conducting illicit discharge detection and elimination.

This on-going training program also includes a system to document and maintain records of all training that has taken place.
- The City will be providing additional training for municipal field staff as part of their normal duties that may observe an illicit discharge.
- The City will continue to train as necessary and track training.

3.6 PRIORITIZATION AND ASSESSMENT OF WATER BODIES

Program Elements:

- The City has created a prioritized list of receiving waters.
- The City has conducted inspections on three priority waterbodies.
 - George Davis Creek
 - Ebright Creek
 - Pine Lake Creek
- The City will continue to conduct one high priority water body inspection per year as described in the Permit.
- The City has used the information from the SWMCP and the Thompson and Inglewood subbasin assessments to prioritize receiving waters that are likely to have illicit discharges. Evaluation has been made based on characteristics such as recreational importance, fish-bearing water bodies, use complaint records, land use, storage areas, potential spill sites, etc.
- The City has a program to conduct visual inspections of high priority outfalls during dry weather as required by the Permit.

3.7 STORM SEWER SYSTEM MAPPING

Program Elements:

- A portion of the City's existing storm sewer system has already been mapped.

- Data pertaining to new construction of storm sewers in the City is recorded by the Geographic Information Systems (GIS) department and added to the City's permanent database as staff time allows.
- The City is working to develop a plan to complete the mapping of the remaining components of the storm sewer system. The mapping effort will include storm sewer outfalls, receiving waters, and stormwater management facilities owned, operated, and/or maintained by the City.

3.8 PUBLIC IDDE INFORMATION

Program Elements:

- As part of the City's ongoing efforts in public education and outreach the volunteer curb markers program places markers that state "Only Rain down the Drain".
- Research public education resources regarding illicit discharges.
- Continue ongoing efforts collaborating with SOGgies.
- Generate public information such as brochures, factsheets, and webpages explaining the hazards of illegal discharges to stormwater and improper disposal of waste both in general and specific to Sammamish.
- Distribute information to the public.

3.9 FULL IMPLEMENTATION OF THE ON-GOING IDDE PROGRAM

Program Elements:

- The City is working to establish an on-going IDDE program. The program will include procedures for locating priority areas likely to have illicit discharges, conducting field assessments of priority outfalls, characterizing the threat posed by identified illicit discharges, tracing the source of an illicit discharge, and removing the source of the discharge.
- The City will provide necessary follow-up training as needed to address changes in procedures, techniques, or requirements. All training records will be documented and maintained.

4. CONSTRUCTION AND DEVELOPMENT RUNOFF CONTROL

4.1 OVERVIEW

The goal of controlling runoff from new development, redevelopment, and construction sites is to reduce pollution from all sites that disturb a land area of 1 acre or more, including private development, public development, and roads.

The milestone deadlines in the Permit for the construction and development runoff control program are:

- February 16, 2010:
 - Adopt regulations for runoff control,
 - Site plan review, Inspection, enforcement, and LID;
 - Establish a permitting process that includes site plan review, inspection, and enforcement; adopt/implement operation and maintenance regulations for post-construction stormwater management facilities;
 - Train all City staff responsible for implementing the program.

4.2 STATE PERMIT APPLICATIONS

Program Elements:

- The City currently makes copies of state construction and industrial stormwater permits applications available to applicants of development permits.
- The City has a centralized webpage with all surface water-related topics. This page also includes links to the State construction and industrial stormwater permits applications.

4.3 RECORD KEEPING

Program Elements:

- The City currently maintains hardcopy records of inspections for all new development.
- The City also maintains an electronic database of inspection reports, maintenance activities, warning letters, notice of violations, and enforcement actions.

4.4 COST TRACKING

Program Elements:

- The City currently estimates the cost of developing and implementing the construction and development runoff control program through approximations of staff time and capital expenditures.

- Systems are currently being put in place by the City to track actual costs of developing and implementing the construction and development runoff control program.

4.5 RUNOFF CONTROL REGULATIONS

Program Elements:

- SMC § 15.05.010, through its adoption of KCC Title 9, requires projects needing drainage review to meet core requirements described in the KCSWDM.
- SMC § 15.05.010, through its adoption of KCC Title 9, also directs ongoing water quality compliance through the use of the best management practices described in the King County Stormwater Pollution Prevention Manual (KCSWPPM).
- SMC §15.05.020, through its adoption of KCC Title 23, authorizes right of entry for inspections.
- The City's LID Ordinance, O2008-236, encourages development proposals to incorporate LID planning and design approaches into project development by providing incentives tied to LID use.

Prior to the adoption of O2008-236, the City conducted a review of all other Public Works ordinances for requirements that might potentially impede the use of LID and made an effort to override these requirements within the LID Ordinance.

- The City is working to update the SMC to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the KCSWDM. This effort is a priority for 2011.
- The City is working to update the Stormwater code.

4.6 PERMITTING PROCESS

Program Elements:

- The City has a permitting process implemented through Community Development that includes plan review, inspection, and enforcement. All sites that include clearing, grading, other land-disturbing activities, or development must go through the permitting process.
- This process includes final inspections prior to approval of project construction to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs
- The City's current permitting process requires applications for short plats, subdivisions, and commercial development to submit a stormwater Technical Information Report as defined in the KCSWDM
- Develop new and update existing documents and forms to improve permitting processes. This is an ongoing effort

- Review and refine the inspection procedures used during construction to inspect/enforce TESC measures on projects exceeding the 1 acre land disturbance threshold
- Continue to support Ecology by distributing copies of the “Notice of Intent for Construction Activity” at the City’s Stormwater kiosk.
- Utilize information management (permit tracking) systems to track and report construction, new development, and redevelopment permits, inspections, and enforcement actions.
- Summarize annual activities for the “Controlling Runoff from New Development, Redevelopment, and Construction Sites” component of the Annual Report.

4.7 OPERATION AND MAINTENANCE REGULATIONS

Program Elements:

- SMC § 15.05.010, through its adoption of KCC Title 9, requires maintenance of all drainage facilities in compliance with City maintenance standards to be the responsibility of the applicant or property owner, except where City assumes responsibility. Maintenance measures must follow guidelines from KCSWDM.
- The City is working to update the SMC to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the KCSWDM. As part of this task, the City will evaluate whether supplemental maintenance guidelines will need to be developed. This effort is a priority for 2011.

4.8 STAFF TRAINING

Program Elements:

- City staff have attended trainings on erosion control, LID techniques, and stormwater design standards and practices.
- The City is working to develop an on-going training program for all field staff responsible for inspecting stormwater management at new development, redevelopment, and construction sites.
- In-house and outside training resources are currently being investigated. The on-going training program will also include a system to document and maintain records of all training that has taken place.
- The City will use adaptive management to meet the needs of the staff and the requirements of the Permit.

5. MUNICIPAL OPERATIONS AND MAINTENANCE

5.1 OVERVIEW

The goal of municipal operations and maintenance (O&M) is to prevent or reduce pollutant runoff from municipal operations. The milestone deadlines in the Permit for the municipal O&M program are:

- February 15, 2010:
 - Adopt maintenance standards;
 - Begin annual inspections of City stormwater management facilities and follow-up maintenance;
 - Begin spot-checking City stormwater facilities following large storms;
 - Establish an on -going inspection program to continue regular inspections;
 - Establish programs to reduce pollutants from roads and open spaces;
 - Train all City staff responsible for construction, operations, or maintenance;
 - Adopt and implement a Stormwater Pollution Prevention Plan (SWPPP) for City maintenance and/or storage yards.
- February 15, 2012:
 - Complete inspection of all City catchbasins and inlets.

5.2 COST TRACKING

Program Elements:

- The City estimates the cost of developing and implementing the municipal O&M program through approximations of staff time and capital expenditures.
- Systems are currently being put in place by the City to track actual costs of developing and implementing the municipal O&M program.

5.3 MAINTENANCE STANDARDS

Program Elements:

- SMC § 15.05.010, through its adoption of KCC Title 9, requires maintenance of all drainage facilities in compliance with City maintenance standards to be the responsibility of the applicant or property owner, except where City assumes responsibility. Maintenance measures must follow guidelines from KCSWDM.
- The City is working to update the SMC to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the KCSWDM.

As part of this task, the City will evaluate whether supplemental maintenance guidelines will need to be developed. Otherwise the City will use the maintenance standards that are contained in the 2009 KCSWDM.

5.4 ON-GOING INSPECTION PROGRAM

Program Elements:

- The City's water quality treatment and flow control facilities are inspected and are cleaned and repaired as necessary on an annual basis.
- The City has established a formal procedure to conduct spot checks after all major storms.
- The City contract with private purveyor to clean and inspect catch basins, a complete circuit of all four quadrants, occurs every four years.
- The City's storm drainage system is regularly inspected and cleaned and repaired as necessary through a combination of City staff and a service contract with King County.
- The City is working to update its existing system to maintain an electronic database of all inspection reports.
- The City is working to obtain King County's inventory of City drainage facilities, descriptions, and maintenance records. The City will review these records and incorporate applicable data into the City's record system.

5.5 ON-GOING O&M PROGRAM

Program Elements:

- The city currently operates a robust maintenance program based on the King County model.
- The City has established an on-going O&M program to reduce pollutants in discharges from all lands owned or maintained by the City such as parks, open spaces, road right-of-ways, maintenance yards, and stormwater treatment and flow control facilities.

The program includes components to address issues such as integrated pest management, sediment and erosion control, landscape maintenance and vegetation disposal, trash management, and building exterior cleaning and maintenance.

5.6 STAFF TRAINING

Program Elements:

- City O&M staff have attended trainings associated with pollution reduction and management.
- The City has developed an on-going training program for all field staff responsible for inspecting and maintaining municipal operations. Both in-house and outside training resources are being investigated.

The on-going training program will also include a system to document and maintain records of all training that has taken place.

- The City will use adaptive management as necessary to be compliant with the Permit.

5.7 STORMWATER POLLUTION PREVENTION PLAN

Program Elements:

- The City has identified all heavy equipment maintenance yards, storage yards, and material storage facilities and evaluating existing coverage under other permits. The City has developed SWPPPs for all applicable facilities.
- The City has implemented non-structural stormwater management practices. The City has developed SWPPPs for three sites, the Maintenance and Operations Center (MOC), Sammamish Commons and the Beaver Lake Shop

6. SUMMARY OF 2011 PRIORITIZED ACTIVITIES

6.1 ALL COMPONENTS

- Work to establish a system to track actual costs of developing and implementing each SWMP component.

6.2 ILLICIT DISCHARGE AND ELIMINATION

- Develop an on-going training program for all staff responsible for conducting IDDE.
- The city will work towards tracking actual costs of developing and implementing the IDDE program
- Working to develop a plan to complete the mapping of the remaining components of the storm sewer system

6.3 CONSTRUCTION AND DEVELOPMENT RUNOFF CONTROL

- Update existing system to maintain an electronic database of inspection reports, maintenance activities, warning letters, notice of violations, and enforcement actions.
- Update the SMC to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the KCSWDM.
- Evaluate whether flow control standards need to be modified based on modeling of Thompson and Inglewood basins.
- Evaluate whether supplemental maintenance guidelines for privately managed stormwater facilities will need to be developed based on evaluation of the KCSWDM.
- Develop an on-going training program for all field staff responsible for inspecting stormwater management at new development, redevelopment, and construction sites.

6.4 MUNICIPAL OPERATIONS AND MAINTENANCE

- Evaluate whether supplemental maintenance guidelines for publically managed stormwater facilities will need to be developed based on evaluation of the KCSWDM.
- Evaluate the current contract with King County to determine if it is adequate to cover spot-checks of facilities after large storms. If the current practices are determined to be insufficient, the City will establish procedures for storm event spot-checks.
- Evaluate the current contract with King County to determine if it is adequate to serve as an on-going inspection program. If the current contract is determined to be insufficient, the City will establish an inspection program designed to inspect all sites and document achievement of 95 percent of all planned inspections.

- Update existing system to maintain an electronic database of all inspection reports.
- Initiate development of an on-going O&M program to reduce pollutants in discharges from all lands owned or maintained by the City.
- Develop an on-going training program for all staff responsible for inspecting and maintaining municipal operations.
- Identify all heavy equipment maintenance yards, storage yards, and material storage facilities and develop SWPPPs for any applicable facilities.

7. WHERE TO FIND ADDITIONAL INFORMATION

To obtain additional information regarding the Stormwater Management Program, contact the City through any of the methods listed below.

7.1 BY PHONE

Call Sammamish:

Eric LaFrance

Senior Stormwater Program Engineer

(425) 295-0562

Or email at elafrance@ci.sammamish.wa.us

7.2 IN WRITING

Write to the City at the following address:

c/o Eric LaFrance – Senior Stormwater Program Engineer
City of Sammamish Public Works
801 228th Ave SE
Sammamish, WA 98075

7.3 ON-LINE

Visit the Sammamish Public Works Department webpage at:

<http://www.ci.sammamish.wa.us/PublicWorks.aspx>.