

*This 2015 SWMP is required by the Department of Ecology for its
Phase II NPDES Permit Compliance*

2015 Stormwater Management Program for

City of Lake Forest Park



March 31, 2016

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CITY OF LAKE FOREST PARK STORMWATER MANAGEMENT PROGRAM

I. INTRODUCTION

I.1 Overview and Background

The *National Pollutant Discharge Elimination System and State Waste Discharge General Permit for Discharges from Small Municipal Separate Storm Sewers in Western Washington*, hereafter referred to as the Phase II Permit, outlines stormwater program activities and implementation milestones that permittees must follow to comply with the federal Clean Water Act. All Phase II communities are expected to develop a Stormwater Management Program (SWMP) that includes all the required activities, implement those activities within the required timeframes of the permit term (i.e., 2013-2018), and submit annual reports to Ecology by March 31st each year, except in 2014, to document progress toward complete program implementation. August 1, 2013 marked the beginning of the permit cycle, which is valid through July 31, 2018.

The Phase II permit was first issued by the Department of Ecology (Ecology) on January 17, 2007, and became effective on February 16, 2007. The current permit includes guidance related to Low Impact Development and water quality monitoring for a second five-year period, starting August 1, 2013. The permit deadlines are staggered, similar to the previous permit. The City has complied each year with the requirements outlined in the Phase II Permit.

The Phase II Permit is applicable to owners or operators of regulated small municipal separate storm sewer systems (MS4s) in western Washington. The City of Lake Forest Park has been designated by Ecology as a Phase II permittee based on the current population of 12,598 (2010 census) and location within the Greater Seattle urbanized area, on the northern side of Lake Washington.

The Phase II Permit authorizes discharges of stormwater to surface waters and ground waters of the state from MS4s owned or operated by each permittee covered under the permit. The permit requires that the City reduce the discharge of pollutants to the maximum extent practicable (MEP) using all known, available, and reasonable methods of prevention, control and treatment (AKART). To comply with the MEP and AKART standards the Phase II Permit outlines a five part Stormwater Management program (SWMP) that the City is required to develop and implement. This report is one part of the City's annual report that demonstrates compliance with the Phase II Permit.

I.2 Departmental Implementation of Responsibilities

A variety of City resources are used to meet permit requirements. Currently, the stormwater management program is primarily the responsibility of the Public Works Department. The Public Works Department provides mapping, maintenance, spill response, illicit discharge detection and elimination (IDDE), and capital projects administration. The Planning and Building Department

conducts development review, and provides enforcement and planning services. Support on an as-needed basis is provided by the City Administrator, the Municipal Services Department, City Engineer and the Finance Department.

1.3 Document Organization

This report comprises written documentation of the City's SWMP that is required to be submitted with the Annual Report, except in 2014 when only a SWMP is required. In accordance with the Phase II Permit terms, the City's SWMP has been designed to reduce the discharge of pollutants to the MEP to meet AKART requirements with the goal of protecting and improving water quality. The following sections describe the actions that Lake Forest Park has, or will, take to comply with the requirements of the Phase II permit.

To aid in tracking NPDES permit requirements, this document has been organized into sections that generally correspond with the Special Conditions and are outlined in the Phase II Permit as follows:

SWMP Elements

- Section 2.0 - Public Education and Outreach, Special Condition S5.C.1
- Section 3.0 - Public Involvement and Participation, Special Condition S5.C.2
- Section 4.0 - Illicit Discharge Detection and Elimination (IDDE), Special Condition S5.C.3
- Section 5.0 - Controlling Runoff from New Development, Redevelopment, and Construction Sites, Special Condition S5.C.4
- Section 6.0 - Municipal Operations and Maintenance, Special Condition S5.C.5

Reporting and Monitoring

- Section 7.0 - Monitoring, Special Condition S8
- Section 8.0 - Reporting, Special Condition S9

Special Condition S7 (Compliance with Total Maximum Daily Load Requirements) does not apply to Lake Forest Park at this time, while S9 (Reporting) applies to all permit holders. This report and the associated annual report document serve to satisfy the requirements of S9. In addition, permit conditions, such as Special Conditions S1 through S4 and General Conditions G1 through G20, also apply to permit holders, though they do not result in specific program activities, nor is the SWMP required to document compliance with these activities. These additional conditions cover topics such as who is covered by the Phase II Permit, what discharges are authorized under the permit, and legal guidelines for transferring, revoking, and appealing the permit. Penalties for non-compliance are also included in these conditions.

2. PUBLIC EDUCATION AND OUTREACH

This section describes the permit requirements, current city activities, and planned actions to be implemented.

2.1 Permit Requirements

Section S5.C.1 requires the following:

- Provide an education and outreach program for the area served by the MS4. The program shall be designed to educate target audiences about the stormwater problem and provide specific actions they can follow to minimize the problem.
- Create stewardship opportunities and/or partner with existing organizations to encourage residents to participate in activities such as stream teams, storm drain marking, volunteer monitoring, riparian plantings and education activities.
- Measure the understanding and adoption of the targeted behaviors for at least one target audience in at least one subject area. No later than February 2, 2016, the resulting measurements shall be used to direct education and outreach resources most effectively, as well as to evaluate changes in adoption of the targeted behaviors.

2.2 Current Activities

The City of Lake Forest Park has several informal and formal programs. Current efforts have included the following activities:

- Volunteer storm drain labeling program
- Newsflash articles on City's website often contain water quality education articles, water quality outreach events and other relevant information
- Public education on water quality issues through the Environmental Quality Commission (EQC)
- Collaboration with the EQC to develop and administer the public education program
- Water quality sampling on McAleer Creek and Lyon Creek watersheds by volunteer-led StreamKeepers
- Distribution of educational materials through its interlocal agreement with King County Water and Land Resources Division and at City events
- Periodic partnership with Adopt-a-Stream program dedicated to stream habitat restoration projects
- Adopt-a-Drain program that encourages residents to monitor a catch basin
- Organize a booth at the local Lake Forest Park Green Fair to promote awareness of stormwater pollution and actions citizens can take to reduce their impact/recognize a spill
- Environmental mini-grant program provides matching funds for community groups, residential or business projects focused on water quality and stream habitat improvements
- City webpage that is devoted to informing citizens about stormwater issues (<http://www.cityofflp.com/index.aspx?NID=69>)
- Participant in the Lake Ballinger/McAleer Creek Forum that holds regular public meetings to discuss a basin-wide strategic action plan that addresses water quality and quantity (<http://www.cityofmlt.com/cityServices/publicWorks/stormWaterDivision/LkBallingerWatershedForum.htm>)
- Materials were distributed at Lake Forest Park Town Center events, City Hall, public meetings,

- staff meetings, annual Green Fair, planning and building counter and with business licenses
- “Only Rain Down the Drain” Vehicle Magnets on City vehicles and in the City Hall lunchroom to educate both the public and City staff about water quality issues
- Informational Brochures are used by Public Works crew to carry in their vehicles to distribute to residents in need or for use by Public Works employees (e.g., what to do after a spill)
- Stormwater Awareness with City Staff: regular emails and notices directing staff to Puget Sound Starts Here webpage and other educational materials
- “Puget Sound Starts Here Month” Awareness – May
- “Puget Sound Starts Here Night” advertised on City website for Mariner’s game
- City stormwater booth at Lake Forest Park Garden Tour. Surface Water Programs Assistant and the Public Works Administrative Assistant teamed up to educate the community on stormwater awareness for an entire day
- Stormwater inserts were included in the end of year mailers that are sent to all registered businesses in the City
- Considering using “Puget Sound Starts Here” Community Awareness Bus Advertisements
- Natural Yard Care Series hosted by the City to educate residents on better yard care practices and stormwater awareness
- Use customized Chinook Books to promote BMPs like commercial car washes
- Teamed up with local jurisdictions and NIE (Newspaper in Education) to create an insert on stormwater education.

2.3 Planned Activities

The following table outlines objectives and implementation of the Public Education and Outreach Program of the Phase II Permit.

Table 2-1		
Public Education and Outreach		
Purpose: Provide an education and outreach program for the area served by the MS4. The program shall be designed to educate target audiences about the stormwater problem and provide specific actions they can follow to minimize the problem.		
Applicability: Target the general public, businesses, homeowners, engineers, contractors and developers, review staff and land use planners. In addition, measure the understanding and adoption of the targeted behaviors for at least one target audience in at least one subject area no later than February 2, 2016.		
Task ID	Task Description	Schedule Notes
EDUC-1	Target mobile businesses	Due Date-Ongoing: Ongoing implementation program to require all businesses to receive service specific educational materials when business license is issued.

EDUC-2	Puget Sound Starts Here Month	Due Date-Ongoing: The City plans to host various activities supporting Puget Sound Starts Here Month in May 2016. The celebration will begin with a proclamation at a City Council meeting and continue throughout the month and beyond.
EDUC-3	Storm Drain Labeling Challenge	Due Date-Ongoing: The City will continue to challenge the Youth Council and community to label storm drains throughout Lake Forest Park.
EDUC-4	Utility Bill Inserts	Due Date-Ongoing: The City will distribute stormwater education inserts with utility bills in 2016.
EDUC-5	Relevant movie screening at Third Place Commons or City Hall	Due Date-Ongoing: The City will explore the screening a film in 2016.
EDUC-6	Preparation of outreach for changes in LID policies required in 2016	Due Date-2016: Coordinate with the Planning and Building Department to review WSU/PSP LID Manual and develop training and education plan. This will begin the education outreach for the public.
EDUC-7	Natural Yard Care Workshops in Fall 2016	Due Date-2016: The City will host natural yard care workshops in fall 2016 to measure the understanding and adoption of a targeted behavior for streamside homeowners. Workshops will include educational events and the follow up tracking of behavior change.
EDUC-8	NIE – Newspapers In Education 2016	Due Date-2016: The City will continue to work with local jurisdictions to continue NIE stormwater education that creates a lesson plan for teachers as well as go in the Seattle Times as an eight-page educational spread.

2.4 Lead Department and Support

The Public Works Department has the primary responsibility for implementing Public Education and Outreach activities.

3. PUBLIC INVOLVEMENT

This Section describes the Permit requirements, and current and planned compliance activities.

3.1 Permit Requirements

Section S5.C.2 of the Permit requires the City to:

- Create opportunities for the public to participate in the decision-making processes involving the development, implementation and update of the SWMP.

- Post the SWMP Plan and the annual report to the City website no later than May 31 each year. All other submittals shall be available to the public upon request.

3.2 Current Activities

Current City of Lake Forest Park activities in this area include:

- City Commissions contribute to decisions regarding stream capital projects affecting the MS4
- At City events, the public has the opportunity to provide feedback verbally or on comment forms
- Environmental Quality Commission meetings and booths at the local Green Fair provide opportunities for public involvement
- Online Request for Service form is available on City website along with email addresses to submit comments
- The annual report is posted on the City of Lake Forest Park webpage: <http://www.cityoflfp.com/index.aspx?nid=69>

3.3 Planned Activities

The following table outlines the implementation plan for 2016 to achieve the goals and objectives of the Public Involvement Program and meet the compliance deadlines in the Phase II Permit.

Table 3-1		
Public Involvement		
Purpose: Create opportunities for the public to participate in the decision making processes involved in the development, implementation and update of the SWMP.		
Applicability: Applies to general public, advisory council and watershed committees.		
Task ID	Task Description	Schedule Notes
PI-1	Conduct public meetings to solicit input on the draft SWMP.	Due date - Ongoing. Status: EQC meetings are public meetings and booths are reserved at the local Green Fair to allow input on the SWMP. Each EQC meeting is an opportunity for the public to provide input on the SWMP.
PI-2	Post the SWMP, annual report, and any other documents related to stormwater permit on the City's website.	Due date of May 31, 2016. Status: All documents are available on the City's NPDES webpage.

3.4 Lead Department and Support

The Public Works Department has the primary responsibility for implementing Public Involvement activities.

4. ILLICIT DISCHARGE DETECTION AND ELIMINATION

This section describes the permit requirements, programs, and planned activities related to Illicit Discharge Detection and Elimination (IDDE).

4.1 Permit Requirements

Section S5.C.3 of the Permit requires the City to:

- Map the MS4 on an ongoing basis.
- Implement an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges into the City's MS4 to the maximum extent allowable under state and federal law.
- Implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the City's MS4.
- Implement an ongoing program designed to address illicit discharges, including spills and illicit connections, into the City's MS4.
- 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. The City shall document and maintain records of the training provided and the staff trained.
- Track and maintain records of the activities conducted to meet the requirements of this section.

4.2 Current Activities

Current City of Lake Forest Park activities in this area include:

- The City has completed its inventory and mapping of the existing storm sewer system in GIS format. Maps are available to the public upon request and are used by City staff for IDDE and maintenance purposes.
- The City adopted Lake Forest Park Municipal Code (LFPMC) 16.25 that addresses prohibited discharges and illicit connections on July 23, 2009.
- The City adopted LFPMC 16.25 that regulates quality of storm and surface water discharges, Ordinance 1000.
- Adopted the 2009 King County Stormwater Pollution Prevention Manual by reference in LFPMC 16.25.
- The City operates a 24-hour phone line that allows citizens to report illicit discharges or illicit dumping. Calls are recorded and logged in as action requests electronically. Afterhours calls are processed by King County through an interlocal agreement. Public Works has staff on-call 24/7.
- The City maintains records of action requests including responses and enforcement actions using the Public Works work order system and the code enforcement database.
- Staff responsible for identification and response to spill: attended King County's Phase II NPDES Municipal Stormwater Permit IC/IDDE Training Class on October 27, 2015 and

attend recertification classes as needed. Environmental Programs staff has continued to offer IDDE training to the City’s Public Works Crew annually or as needed.

- The City prepared a memorandum that prioritized receiving waters in Lake Forest Park as required by S5.C.3.c.ii on March 17, 2010.
- Continue regular updates of the stormwater map, continuously verifying accuracy of maps.
- Continue ongoing training program on the identification of an illicit discharge/connection, procedures for reporting and response and procedures for tracing and removing the source of the discharge, informing the public of hazards associated with illicit discharges.
- Continued to develop and implement on IDDE public education program.
- Continued to track and respond to illicit discharges and number of inspections associated with them.

4.3 Planned Activities

The following table outlines the implementation plan for 2016 to achieve the goals and objectives of the IDDE Program and meet the compliance deadlines in the Phase II Permit.

Table 4-1		
Illicit Discharge Detection and Elimination		
Purpose: Detect, remove and learn from illicit connections, illicit discharges, and improper disposals—including spills—into the MS4.		
Applicability: Applies to the City’s municipal separate storm sewer system, or MS4.		
Task ID	Task Description	Schedule Notes
IDDE-1	Continue educating staff, businesses, residents and elected officials about illicit discharges/connections and proper procedures for reporting and responding to them. Equip maintenance staff with field screening methodology.	Due Date: Ongoing.
IDDE - 2	Application of operational and/or structural control BMPs for pollutant generating surfaces associated with existing land uses and activities where necessary to prevent illicit discharges. The source control BMPs references in this subsection are in Volume IV of the Stormwater Management Manual for Western Washington, or an equivalent.	Due Date: February 2, 2018
IDDE – 3	Implement a field screening methodology appropriate to the characteristics of the MS4 and water quality concerns. Screening for illicit connections may be conducted using: <i>Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments</i> , Center for Watershed Protection, October 2004.	Due Date: December 31, 2017
IDDE – 4	Complete field screening for at least 40% of the MS4 no later than December 31, 2017, and on average 12% each year thereafter.	Due Date: December 31, 2017

4.4 Lead Department and Support

The Public Works Department has the primary responsibility for implementing Illicit Discharge Detection and Elimination activities.

5. CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES

This section describes the permit requirements, programs, and planned activities related to Controlling Runoff from New Development, Redevelopment and Construction Sites.

5.1 Permit Requirements

Section S5.C.4 of the Permit requires the City to:

- Implement an ordinance or other enforceable mechanism that addresses runoff from new development, redevelopment, and construction site projects which shall be adopted and effective no later than December 31, 2016.
- Exercise a permitting process with site plan review, inspection and enforcement capability that meets the permit's standards.
- Include provisions to verify adequate long-term operation and maintenance (O&M) of stormwater treatment and flow control BMPs/facilities that are permitted and constructed no later than December 31, 2016.
- Make available copies of the "Notice of Intent for Construction Activity" and copies of the "Notice of Intent for Industrial Activity" to representatives of proposed new development and redevelopment and continue to enforce local ordinances controlling runoff from sites that are also covered by stormwater permits issued by Ecology.
- 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. Provide follow-up training as needed to address changes in procedures, techniques or staffing and document and maintain records of the training provided and the staff trained.
- Review, revise and make effective local development-related codes, rules, standards, or other enforceable documents to incorporate and require LID principles and LID BMPs no later than December 31, 2016.
- Participate in watershed-scale stormwater planning as required in the permit if selected to participate by a Phase I county.

5.2 Current Activities

Current City of Lake Forest Park activities in this area include:

- The City conducts extensive SWM plan review, construction inspection and enforcement activities.
- Staff responsible for review and inspection of development and redevelopment permits are

CESCL and IDDE trained. CESCL Training is good for 3 Years. Staff updated training in 2015 and will continue to maintain certifications in the future.

- The City has the legal authority for enforcement through City code.
- The City follows the maintenance practices from the ESA Regional Road Maintenance Guidelines.
- The City has adopted the 2009 King County Surface Water Design Manual (Ord. 1012). Staff have received training on the manual.
- The City adopted LID standards in Ord. 1010 through a technical assistance grant from the Puget Sound Partnership and work with AHBL.
- The City conducts inspections for enforcement of private facility maintenance.
- The City has a system for computerized recordkeeping of site plan review and permitting activities.
- City makes copies of the "Notice of Intent for Construction Activity" and "Notice of Intent for Industrial Activity" available to developers.

5.3 Planned Activities

The following table outlines the implementation plan for 2016 to achieve the goals and objectives of the program to control runoff from New Development, Redevelopment, and Construction Sites and meet the compliance deadlines in the Phase II Permit.

Table 5-1		
Controlling Runoff from New Development, Redevelopment, and Construction Sites		
Purpose: Establish a program to reduce pollutants in stormwater runoff from new development projects, redevelopment projects, and construction sites. Apply the minimum technical requirements of Appendix 1 of the Phase II Permit (or equivalent).		
Applicability: All new development, redevelopment, and construction sites that disturb one acre or greater and smaller projects that are part of a larger development plan.		
Task ID	Task Description	Schedule Notes
CTRL-1	Preparation for implementation of ordinance that addresses runoff from new development, redevelopment, and construction site projects by 2016 including minimum requirements, thresholds and definitions in Appendix 1 of the <i>Stormwater Manual for Western Washington</i> or equivalent.	Due Date: December 31, 2016.
CTRL-2	Continue Inspection Tracking Program by achieving a minimum of 80% of scheduled inspections.	Ongoing: Ensure inspections are tracked.
CTRL-3	Develop a program to verify adequate long-term operation and maintenance of stormwater treatment and flow control BMPs/facilities that are permitted and constructed.	Due Date: December 31, 2016

CTRL -4	Make available as applicable copies of the “Notice of Intent for Construction Activity” and copies of the “Notice of Intent for Industrial Activity” to representatives of the proposed new development and redevelopment.	Ongoing: Copies are available at the planning/permitting county and staff are trained.
CTRL-5	Continue to 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. Provide follow-up training as needed.	Ongoing: Ensure staff are properly trained (CESCL, LID, GIS).
CTRL-6	Review, revised and make effective local development-related codes, rules, standards and other enforceable documents to incorporate and require LID principles and LID BMPs. The intent of the revisions shall be to make LID the preferred and commonly-used approach to site development.	Due Date: December 31, 2016.
CTRL-7	Provide a summary of the results of the review and revision process will be submitted including measurements to minimize impervious surfaces, loss of native vegetation and stormwater runoff.	Due Date: March 31, 2017
CTRL-8	Lake Forest Park and other cities continue conversations with King County regarding Watershed-scale stormwater planning (S5.C.4.g) and remain available to support the county’s watershed planning process. The City has actively taken part in stakeholder engagement activities.	Ongoing: The City will continue to be available to fully participate in the Country’s efforts to implement this permit requirement.

5.4 Lead Department and Support

The Planning and Building Department has the lead responsibility for implementing Controlling Runoff from New Development, Redevelopment, and Construction Sites, with assistance from the Public Works Department and other departments as needed.

6. MUNICIPAL OPERATIONS AND MAINTENANCE

This section describes the permit requirements, programs, and planned activities related to Municipal Operations and Maintenance.

6.1 Permit Requirements

Section S5.C.5 of the Permit requires the following from the City:

- Implement maintenance standards that are as protective, or more protective, of facility function than those specified in Chapter 4 of Volume V of the 2012 *Stormwater Management Manual for Western Washington*. For facilities that do not have maintenance standards, the Permittee shall develop a maintenance standard. No later than December 31, 2016, the Permittee shall update their maintenance standards as necessary to meet the requirements of this section.
- Annual inspection of all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities, and taking appropriate maintenance actions in accordance with the adopted maintenance standards.
- Spot checks of potentially damaged permanent 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.
- Inspection of all catch basins and inlets owned or operated by the Permittee at least once no later than August 1, 2017 and every two years thereafter.
- Compliance with the inspection requirements shall be determined by the presence of an established inspection program designed to inspect all sites and achieving at least 95% inspections.
- 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. Lands owned or maintained by the Permittee include, but are not limited to, streets, parking lots, roads, highways, buildings, parks, open space, road right-of-ways, maintenance yards, and stormwater treatment and flow control BMPs/facilities.
- 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, 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 and the staff trained.
- 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 General NPDES Permit for Stormwater Discharges Associated with Industrial Activities or another NPDES permit that authorizes stormwater discharges associated with the activity. A schedule for implementation of structural BMPs shall be included in the SWPPP. Generic SWPPPs that can be applied at multiple sites may be used to comply with this requirement. The SWPPP shall include periodic visual observation of discharges from the facility to evaluate the effectiveness of the BMP.
- Maintain records of inspections and maintenance or repair activities conducted by the Permittee.

6.2 Current Activities

Current City of Lake Forest Park activities in this area include:

- The City conducts annual inspections of flow control and water quality treatment facilities.
- The City performs catch basin inspections and cleaning on a regular and as needed basis.
- The City conducts and documents spot checks of known problem areas following storm events.
- The City follows the maintenance practices from the ESA Regional Road Maintenance Guidelines.
- Training is provided in accordance with the ESA Regional Road Maintenance Program which provides a CESCL certification if the Track 3 and Track 3F courses are taken.
- Operation and maintenance activities are documented on the Public Works work order database.
- The City adopted the 2009 King County Surface Water Design Manual with Ordinance 1012 on February 11, 2010. See Attachment 5 for Ordinance 1012.
- The City adopted the 2009 King County Stormwater Pollution Prevention Manual.
- The City implemented a Stormwater Pollution Prevention Plan (SWPPP) for the Public Works Facility.

6.3 Planned Activities

The following table outlines the implementation plan for 2016 to achieve the goals and objectives of the Municipal Operations and Maintenance Program. Current City of Lake Forest Park activities in this area include:

Table 6-1		
Municipal Operations and Maintenance		
Purpose: Implement an operations and maintenance (O&M) program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.		
Applicability: All stormwater treatment and flow control facilities, catch basins, streets and roadways, and non-roadway public properties managed by the City.		
Task ID	Task Description	Schedule Notes
O&M-1	<ul style="list-style-type: none"> • Implement maintenance standards that are as protective, or more protective, of facility function than those specified in Chapter 4 of Volume V of the 2012 <i>Stormwater Management Manual for Western Washington</i>. For facilities that do not have maintenance standards, the Permittee shall develop a maintenance standard. No later than December 31, 2016, the Permittee shall update their maintenance standards as necessary to meet the requirements of this section. 	Due Date: December 31, 2016

O&M-3	Inspect all catch basins and inlets owned or operated by the City at least once no later than August 1, 2017 and every two years after.	Due Date: August 1, 2017
O&M-2	Continue to refine the Public Works Yard Stormwater Pollution Prevention Plan. Develop a program for more accurate and efficient inspection and maintenance of the MS4.	Ongoing – Led by Public Works - Maintenance
O&M-3	Refine management program for Parks to ensure that AKART are in place.	Ongoing – Led by Public Works - Maintenance

6.4 Lead Department and Support

The Public Works Department has the primary responsibility for implementing municipal operations and maintenance activities.

7. MONITORING AND ASSESSMENT

This section describes the permit requirements and planned activities related to water quality monitoring.

7.1 Permit Requirements

Section S8 of the Permit requires the following from the City:

- Provide, in each annual report, a description of any stormwater monitoring or stormwater-related studies conducted by the Permittee during the reporting period. If other stormwater monitoring or stormwater-related studies were conducted on behalf of the Permittee during the reporting period, or if stormwater-related investigations conducted by other entities were reported to the Permittee during the reporting period, a brief description of the type of information gathered or received shall be included in the annual report. Permittees are not required to provide descriptions of any monitoring, studies, or analyses conducted as part of the Regional Stormwater Management Program (RSMP) in annual reports.
- Status and trends monitoring: By December 1, 2013, each city and county Permittee shall notify Ecology in writing which of the following two options for status and trends monitoring the Permittee chooses to carry out during this permit cycle.
- Stormwater management program effectiveness studies: By December 1, 2013, each city and county Permittee shall notify Ecology in writing which of the following two options for effectiveness studies the Permittee chooses to carry out during this permit cycle.
- Source identification and diagnostic monitoring: each city and county Permittee shall pay into a collective fund to implement the RSMP Source Identification Information Repository (SIDIR). The payments into the collective fund are due to Ecology annually beginning August 15, 2015.

7.2 Planned Activities

The City intends to pay into the collective fund to implement the Regional Stormwater Management Program as required by August 15, 2015. The City selected to pay into the Status and Trends Monitoring Option #1 (\$3,135), Effectiveness Studies Option #1(\$5,224), and Source identification and diagnostic monitoring collective fund to implement the RSMP Source Identification Information Repository (SIDIR) (\$484).

The City of Lake Forest Park also engages in a volunteer stream monitoring project as described below. The Lake Forest Park StreamKeepers is a group of volunteers that track stream quality and help educate on proper care to ensure continuing health and improvement to the quality of the streams within the City and McAleer/Lyon creek watershed in Lake Forest Park. The group collects data including turbidity, pH and dissolved oxygen and Benthic Inventory of Biological Integrity (BIBI). The group also collected samples for fecal coliform testing in 2005 and 2006. The City of Lake Forest Park provides the funding for all of the equipment and testing and provided \$2,500 in 2009 for purchase of new monitoring equipment. The group releases annual reports that detail the health of Lyon and McAleer Creeks. These reports can be obtained at <http://lfpstreamkeepers.org/>. The City also conducted wet weather water quality monitoring for 5 weeks during the months of April-May 2012 utilizing the Surface Water Programs Assistant. Future monitoring is planned to be performed by City Staff.

Table 7-1		
Monitoring		
Purpose: Prepare for future long-term monitoring.		
Applicability: Applies to the City’s MS4		
Task ID	Task Description	Schedule Notes
M-1	Continue to support LFP Streamkeepers in their monitoring of priority water bodies in Lake Forest Park	Ongoing: Continue to support Streamkeepers in yearly monitoring efforts.
M-2	Pay into collective funds for regional monitoring	Due date: August 15, 2015. Status: Ongoing.

7.3 Lead Department and Support

The Public Works Department has the primary responsibility for implementing monitoring.

8. REPORTING

This section describes the permit requirements and planned activities related to reporting.

8.1 Permit Requirements

Section S9 of the Permit requires the following of the City:

- No later than March 31 of each year beginning in 2016, each Permittee shall submit an annual report. The reporting period for the first annual report will be from January 1, 2015 through December 31, 2015. The reporting period for all subsequent annual reports will be the previous calendar year unless otherwise specified.

- Keep all records related to this permit and the SWMP for at least five years.
- 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.

8.2 Planned Activities

The following table outlines the implementation plan for 2016 to achieve the goals and objectives of the Reporting Program meet the compliance deadlines in the Phase II Permit. Planned activity PI-2 in Section 3.3 addresses the requirement for public availability of SWMP related documents.

Table 9-1		
Reporting		
Purpose: Document SWMP activities and submit annual reports to Ecology.		
Applicability: All City stormwater program activities related to Phase II Permit compliance.		
Task ID	Task Description	Schedule Notes
RPT-1	Prepare Annual Report and SWMP update for 2016.	Due date: March 31, 2017. Status: Ongoing.
RPT-2	Establish a means to archive records of SWMP and permit activities for five years.	Due date: Ongoing. Status: Ongoing.

8.3 Lead Department and Support

The Public Works Department has the primary responsibility for implementing reporting.

9. CONCLUSION

This SWMP has been prepared to demonstrate compliance with the requirements of the NPDES Phase II Permit. The implementation tables indicate planned activities as of January 1, 2016. This SWMP is a living document that will be updated annually to reflect progress with implementing the stormwater management program components required for compliance with the Phase II Permit.