



**City of Sammamish**  
**NPDES PHASE II**  
**Stormwater Management Program Plan**  
**March 2021**



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## Introduction

### The Purpose of the Stormwater Management Program Plan

This document constitutes the City of Sammamish 2021 Stormwater Management Program (SWMP) Plan as required to be annually updated under condition S5.A.2 of the Western Washington Phase II Municipal Stormwater Permit (the Permit). The purpose of the document is to detail actions that the City of Sammamish proposes to take between January 1, 2021 and December 31, 2021 to maintain compliance with conditions in the Permit.

### The NPDES Program

The National Pollutant Discharge Elimination System (NPDES) is a program created under the Federal Clean Water Act with the intent of protecting and restoring water quality in lakes and streams so they can support “beneficial uses” such as fishing and swimming. Governmental and private entities wishing to discharge water or wastewater to surface waters regulated by the Federal Government (Waters of the US) must obtain permits and comply with certain conditions or face fines and other penalties. NPDES permits have been written for discharges from construction sites, concentrated animal feeding operations, industrial activities, publicly owned wastewater treatment plants, and municipal stormwater systems.

In Washington State, the US Environmental Protection Agency has delegated the authority over NPDES permits to the Washington State Department of Ecology (Ecology). Ecology has issued several general permits for discharges from stormwater systems that apply to municipalities with different sizes of populations and locations different regions of the State (Eastern and Western Washington). Phase I refers to municipalities with a population of greater than 100,000, and Phase II to those with a population of less than 100,000 according to the 1990 census.

### The Western Washington Phase II Municipal Stormwater Permit

Sammamish has been identified as a Phase II municipal stormwater permittee and therefore must establish a stormwater program that complies with conditions in the Western Washington Phase II Municipal Stormwater Permit. The Permit allows municipalities to discharge stormwater from systems it owns and operates into “waters of the state” such as rivers, lakes, streams, and ground water as long as they implement programs to reduce pollutants in stormwater to the “maximum extent practicable.” To do this, permittees must conduct programs and activities in the following program areas:

- » Stormwater Planning
- » Public Education and Outreach
- » Public Involvement and Participation
- » Stormwater System (MS4) Mapping and Documentation
- » Illicit Discharge Detection and Elimination
- » Controlling Runoff from New Development, Redevelopment, and Construction Sites
- » Municipal Operations and Maintenance
- » Source Control for Existing Development
- » Stormwater Action Monitoring

The SWMP Plan must be prepared and submitted annually and must contain the planned actions and activities that will be used in the reporting year to maintain compliance with the Permit. In addition, the Permit requires the City to submit an Annual Compliance Report by March 31st of each year that details actions taken in the previous year to achieve compliance. The full text of the Permit can be viewed at:

<https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Municipal-stormwater-general-permits/Western-Washington-Phase-II-Municipal-Stormwater>

### Permit History and Implementation

The original Western WA Phase II Permit was valid for 5 years, from February 17, 2007 to February 15, 2012, and allowed for phased implementation of stormwater management programs and actions. In 2012, Ecology reissued this Permit and extended the schedule to July 31, 2013 with no new permit conditions.

The second Permit became effective on August 1, 2012 and was modified on January 16, 2015. It was originally effective until July 31, 2018 and was extended until July 31, 2019. It required continued compliance with the substantial conditions of the previous Permit. It also allowed for phased implementation of new requirements over the permit cycle.

The current Permit became effective on August 1, 2019 and is set to expire July 31, 2024. As with past Permits, it requires continued compliance with the established substantial conditions and allows for phased implementation of new requirements. The table on page 6 provides an overall schedule timeline including implementation due dates. Sammamish continues to be in position to meet deadlines and maintain full Permit compliance.

### Current and Planned Activities

The SWMP Plan describes a set of actions and activities implemented to maintain permit compliance. The Plan is organized to address the program components noted in Condition S5.C of the Permit.

The following sections of the SWMP Plan describe how Sammamish is currently meeting the requirements of the Permit, and how the City plans to continue to meet those requirements in 2021.

Sammamish does not currently operate their stormwater system in a location where a Total Maximum Daily Load (TMDL) Plan has been approved, thus TMDL (S7) compliance requirements have not been included in this plan.

### Coordination and Responsibilities

Compliance with the Permit requires coordination and documentation of activities in several City departments. The Public Works Department Stormwater Division will coordinate City efforts and will meet with staff from other departments regularly to verify that current and planned activities meet Permit requirements. Activities required for Permit compliance will be carried out by the Public Works, Information Technology/GIS, Planning and Building, Parks, City Manager's Office, and Finance Departments.

### The Surface Water Management Utility- Other Activities

This SWMP Plan details actions and activities that fall under the purview of the Permit. Stormwater management is one part of the City's overall surface water management strategy as coordinated by the Surface Water Utility.

The Surface Water Utility conducts a suite of related programs that reduce flooding, protect and improve water quality, and protect and restore aquatic habitat in the City's streams and lakes.

Sammamish's *Storm and Surface Water Comprehensive Plan* (Stormwater Comp Plan) was updated in 2016. The Stormwater Comp Plan sets program goals, objectives, actions, and describes how the City manages storm and surface water runoff. The Stormwater Comp Plan also sets the framework for future budgeting needs. The update included extensive public involvement in the form of open houses, mailings, and web information.

For details on *Storm and Surface Water Comprehensive Plan* not addressed in this SWMP, contact the Public Works Department at (425) 295-0500, or visit the [City website here](#).

#### COVID-19 Considerations for 2021

Sammamish has been following the public health guidance provided by King County Public Health, Washington State Public Health, and the Governor's orders for phased re-opening. The functioning of the stormwater system has been deemed essential and compliance with the permit is expected to remain on track. Most office-based staff have been working from home and additional safety measures have been put in place to protect field-based staff. A new section for COVID-19 considerations has been added to each section of this Plan and details considerations for each program in 2021, as best as can be determined in this evolving situation.

# Permit Deadlines

Permit Section	Requirements	Year (by Qtr)	2019				2020				2021				2022				2023				2024	
			Deadline	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	
<b>S5.A.</b>	<b>Stormwater Management Program Plan</b>																							
	Update SWMP Annually	March 31st			X					X					X					X			X	
	Continue to track SWMP costs	ongoing																						
<b>S5.C.1.</b>	<b>Stormwater Planning</b>																							
	Convene inter-disciplinary team	8/1/2020					X																	
	Respond to Stormwater Annual Report questions for 2013-2019 permit cycle	3/31/2021								X														
	Respond to Stormwater Annual Report questions for current permit cycle	1/1/2023																		X				
	Assess barriers to LID implementation	annually																						
	Complete Receiving Water Assessment	3/31/2022													X									
	Complete Receiving Water Prioritization	6/30/2022														X								
	Develop Stormwater Management Action Plan	3/31/2023																		X				
<b>S5.C.2.</b>	<b>Public Education and Outreach</b>																							
	Continue education and outreach program	ongoing																						
	Evaluate existing program or adopt new program	7/1/2020					X																	
	Evaluate program and use resulting measures to make changes to increase effectiveness	3/31/2024																					X	
	Create or partner with existing organizations to create stewardship opportunities	ongoing																						
<b>S5.C.3.</b>	<b>Public Involvement and Participation</b>																							
	Ongoing public participation in SWMP development, post annual report and SWMP on Sammamish website (May 31st)	Annually post by May 31st				X				X					X					X			X	
<b>S5.C.4.</b>	<b>MS4 Mapping and Documentation</b>																							
	Continue GIS-based mapping program. Collect additional data of outfall size and material (1/1/2020) and connections from MS4 to private systems. (8/1/2023)	ongoing																						
<b>S5.C.5.</b>	<b>Illicit Discharge Detection and Elimination (IDDE)</b>																							
	Continue implementing the enforceable mechanism to prohibit illicit discharges.	ongoing																						
	Respond to spills and illicit connections into the MS4	ongoing																						
	Continue municipal staff training, IDDE response, and citizen reporting hotline	ongoing																						
<b>S5.C.6.</b>	<b>Control Runoff from New Development, Redevelopment, and Construction Sites</b>																							
	Continue program addressing construction and post construction runoff controls	ongoing																						
	Continue plan review, inspection, and enforcement of standards for new and redevelopment	ongoing																						
	Adopt and implement revised stormwater development codes to reduce impervious surface, protect vegetation, and minimize stormwater runoff	6/30/2022													X									
<b>S5.C.7.</b>	<b>Municipal Pollution Prevention, Operation, &amp; Maintenance</b>																							



## Stormwater Planning

Stormwater Planning is a new section of the Permit (Section S5.C.1) that requires Sammamish to enhance its existing stormwater planning efforts and is designed to inform and assist in the development of policies and strategies as water quality management tools in order to protect receiving waters. Receiving waters are defined as the natural or reconstructed naturally occurring surface water bodies, such as creeks, streams, rivers, wetlands, or groundwater, to which stormwater flows.

Sammamish has operated its stormwater system since incorporation in 1999. This is done through best available science, regulatory/permit requirements, staff expertise, and citizen input to direct the work of the City with regards to storm and surface water management.

Sammamish's Plan to Meet the Requirements of the Permit:

- ❖ **Interdisciplinary Team:** Sammamish has formed an inter-disciplinary team to inform and assist in the development, progress and influence of the Stormwater Planning Program. This team meets quarterly and is comprised of members from the Planning Department, Transportation Division, and Stormwater Staff. Members may vary based on current tasks of the team.
- ❖ **Coordination with Long Range Planning:** Sammamish exhibits strong internal coordination for long-range plan updates. The City will describe how stormwater management needs and protection/improvement of receiving water health are informing the planning update processes and influencing policies and implementation strategies through a series of annual report questions. These responses are due on March 31, 2021 for the timeframe of the 2013-2019 Permit and again on January 1, 2023 for the current 2019-2024 permit cycle.
- ❖ **Low Impact Development:** Sammamish continues to implement Low Impact Development (LID) code. LID shall remain the preferred and commonly used approach to site development as local development-related codes, rules, standards, and other enforceable documents are updated and revised. See our Low Impact Development website for more details:  
<https://www.sammamish.us/government/departments/public-works/storm-and-surface-water-management-program/green-infrastructure-low-impact-development-lid/>
  - Sammamish staff will 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.
- ❖ **Stormwater Management Action Planning:** Sammamish started the process of Stormwater Management Action Planning (SMAP) in 2020. The City completed the first two steps of the process, assessment and prioritization of water bodies. Additionally, in 2021, the City will start the final step of developing a Management Action Plan. Sammamish intends to complete this series of tasks with a combination of staff time and in partnership with a contracted consultant. As Sammamish progresses from Assessment and Prioritization, to the Management Action Plan, the City has and will continue to engage with community organizations and other entities in the plan-development process. See below for a description of each activity.
  - **Assess receiving water bodies.** The City completed a watershed inventory which included a brief description of the relative conditions of the receiving water and contributing areas. The assessment was established consistent with Ecology guidance, *Building Cities in the Rain* watershed prioritization guidance. The levels of importance and levels of degradation were the factors used in the prioritization matrix. The City used existing data from multiple sources

including, but not limited to Sammamish GIS system, Ecology 303(d) list, Washington State Department of Fish and Wildlife (WDFW) SalmonScape database, King County water quality monitoring data, and other historic and current data regarding Sammamish watersheds. The assessment is included with detailed descriptions in the City's Stormwater Retrofit Strategy.

- **Prioritize receiving water bodies.** The City developed and implemented a prioritization method and process to determine which receiving water bodies will receive the most benefit from implementation of stormwater retrofits, tailored implementation of SWMP actions, and other land/development management actions. The actions are designed to conserve, protect, or restore receiving water through stormwater and land management strategies that act as water quality management tools, reduce pollutant loading, and address hydrologic impacts from existing development as well as planned for and expected future buildout conditions. The results of the prioritization are included in the City's Stormwater Retrofit Strategy.
  - **Create a Stormwater Management Action Plan (SMAP).** The plan will describe stormwater facility retrofits selected through the prioritization process to include the Best Management Practice types and preferred locations. The SMAP will also include land management/development strategies and/or actions identified for water quality management, and targeted or enhanced implementation of stormwater management actions for a particular watershed in the City. It will propose an implementation schedule for the plan and sources for budget as well as a process and schedule for providing future assessment and feedback to improve the planning process. The plan is due March 31, 2023.
- ❖ **Record Keeping:** Sammamish will continue to track and maintain records of stormwater planning activities and summarize these activities in the Annual Compliance Report.

❖ **Departments Engaged:** Public Works, City Manager's Office, and Communications

**COVID-19 Considerations for 2021:** Beyond meeting the public health recommendations for office and field staff, Sammamish expects to continue to conduct meetings virtually. This did include the public engagement process for this plan in 2020 and will continue into 2021. The City hopes this increases the opportunity for more people to engage in the decision-making process by eliminating the barrier of travel.

## Public Education and Outreach

Sammamish provides and participates in a variety of stormwater education and outreach programs designed to build general awareness, reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts, and encourage the public to participate in stewardship activities.

Sammamish's Plan to Meet the Requirements of the Permit:

- ❖ **Regional Participation:** Sammamish is an active participant and leader in regional education and outreach groups. Staff will continue to coordinate with other permittees in Western Washington through participation in the Stormwater Outreach for Regional Municipalities (STORM) and the North King County Stormwater Outreach Group (the SOGgies).
  - Sammamish participates in STORM's awareness campaign, Puget Sound Starts Here.
  - Sammamish is participating in the development and subsequent deployment of a behavior change campaign around dumpster management.
- ❖ **General Awareness Programs:** Sammamish will continue to provide general awareness education and outreach programs for a variety of target audiences, including program considerations for overburdened communities. Sammamish incorporates behavior change principles in its general awareness programs in order to promote not just education, but a change in behavior. Examples of programs include:
  - The City, in conjunction with King Conservation District, has, for a sixth year, implemented a learning program to educate school aged children in Sammamish. *Healthy Watershed, Healthy World* will be again modified, adjusted and implemented in the 2021-22 school year.
  - The City plans to contract with ECOSS to increase awareness and understanding of stormwater management among business owners, managers and employees and encourage businesses to practice pollution prevention and best management practices. This program reaches approximately 20 businesses annually and will run from June 2021 to June of 2022
  - The City has five interpretive watershed signs displayed. They are contracted to stay in place until 2022. The signs are titled "Our Urban Watershed" they are located at high traffic areas in five parks in Sammamish and explore the watershed we live in.
  - Pet waste stations and educational signage throughout the city at parks and other locations. The City will supply these stations with dog waste bags.
  - [Storm Bandit and Engineering Records Vault](#) are an online mapping tools for property owners to explore and discover the LID facilities built on their properties and resources for maintenance support.
  - General awareness promotion through a variety of media including neighborhood mailers, e-newsletter, social media, and [Connect Sammamish](#) *Help Keep our Waters Clean* interactive web page.
  - Continue to look for opportunities to translate outreach materials into the top languages spoken in Sammamish. Examples of translation services: Sammamish's new website will work to incorporate Google Translate or similar for non-English speaking audiences.
  - Updates to our website "Help Keep Stormwater Clean," which offers helpful information and activities to prevent pollution in our stormwater.  
<https://www.sammamish.us/government/departments/public-works/storm-and-surface-water-management-program/help-keep-stormwater-clean/>

- ❖ **Behavior Change Campaign:** Based on the results of the evaluation completed in 2019 and 2020, Sammamish will be implementing a new behavior change campaign for the 2019-2024 Permit cycle.
  - Dumpster management: Sammamish is actively engaging in the regional planning effort around the Dumpster Management Behavior Change Campaign. So far, staff have actively engaged in the development of the campaign by participating in the working group, attending the Dumpster Summit, soliciting responses to a barriers assessment survey, collating and analyzing the data from regional responses, and supporting the development of the strategy and schedule for the campaign. The strategy and schedule will be finalized by February 1, 2021 and the City will begin implementing the campaign by April 1, 2021.
- ❖ **Stewardship Opportunities:** Sammamish will continue to provide stewardship opportunities for community members through various programs.
  - Storm drain marking: Volunteers mark neighborhood storm drains with labels stating, “Puget Sound Starts Here – Only Rain Down the Drain.” The purpose of these markers is to raise awareness regarding connection between our neighborhoods and local water bodies.
  - Ongoing opportunities to volunteer in wetland and riparian restoration activities. There are typically ten planting activities organized through the Volunteer Coordinator in the Parks and Recreation department.
  - Sammamish Stormwater Stewards: Volunteers sponsor the “Adopt-a-Stormwater Pond” project to encourage planting of native species around stormwater facilities, where appropriate and allowable. Typically, one new location is selected annually, and prior locations are maintained.
- ❖ **Record Keeping:** Sammamish will continue to track and maintain records of public education and outreach activities and summarize these activities in the Annual Compliance Report.
- ❖ **Departments Engaged:** Public Works, Parks Department, City Manager’s Office, and Communications

**COVID-19 Considerations for 2021:** Beyond meeting the public health recommendations for office and field staff, Sammamish anticipates that most opportunities for education and outreach will be conducted through virtual/digital platforms. Adopt-a-Pond program and restoration educational site visits, as well as limited volunteer stewardship activities will continue in-person while following COVID-19 precautions.

## Public Involvement

Sammamish is committed to providing ongoing opportunities for the public, including overburdened communities, to provide input into the development of this annual plan and into other initiatives and plans designed to improve water quality.

Sammamish's Plan to Meet the Requirements of the Permit:

- ❖ **Opportunities for Public Input:** The City welcomes comments from the public throughout the year.
  - Community feedback —The City encourages public comment in the development and implementation of the City's SWMP. The process to obtain feedback continues at virtual public meetings concerning NPDES Phase II requirements and through email, in writing, or by phone. The latest program document and annual report are posted on the City's website.
  - Water Quality Monitoring and Basin Planning – The City has developed and will continue to develop web pages to share and receive information as well as give feedback on these strategies.
  - Sammamish also seeks to involve the public in other stormwater management and clean water related decisions by engaging people during the planning and construction of stormwater infrastructure projects, the ditch and drainage maintenance program, and through the in-process stormwater management action planning effort.
  
- ❖ **Accessibility:** Sammamish is currently updating the City website. New features include a more intuitive and visual based experience, as well as Google Translate or similar translating service. Computers are available at City Hall for customer service. (Note: City Hall is not open to the public at the time of writing this plan).
  
- ❖ **Transparency:** Sammamish posts their annual Stormwater Management Program Plan and Annual Compliance Reports to our website each year before May 31<sup>st</sup>. These documents can be found on this website: <https://www.sammamish.us/government/departments/public-works/storm-and-surface-water-management-program/npdes-stormwater-permit/>
  
- ❖ **Record Keeping:** Sammamish will continue to track and maintain records of public involvement activities and summarize these activities in the Annual Compliance Report.
  
- ❖ **Departments Engaged:** Public Works, Information Technology, City Manager's Office, and Communications

**COVID-19 Considerations for 2021:** Beyond meeting the public health recommendations for office and field staff, Sammamish anticipates that opportunities for public involvement will be provided primarily through virtual/digital platforms.

## Stormwater System (MS4) Mapping and Documentation

Sammamish maintains an internal and external facing GIS-based map of the stormwater system.

Sammamish's Plan to Meet the Requirements of the Permit:

- ❖ **Mapping:** Sammamish will continue to maintain and build on the existing map of the municipal stormwater system. This will include attributes of stormwater system outfalls with size and material, discharge points, receiving waters (other than groundwater), stormwater treatment and flow control BMPs/facilities owned and operated by the City, geographic areas that do not discharge stormwater to surface waters, tributary conveyances to all known outfalls and discharge points (24-inch diameter or larger), connections between other municipalities and public entities, all connections authorized after February 16, 2007, and all known connections from the MS4 to privately-owned stormwater systems.
  - Updating and managing GIS data is done according to documented procedures and quality control standards. Sammamish receives records drawings, including stormwater infrastructure, from development activities. These are field verified by Public Works staff prior to being integrated into the online GIS map.
  - Sammamish actively improves their maps by incorporating data that is gathered from field inspections (CCTV, catch basin inspection, IDDE, etc.) to progressively update and improve the accuracy of the stormwater system map.
  - This process builds the public and private stormwater treatment and flow control inspections lists. The inspections are performed under the Operations and Maintenance section of this Plan.
  
- ❖ **Transparency:** Sammamish maintains a public facing GIS- based interactive map of their stormwater system. The map can be found on this website: <https://www.sammamish.us/government/departments/public-works/maps-and-gis-data/> . Maps are available to Ecology and other permittees upon request in electronic format.
  
- ❖ **Record Keeping:** Sammamish will continue to track and maintain records of MS4 Mapping and Documentation activities and summarize these activities in the Annual Compliance Report.
  
- ❖ **Departments Engaged:** Public Works and Information Technology

**COVID-19 Considerations for 2021:** Beyond meeting the public health recommendations for office and field staff, the City does not anticipate any additional special considerations to meet the requirements of this section.

## Illicit Discharge Detection and Elimination (IDDE)

Sammamish's Illicit Discharge Detection and Elimination (IDDE) program is designed to prevent contamination of surface water and groundwater by monitoring, tracking, and removing non-stormwater discharges into the stormwater drainage system.

Sammamish's Plan to Meet the Requirements of the Permit:

- ❖ **Ongoing IDDE program to detect and address non-stormwater discharges and illicit connections:** The City's on-going IDDE program is designed to characterize, trace the source, and eliminate illicit discharges, including spills and illicit connections, into the municipal stormwater system.
  - The City responds to and investigates all calls and reports regarding environmental concerns such as illegal dumping, spills, illicit discharges, and illicit connections.
  - Spills Hotline: 425-295-0500, is Sammamish's hotline for reporting of spills, water quality concerns, and other illicit discharges and is publicized as a 24-hour, 7-days a week hotline.
    - During regular business hours, calls are received and followed up on by the storm operations and maintenance crew and surface water staff of Public Works.
    - After-hour calls are managed by Sammamish's emergency dispatch and standby maintenance crews.
    - Sammamish investigates all calls received and records are kept of calls received and actions taken as a result of these calls.
    - The hotline is publicized on the City's website, in the business pollution prevention brochure guide, Sammamish's erosion and sedimentation control plans, business cards/email signatures of select staff.
  - In addition, in 2020 the City implemented a new cell phone application "My Sammamish" or "See Click Fix" for citizens and staff. This prompts the reporter for specific information which immediately reaches appropriate spill response staff.
  - Sammamish takes pride in exceeding permit requirements for IDDE program response and in most cases spill response and investigation is performed the day of reporting. The Permit requires that all activities are performed at these minimum timelines:
    - Immediately respond to all illicit discharges which constitute a threat to human health, welfare, or the environment
    - Investigate within 7 days any potential illicit discharge
    - Initiate an investigation within 21 days for any suspected illicit connection
    - Use of a compliance strategy to eliminate illicit connections within 6-months
  - Documentation of IDDE procedures are detailed in the City's IDDE Manual and internal spill response and reporting protocol, which is adapted from 2020 Illicit Connection and Illicit Discharge Field Screening & Source Training Manual.
  - Sammamish educates public employees, businesses, and the general public about illicit discharges and the hazards associated with improper disposal of waste through the ECOSS spill kit program and general awareness campaigns.

❖ **Sammamish Municipal Code: 13.30.020 Water Quality:**

- Sammamish Municipal Code (SMC) 13.30.020 prohibits non-stormwater, illicit discharges into Sammamish's stormwater system and provides the regulatory authority and framework for enforcement. Sammamish code adopted the Permit definitions for allowable discharges and conditionally allowable discharges. The code section is updated periodically to support the program.
- Code Implementation:
  - The on-going IDDE compliance strategy strives to achieve compliance initially through public education and technical assistance. When education, technical assistance, and voluntary correction agreements do not achieve compliance, SMC 13.30.040 provides for progressive enforcement.
  - Pollution discharged into the municipal storm drain system and/or surface and ground waters (illicit discharges) violates SMC 13.30 and subjects the violator(s) to fines and/or cleanup costs imposed by City and/or State agencies.

❖ **MS4 Screening:** Sammamish has an on-going program to screen the stormwater system for potential sources of non-stormwater discharges and illicit connections. Sammamish performs this screening through catch basin inspection. During each inspection, staff are observing the structural integrity of the catch basin and adjoining pipes, sediment accumulation levels, and if there is any unusual flow, odor, color, or other visual indicators that would suggest a pollutant is present. If there is a water quality concern, the staff will then report a spill through the See Click Fix. This will trigger notification to the storm maintenance crew to respond and maintain storm structures affected and the water quality team for further investigation and follow up.

- The City field screens on average at least 12% of the stormwater system each year and annually tracks the percentage screened as well as the total percentage screened beginning August 1, 2019.

❖ **Training:** Sammamish has an on-going training program for city staff, including field staff, on the identification, reporting, and response to illicit discharges into the municipal stormwater system. Additionally, Sammamish ensures that all IDDE response staff is trained on the characterization, source tracing, and elimination of illicit discharges, including spills and illicit connections, into the stormwater system. Sammamish provides this training through a combination of on-line and in-person training.

❖ **Record Keeping:** Sammamish will continue to track and maintain records of illicit discharge detection and elimination activities and summarize these activities in the Annual Compliance Report.

- Sammamish will maintain their own internal data tracking system and will import data periodically throughout the year into Ecology's Water Quality Web IDDE portal. Data upload into this system began in 2020.

❖ **Departments Engaged:** All City departments - Public Works, Planning and Building, City Manager's Office, Communications, Information Technology, and Parks

**COVID-19 Considerations for 2021:** Sammamish meets the public health recommendations for office and field staff, including spill responders. In order to provide training remotely to staff on their own schedule, Specialized trainings will continue to be provided to small in-person, socially distanced groups.

## Controlling Runoff from New Development, Redevelopment and Construction Sites

Sammamish reviews development plans and inspects development sites during construction to ensure erosion and sediment control best management practices are in place and stormwater facilities are installed and maintained as designed. In addition, the City requires the use of Low Impact Development stormwater practices and principles. Sammamish plans to carry forward these policies and approaches in 2021.

Sammamish's Plan to Meet the Requirements of the Permit:

- ❖ **Ongoing Program: Stormwater Management Standards for Development, Redevelopment, and Construction Sites.** The program applies to private and public development, including transportation projects.
  - Sammamish Municipal Code Chapter 13.20 addresses runoff from new development, redevelopment and construction sites and provides authority to inspect and enforce adopted standards.
  - Sammamish adopted the 2016 King County Surface Water Design Manual effective January 1, 2017. These stormwater design standards are equivalent to the minimum technical requirements in Appendix 1, as required by the Permit.
  - Sammamish will continue to track the number of adjustments granted to the minimum requirements in Appendix 1. Sammamish does not currently grant exceptions or variances.
  
- ❖ **Review Plans and Inspect Development/Redevelopment Sites**
  - Sammamish implements a program (permitting process) to review plans, inspect sites during construction, and take enforcement action against those failing to follow approved guidelines or to provide facilities as required during plan review. This program ensures proposed development projects comply with the 2016 King County Surface Water Design Manual.
  - The City's cross-departmental permitting process includes civil/site plan review and approval process, inspection, and enforcement to meet standards established by the permit for all qualifying new and redeveloped sites. This established approach will carry forward in 2021. The City's oversight of new and redevelopment projects occurs in phases: (1) prior to construction during the plan review and acceptance process; (2) before the site is cleared during an initial site construction inspection; (3) during construction via construction site inspections; and (4) post construction as part of the stormwater infrastructure acceptance inspection. Proposals for public and private projects are reviewed by City engineers or qualified engineering firms for compliance with Sammamish's standards, including LID requirements. City staff inspect qualifying public and private construction sites on a continuous basis to ensure that the proper temporary erosion and sediment control measures have been selected, properly placed, and installed correctly.
  - City inspectors also inspect the stormwater drainage system that can potentially be impacted by home construction activity. This occurs, at a minimum, every six months until 90% of the lots have been built out, or when construction has stopped, and the site is stabilized. If facilities and stormwater conveyance require cleaning during home construction, responsible parties perform maintenance/cleaning.
  - Sammamish inspectors have the authority to enforce Sammamish Municipal Code 13.20, using corrective action notices and stop work orders, to ensure the protection of

receiving waters from construction impacts.

❖ **Notice of Intent:** Sammamish will continue to provide copies of or links to the “Notice of Intent for Construction Activity” on the City’s website.

❖ **Training**

- Staff continues to increase their knowledge by remaining current with new/revised stormwater regulations, along with attending internal and external trainings on erosion control, LID techniques, stormwater design models, standards, and practices.

❖ **Record Keeping:** Sammamish will continue to track and maintain records of actions related to controlling runoff from development, redevelopment, and construction sites and summarize these activities in the Annual Compliance Report.

❖ **Departments Engaged:** Public Works, Planning and Building

***COVID-19 Considerations for 2021:*** Beyond meeting the public health recommendations for office and field staff, the City does not anticipate any additional special considerations to meet the requirements of this section.

## Operations and Maintenance

Sammamish has a robust Operations and Maintenance (O&M) program that ensures the stormwater system is inspected and maintained in a manner that prevents or reduces potential impacts to stormwater drainage and receiving waters.

### Sammamish's Plan to Meet the Requirements of the Permit

- ❖ **Maintenance Standards:** Sammamish implements maintenance standards from the King County Surface Water Design Manual and proprietary system recommendations as necessary, such as Contech's Filterra system. In addition the City of Sammamish created the City Facility Maintenance Manual in 2016.

- ❖ **Ongoing Program to Inspect and Maintain the MS4:**

Public System:

- Sammamish inspects all municipally owned catch basins and inlets every two years. If inspection indicates that cleaning or repair is needed, those activities are completed within the permit allowed timelines, generally within 6 months.
- Sammamish inspects all municipally owned and operated water quality treatment and flow control facilities. If inspection indicates that cleaning or repair is needed, those activities are completed within the permit allowed timelines, generally within 1 year.
- Sammamish spot checks multiple locations throughout the storm and surface water system, including stormwater treatment and flow control facilities, after storm events. If these spot checks indicate widespread damage or maintenance needs, Sammamish will continue to investigate and take maintenance actions on affected areas/facilities.
- Sammamish will continue to maintain compliance by achieving at least 95% of required inspections.

Private System:

- The City operates a program to annually inspect and require maintenance of private water quality treatment and flow control facilities regulated by Sammamish that discharge to the MS4 and were permitted after the initial Western Washington Phase II NPDES permit in 2007. Maintenance standards are established in the King County 2016 Surface Water Design Manual (Appendix A). KMC 13.20 establishes enforcement procedures. Sammamish will continue to achieve at minimum 80% of required inspections and will keep records of all actions taken through this program.

- ❖ **Practices, Policies, and Procedures to Reduce Stormwater Impacts of Municipal Operations.** The City O&M program implements practices, policies and procedures to reduce stormwater impacts associated with runoff from land owned or maintained by Sammamish and road maintenance activities.

- ❖ **Stormwater Pollution Prevention Plan (SWPPP) for Sammamish's Maintenance Facilities.** SWPPPs for the City's two Public Works Maintenance Facility location, which qualify as a heavy

equipment/material maintenance or storage yards, are being implemented. The SWPPP includes detailed descriptions of the operational and structural BMPs in use, inspection schedule and results, an inventory of materials and equipment stored on-site, a list of activities conducted that may be exposed to rain, a map of the facility's stormwater drainage, discharge points, and areas of potential pollutant exposure, and a plan for responding to spills.

- ❖ **Training:** Maintenance staff receives training annually in conjunction with IDDE training.
- ❖ **Record Keeping:** Sammamish will continue to track and maintain records of Operations and Maintenance activities and summarize these activities in the Annual Compliance Report.
- ❖ **Departments Engaged:** Public Works

***COVID-19 Considerations for 2021:*** Beyond meeting the public health recommendations for office and field staff, Sammamish does not anticipate additional special considerations to meet the requirements of this section.

## Source Control

The Source Control Program is a new NPDES permit requirement. The program is designed to prevent and reduce pollutants in runoff from areas of existing development that discharge to the stormwater system by implementing an inspection and enforcement program. The City is actively taking steps to be prepared to deploy the full inspection program by January 1, 2023.

### Sammamish's Plan to Meet the Requirements of the Permit

- ❖ **Source Control Ordinance:** Sammamish will develop an ordinance to require source control BMPs for pollutant generating sources on existing development by August 1, 2022.
- ❖ **Source Control Program Development:** This new program will require the activities listed below. Sammamish will spend 2021 developing the program and will begin program deployment/implementation in 2022. See details below.
  - **Establish an inventory:** This inventory will identify institutional, commercial, and industrial sites that have the potential to generate pollutants to the stormwater system and is due by August 1, 2022 but will be complete by the end of 2021.
  - **Inform all Sites:** Inform all sites on the inventory about activities that may generate pollutants and the source control requirements applicable to those activities by January 1, 2023. Sammamish regularly provides education to residents and businesses about preventing pollution at the source. Sammamish will communicate with applicable sites closer to the deployment of the inspection program, in 2022.
  - **Establish Inspection Program:** Sammamish will be required to implement an inspection program that supports these sites in applying operational and/or structural BMPs to prevent illicit discharges or violations of surface water, ground water, or sediment management standards as well as practices to reduce pollution from the application of pesticides, herbicides, and fertilizers by January 1, 2023. Once established, staff will annually complete the number of inspections equal to 20% of the businesses or sites listed in the inventory and 100% of sites identified through credible complaints. Sammamish is preparing for this program launch by retaining a consultant to establish the program and needs. Further details about the program, once established, are listed below.
    - **Enforce the Program:** Sammamish will take follow up action for any site that has failed to adequately implement BMPs, prioritizing technical assistance and support to achieve compliance. These actions may include phone calls, letters, emails, follow up inspections, or enforcement.
    - **Maintain Records:** Sammamish will maintain program records including documentation of each site visit, inspection records, denial of entry occurrences, warning letters, notices of violation, and other enforcement records that demonstrate an effort to bring sites into compliance.
    - **Train Staff:** Sammamish will train all staff responsible for implementing the program. Training topics will include the legal authority for source control, source control BMPs and their proper application, inspection protocols, lessons learned, typical cases, and enforcement procedures.

❖ **Departments Engaged:** Public Works

***COVID-19 Considerations for 2021:*** Sammamish does not anticipate any special considerations, while planning to deploy the program in future years, to meet the requirements of this section.

## Monitoring and Assessment

An important part of understanding impacts of management actions on the health of stormwater is to monitor and assess progress. The Permit allows for jurisdictions to undertake monitoring and assessment in their jurisdiction or contribute to a regional fund called the Stormwater Action Monitoring (SAM) Group where studies are undertaken by consensus of the contributing members.

Sammamish's Plan to Meet the Requirements of the Permit:

- ❖ **Regional Participation:** Sammamish has opted to participate in the SAM Group for both (Permit section S8.A) Regional Status and Trends Monitoring and (Permit section S8.B) Effectiveness and Source Identification Studies. The City is an active member in the decision-making process and participates in SAM through several sub-committees. Additionally, staff provide data for regional SAM studies as requested.
  - Regional Status and Trends Monitoring: Sammamish contributes annually to this program and will pay by the required due date of August 15<sup>th</sup>.
  - Effectiveness and Source Identification Studies: Sammamish contributes annually to this program and will pay by the required due date of August 15<sup>th</sup>.
  
- ❖ **Sammamish Monitoring Programs:** Sammamish conducts water quality sampling and aquatic macroinvertebrate (bug) sampling in several creeks to evaluate stream health. While not required under the permit, these activities complement and inform other permit activities.
  
- ❖ **Record Keeping:** Sammamish will continue to track and maintain records of Monitoring and Assessment activities and summarize these activities in the Annual Compliance Report
  
- ❖ **Departments Engaged:** Public Works

**COVID-19 Considerations for 2021:** Beyond meeting the public health recommendations for office and field staff, Sammamish does not anticipate additional special considerations to meet the requirements of this section.