



# Stormwater Management Program Plan 2020 Update



City of Normandy Park  
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801 SW 174th Street  
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## Introduction

The City of Normandy Park Stormwater Management Program was prepared to guide the City in planning, funding and implementing a comprehensive program for addressing current and future regulatory and policy requirements for managing stormwater runoff and the City's natural resources. The City's stormwater program currently consists of many separate programs, conducted by the Public Works and Planning Departments. These programs are typically implemented to respond to regulatory requirements, the need for public services and safety, and the City's commitment to protect and improve the quality of its natural resources. Examples include capital improvement projects for stormwater and flood control, maintenance of public stormwater systems, resource monitoring of streams to assess and respond to water quality problems, private stormwater facility inspection, and public involvement and education.

The purpose of the Stormwater Management Program is to comprehensively address how to meet the many different but related regulations, adopted plans and programs, and policies that affect urban stormwater, flooding and associated water resources. Because many of these requirements from different sources affect the same activities, an overall stormwater plan is needed to address the interrelationships of the programs and efficient approaches for meeting requirements and implementing policy, consistent with long-term goals, objectives and policies as outlined in the City of Normandy Park Comprehensive Plan.

## Regulation References

Many Federal, State, and Local laws and codes pertain to stormwater issues. Below is a brief summary of some of the main regulations which pertain to stormwater.

### Clean Water Act (CWA) History

- 1899 Rivers and Harbors Act
- 1972 Clean Water Act
- 1977 CWA amendments address toxics released to sewers and surface waters
- 1987 NPDES (National Pollution Discharge Elimination System) Stormwater program established to control non-point pollution

### CWA Section 402

NPDES Stormwater Phase II permits required for all small Municipal Separate Stormwater Sewer Systems (MS4) with a population over 1,000 people 402 p(3)(B) of CWA requires all discharges into storm sewers or surface waters to reduce pollutants to the Maximum Extent Possible (MEP)

### CWA Sections 505 and 510

- 505 allows citizens' suits and attorney's fees to prevailing, or substantially prevailing party
- 510 clarifies that states can adopt and enforce Water Quality (WQ) standards and controls, provided that state standards cannot be less stringent than federal standards.

### State Water Quality Regulations

- RCW 90.48 – Water Pollution Control Act
- Department of Ecology (DOE) designated state CWA agency

- WAC 173-201A – Surface WQ Standards
- WAC 173-220 – NPDES Program
- WAC 173-226 – Waste Discharge General Permit Program

#### Normandy Park Municipal Code (NPMC)

- NPMC Title 9 Flood Hazards
- NPMC Title 13 Environment
- NPMC Title 14 Building Code
- NPMC Title 16 Shoreline Management

Policies provide official guidance on approaches and likely courses of action for meeting City goals, objectives, and obligations. Current Municipal Code lays out general requirements for stormwater management and adopts the 2012 Stormwater Management Manual for Western Washington as its primary design manual. The City also uses the 2008 City of Normandy Park Small Project Drainage Requirements and Technical Guidance Manual, as well as the 2005 PSAT Low Impact Development Manual. Programs and projects that are referenced in the Stormwater Management Program Plan are consistent with the policies of the City Comprehensive Plan.

### **National Pollutant Discharge Elimination System (NPDES) Western Washington Phase II Municipal Stormwater Permit Requirements**

#### Notice of Coverage

A Notice of Coverage letter was received from DOE in January of 2007 identifying that the City was now covered under Permit No. WAR04-5534.

#### Duty to Reapply – Notice of Intent

The City of Normandy Park submitted a Duty to Reapply – Notice of Intent in September of 2017. The new permit became effective August 1, 2019 and expires July 31, 2024.

#### SWMP Development

One of the permit requirements is for municipalities to develop and implement a Stormwater Management Program (SWMP) Plan. A SWMP, as described in the NPDES Permit, is a planning tool used to describe a municipality's current implementation of the permit, as well as plans for implementing additional program elements. A SWMP is a living document that will be updated annually.

### **Coordination Mechanisms**

City of Normandy Park Public Works Department manages, assigns, and performs all responsibilities in regards to permit compliance. The Environmental Specialist, under direction of the Public Works Director, oversees the NPDES Permit and SWMP implementation.

Weekly staff meetings and a small shared office allow Public Works, Community Development, City Management, and Parks Department to discuss code updates, maintenance records, and permit compliance regularly throughout the year.

The City may rely on another entity to satisfy permit obligations. Ecology has been notified to satisfy the conditions of the NPDES permit (S1.D.3.c). In-person meetings, internal policy, and email communication are used to deliver clear direction and provide understanding of permit requirements.

# 1. Stormwater Planning

S5.C.1.

## *1.1 Overview*

The City of Normandy Park Storm Water Utility is well established with an existing surface water utility rate structure and the NPDES Phase II Permit program elements. The Stormwater Management Program that has been developed includes the following elements:

1. Stormwater Planning
2. Public Education and Outreach
3. Public Involvement and Participation
4. MS4 Mapping and Documentation
5. Illicit Discharge Detection and Elimination
6. Controlling Runoff from New Development, Redevelopment and Construction Sites
7. Operations and Maintenance
8. Source Control Program for Existing Development

Each of these elements is discussed in detail on the following pages.

## *1.2 Permit Requirements*

- Implement a Stormwater Planning program to inform and assist in the development of policies and strategies as water quality management tools to protect receiving waters.
- Convene an inter-disciplinary team to inform and assist in the development, progress, and influence of this program.
- Coordinate with long-range plan updates.
- Continue to require low impact development (LID) principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards or other enforceable documents.
- Assess and prioritize receiving waters and develop a Stormwater Action Plan (SMAP) for at least one high priority catchment area.

## *1.3 Activities Planned 2020*

### **Development of a Stormwater Master Plan**

A consultant is currently assisting the City with development of a Stormwater Master Plan. The plan will identify specific structural and non-structural solutions to provide adequate stormwater conveyance capacity and water quality treatment facilities to protect the environment and community. The plan will develop a long-range plan for construction of stormwater conveyance facilities within City right-of-way. The plan will incorporate guidance for water quantity and quality control contained in the Washington State Department of Ecology's 2014 Stormwater Management Manual for Western Washington (SWMMWW).

### **Stormwater Improvement Projects**

Based on the Stormwater Master Plan, improvements, including but not limited to, conveyance system relocation, upstream detention, stream enhancement, culvert improvements, and pipe replacement will be proposed.

**Low Impact Development**

The City adopted the 2005 PSAT Low Impact Development Technical Guidance Manual for LID design. Low impact development is a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation and use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design. LID strategies can be applied to new development, urban retrofits, infrastructure improvements and revitalization projects to protect aquatic resources.

The goal of LID is to prevent measureable physical, chemical or biological degradation to streams, lakes, wetlands, and other natural aquatic systems from commercial, residential or industrial development sites. In 2017, the City revised its Municipal Code to incorporate and require LID principles and LID BMPs in development sites. The current Low Impact Development Manual is available in the office of the Community Development Director for use and examination by the public.

## 2. Public Education and Outreach

### S5.C.2

#### 2.1 Overview

The City of Normandy Park is implementing a Public Education and Outreach Program. We use a variety of approaches to inform residents and businesses about stormwater pollution prevention, the Capital Improvement Program, watershed planning and maintenance activities, engaging both citizens and other stakeholders.

Public education is an integral part of protecting our water resources. It is our goal to increase water quality regulation compliance by helping people realize their individual and collective responsibilities for protecting our waterways. An informed community can be a great deal more effective at keeping a watchful eye on our waterways than a few members of City staff.

In 2016, the City adopted the 2012 Stormwater Management Manual for Western Washington published by the Washington State Department of Ecology as the general stormwater design manual for the City. For small residential projects with less than 10,000 square feet of total site impervious surface, and that add and/or replace less than 5,000 square feet of paved area, the City adopted the 2008 City of Normandy Park Small Project Drainage Requirements and Technical Guidance Manual (See Appendix B).

These documents provide educational information to tenants and residents on the impact of stormwater discharges on receiving waters, and steps that can be taken to reduce pollutants in stormwater runoff.

#### 2.2 Permit Requirements

- Build general awareness about methods to address and reduce impacts from stormwater runoff.
- Effect behavior change to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts.
- Create Stewardship opportunities that encourage community engagement in addressing the impacts from stormwater runoff.
- Implement an education and outreach program for the area served by the MS4.
- Provide and advertise stewardship opportunities and/or partner with existing organizations to encourage residents to participate in activities planned and organized within the community.

#### 2.3 Activities Planned 2020

##### Stormwater Services Website

The City updates the Stormwater Management website to provide material intended to inform the general public on stormwater management activities and Best Management Practices (BMPs).

<https://normandyparkwa.gov/public-works/surface-water-management/>

##### Stormfest

Approximately 1,400 Highline School District 6th graders will descend upon Des Moines Beach Park in June of 2020. Normandy Park, Burien, Des Moines, SeaTac, and King County have pooled their resources to host a three-day experimental, interactive, stormwater festival designed to teach 6th graders

about stormwater and watershed science. Planning efforts between Normandy Park, Burien, Des Moines, SeaTac, and King County have resulted in an agreement to fund this Stormwater Festival through 2024.

### **Community Salmon Investigation (CSI) Program**

The annual Community Salmon Investigation program relies on community volunteers to collect important data on salmon abundance and the prevalence of urban runoff mortality syndrome (URMS) within the basin. Annual estimates of the pre-spawn mortality can be an important indicator of the effectiveness of efforts to improve basin hydrology and water quality overtime. CSI has also partnered with the UW Center for Urban Waters to try to better understand the cause of URMS in urban streams. The City of Normandy Park, King County, and UW Center for Urban Waters will host an orientation and training for volunteers to carry out Salmon surveys within the creek.

### **Miller and Walker Creeks Basin Stewardship and Monitoring Coordination**

The City has partnered with King County, Burien, SeaTac, and the Port of Seattle as part of the watershed-scale stormwater planning aspect of the Phase II NPDES permit to improve resources and foster community investment in water resources by conducting volunteer stream/wetland improvement projects. As part of this stewardship program, a number of public events and programs have been implemented; these include invasive species and noxious weed removal by volunteer groups, handout distribution to educate homeowner's on importance of stream buffer area health, salmon counts in local streams, and providing "Clean Stormwater" web page for public to view educational material on improving basin health and provide information on how and where to get involved.

### **Car Wash Program**

The City provides direct access to educational material regarding the negative effects of car washing on the watershed. Even biodegradable soaps are toxic to aquatic life and, unlike our sanitary sewer system, water that runs into our storm drains flows directly to our lakes, streams and wetlands with little to no treatment. The program includes free use of a car-wash kit which pumps water from a catch basin into the sanitary sewer or grassy area for absorption. Information regarding all aspects of the program is available to the public on the City's webpage.

### **Natural Yard Care Program**

These informative workshops provide residents with the information and tools they need to adopt environmentally friendly yard care techniques, such as Smart Watering, Composting/Mulching and Alternatives to Fertilizers and Pesticides. This work is coordinated with our Basin Steward program. All information regarding the program, including when and where workshops are held, is available on the City's website.

### **Community Foresters**

King County Conservation District sponsors the Normandy Park Forest Friends stewardship training program. This program is designed to manage and train volunteers by providing hands-on training. Those interested in learning how to reduce stormwater runoff and erosion, improve property values, and improve air and water quality are encouraged to participate.

### **Shoreline Stewardship Booklet**

This public education booklet outlines the natural processes and functions of the Puget Sound shoreline and describes environmentally friendly techniques on topics like beach access, landscaping and shoreline erosion protection. The booklet was provided to the City courtesy of the Puget Sound Action Team.

**Storm Drain Marking Program**

To increase the public’s awareness of stormwater pollution issues, while providing an opportunity to get the public involved in mitigating these issues, the City operates a Catch Basin Marker Program. Through this program, partnerships with organizations such as Scout groups will help to mark storm drain inlets or catch basins with stencils and paint. The program is on-going and the City will continually expand the target area.

**Park Signs and Pet Waste Stations**

Parks throughout the City host pet waste stations to encourage proper pet waste management and disposal.

### **3. Public Involvement and Participation**

S5.C.3

#### ***3.1 Overview***

Volunteers are an important part of our stormwater pollution prevention program. Below are some of the programs the City is developing as a part of the Stormwater Management Program.

#### ***3.2 Permit Requirements***

- Provide ongoing opportunities for public involvement and participation through advisory councils, public hearings, watershed committees, participation in developing rate-structures or other similar activities.
- Comply with applicable state and local public notice requirements when developing elements of the Stormwater Management Program (SWMP) and Stormwater Management Action Planning (SMAP).
- Create opportunities for the public, including overburdened communities, to participate in the decision-making process involving the development, implementation and update of the Permittee's SMAP and SWMP.
- Post on City website their SWMP Plan and the annual report no later than May 31 each year.

#### ***3.3 Activities Planned 2020***

- Continue to invite the general public to all City Council meetings where input related to NPDES Phase II is accepted.
- Provide notices of upcoming workshops in the CityScene (quarterly magazine), Normandy Park's NPDES webpage, and public calendar.
- The most current SWMP Plan and Department of Ecology Annual Report are available on the City's website. <https://normandyparkwa.gov/public-works/surface-water-management/>

## 4. MS4 Mapping and Documentation

S5.C.4

### 4.1 Overview

One of the conditions of the permit is to provide an inventory of the City's stormwater facilities. Mapping of the City's Stormwater System is in progress. This mapping work includes mapping of both pipes and open channels including identification of all known stormwater structures and outfalls. Additionally, the City has created an inventory list of all outfalls within the City. The inventory can be found in Appendix D of this document (City of Normandy Park: Surface Water Outfalls).

### 4.2 Permit Requirements

- Ongoing Mapping – maintain mapping data for the features listed in S5.C.4.a. of the NPDES Phase II permit.
- New Mapping – begin collecting size and material for all known MS4 outfalls during normal course of business.
- Complete mapping of all known connections from the MS4 to a privately owned stormwater system.
- No later than August 1, 2021, the required format for mapping is electronic, with fully described mapping standards.
- Make available maps depicting the information required in Section 5.C.4 of NPDES Phase II permit.
- Provide mapping information to federally recognized Indian Tribes, municipalities, and other Permittees, upon request.

### 4.3 Activities Planned 2020

#### ArcMap

The City uses ArcMap to document the stormwater infrastructure. This data is regularly uploaded to ArcGIS Online which hosts web maps for the public to view and interact with. Mapped features include but are not limited to the size and material of outfalls, discharge points, flow controls, stormwater treatment facilities, tributary conveyances, drainage areas, connections between the City's MS4 and other public entities, connections from the MS4 to privately owned stormwater systems and all other connections to the MS4.

#### Cityworks Asset Management Software

The City will continue to use Cityworks to manage public assets, including stormwater infrastructure. The GIS-centric asset management system allows staff to better manage, track, analyze, and prioritize assets. Inspection templates reflect maintenance standards in the 2012 Stormwater Management Manual of Western Washington (SWMMWW). Based on maintenance needs determined during inspections, staff generates work orders.

#### CCTV Camera

Any unknown connections between conveyance pipes and other features will be mapped using a portable inspection camera. This method was proven to be successful at numerous locations throughout the city and efforts will continue in upcoming years.

## 5. Illicit Discharge Detection and Elimination (IDDE)

S5.C.5.

### 5.1 Overview

The City of Normandy Park continues to develop programs to address illicit discharge issues in the City. The IDDE program is continually updated to improve detection and elimination methods.

### 5.2 Permit Requirements

- The SWMP shall include an ongoing program designed to prevent, detect, characterize, trace, and eliminate illicit connections and illicit discharges into MS4.
- Include procedures for reporting and correcting or removing illicit connections, spills and other illicit discharges when they are suspected or identified.
- Include procedures for addressing pollutants entering the MS4 from an interconnected, adjoining MS4.
- Inform public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.

### 5.3 Activities Planned 2020

Continue to implement and enforce Normandy Park Municipal Code.

In October 2008, the City adopted Title 13.08.200 Discharges into City of Normandy Park Waters which describes prohibited discharges into surface, stormwater and groundwater and identifies possible enforcement actions.

Development of a formal Illicit Discharge Detection and Elimination (IDDE) program is underway. Progress towards a full formal IDDE program includes:

- ✓ Routine IDDE inspections. Areas throughout the City are targeted for water quality inspections due to their potential impacts to the City's infrastructure and downstream surface waters.
- ✓ Creation of GPS technical manual for seasonal public works crew for ongoing inspections
- ✓ Development and upkeep of MS4 assets and infrastructure GIS map allowing for easy locating and recording of inspections
- ✓ Increased information sharing and public involvement for IDDE.
- ✓ Development of an IDDE Citizen Water Quality Monitoring Brochure available to the public.

On-site assessments are made using visual methods to detect non-stormwater discharges or illicit connections. Best Management Practices (BMPs) at the facility are reviewed, and all known stormwater discharge points are inspected for odors, discolorations, abnormal flows or abnormal conditions. Observations will be documented, and physical evidence (photos, water quality samples) may be collected when warranted.

When stormwater violations are found, the City of Normandy Park will allow the facility owner to correct the problem within a reasonable time frame. In addition, the SWMP provides educational material such as that found in the City's adopted stormwater manual for the property or business owner to use as a reference for compliance. This educational material can be found on the City's website or at City Hall.

Escalating civil enforcement action, including issuance of monetary penalties, may be evoked when serious or on-going violations occur.

The City has resources available to alert the public of any potentially harmful illicit discharge events within the City's system. These include alerts posted to the City's webpage, Police Department Facebook page, and City Facebook page. Additionally, the City's website has the following resources available to report potential illicit discharges and drainage/pollution issues:

Storm Drain & Pollution Hotline: 206-248-8278

National Oil Spill Hotline: 800-424-8802

Online Service Request System:

<https://normandyparkwa.gov/services/city-managers-office/request-city-assistance/>

### **Hazardous Materials Disposal**

The City of Normandy Park promotes responsible hazardous waste management in the City through the Local Hazardous Waste Management Program in King County. For residents, the program's "wastemobile" will be promoted by including the program on the City's website and quarterly magazine.

### **IDDE Program Improvements**

The City will continually update the IDDE program to improve detection and elimination of illicit discharges. These program improvements will include:

- Documentation of existing programs and procedures.
- Review and update Normandy Park Municipal Code as needed.
- Document and update existing enforcement strategy.
- Continue to implement and refine outfall screening program.
- Update and augment education programs on the hazards of illicit discharges and on reducing pollutants in permitted non-stormwater discharges.
- Develop centralized record-keeping for actions associated with illicit discharges.
- Review and update IDDE training program for City staff.

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

S5.C.6

### 6.1 Overview

In order to help mitigate the negative impacts associated with changing the natural landscape, the City has implemented several policies which strengthen protection against many of the stormwater issues related to construction sites.

### 6.2 Permit Requirements

- Implement and enforce a program to reduce pollutants in stormwater runoff to a regulated small MS4 from new development, redevelopment and construction site activities. The program shall apply to private and public development, including transportation projects.
- Implement an ordinance or other enforceable mechanism that addresses runoff from new development, redevelopment, and construction site projects
- Include in program, a permitting process with site plan review, inspection, and enforcement capability to meet the standards listed in S5.C.6.c of the NPDES permit, for both private and public projects, using qualified personnel.

### 6.3 Activities Planned 2020

#### Plan Review

The City has retained outside civil engineering consultant to provide third-party review of storm water drainage plans at the City's discretion. The City has adopted the 2012 Stormwater Management Manual for Western Washington published by the Washington State Department of Ecology as the general stormwater design manual for the City. For small residential projects with fewer than 10,000 square feet of total site impervious surface, and that add and/or replace less than 5,000 square feet of paved area, the City adopted the 2008 City of Normandy Park Small Project Drainage Requirements and Technical Guidance Manual (See Appendix B). In addition, the City adopted the 2005 PSAT Low Impact Development Technical Guidance Manual for LID design.

Per Normandy Park Municipal Code, a drainage review is required when any proposed project is subject to a City of Normandy Park building permit; land clearing, grading or filling permit; shoreline substantial development permit; flood control zone permit; or subdivision or plat approval, and meets one of the following criteria:

1. Any single-family residence or permitted modification that adds impervious surface;
2. Would construct or modify a drainage pipe or ditch that is 12 inches or more in diameter or depth or receives surface and stormwater runoff from a drainage pipe or ditch that is 12 inches or more in diameter or depth;
3. Contains or is adjacent to a floodplain, stream, lake, wetland or closed depression, or a sensitive area as defined in Chapter 13.16 NPMC excluding seismic hazard areas; or
4. Any other project that adds or replaces impervious surface. Pavement maintenance projects not requiring or associated with other permits, such as seal coats, pavement overlay, and repavement of existing residential use concrete or asphalt paved areas such

as parking lots, patios, or driveways shall be excluded from drainage review, unless the drainage patterns are substantially modified.

5. Any project which includes land-disturbing activities which expose more than 120 square feet of soil. Routine landscape maintenance practices outside critical areas, and ongoing gardening and farming activities shall be excluded from drainage review unless the drainage patterns are substantially modified.

### **Drainage Plan Requirements**

Minimum requirements - every permit application with drainage review must meet each of the requirements, which are described in detail in the 2012 Stormwater Management Manual for Western Washington. These requirements can also be found in Normandy Park Municipal Code 13.08.050 Drainage and Water Quality Small single-family residential projects with less than 10,000 square feet of total impervious surfaces and less than 5,000 square feet of paved area may be able to use the City of Normandy Park Small Project Drainage Requirements and Technical Guidance Manual for project planning, design and submittal purposes. Redevelopment projects shall mitigate the impacts from existing impervious surfaces to the extent practical, and as required by the appropriate stormwater management manual

### **Additional Requirements**

Single-family residential projects with over 10,000 square feet of total impervious surface and/or that add or replace over 5,000 square feet of paved surface, and all other projects which add or replace over 5,000 square feet of impervious surface must meet each of the requirements as required by the 2012 Stormwater Management Manual for Western Washington.

### **Engineering Required**

All projects, except single-family residential projects with less than 5,000 square feet of total site impervious surface, are required to have a drainage plan prepared by an engineer licensed in the state of Washington. This requirement may be waived by the City for projects with less than 10,000 square feet of total site impervious surface if the project design and conditions indicate a low likelihood of any adverse impacts due to a lack of professional involvement in the design.

### **Landscaping and Aesthetics**

Proposed projects shall incorporate landscape buffers and/or passive recreational features into the design of detention/retention and treatment facilities. The landscaping shall meet the landscaping requirements of the adopted stormwater manual. When possible, retention/detention facilities should be integrated into the project's design to take advantage of the improved appearance and function of the facility.

The drainage review for any proposed project shall be targeted to the scope of the project's size, type of development and potential for impacts to the regional surface water system. If drainage review for a proposed project is required, the City shall determine which of the following drainage reviews apply:

- a. Small-site drainage review; or
- b. Full drainage review

## 7. Operations and Maintenance

### S5.C.7

#### *7.1 Overview*

Municipal operations and maintenance is one of the Phase II NPDES Permit minimum control measures. As a result, the City of Normandy Park has implemented an Operations and Maintenance program for our own municipal operations.

#### *7.1 Permit Requirements*

- Implement and document a program to regulate maintenance activities to prevent or reduce stormwater impacts.
- Implement maintenance standards that are as protective, or more protective, of facility function than those specified in the Stormwater Management Manual for Western Washington (SWMMWW).
- Maintain all stormwater facilities regulated by the City of Normandy Park
- Maintain all stormwater facilities owned by the City of Normandy Park
- Implement practices, policies, and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the City of Normandy Park, and road maintenance activities under the functional control of the City.
- Implement an ongoing training program for employees of the City whose primary construction, operations, or maintenance job functions may impact stormwater quality.
- Implement a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the City in areas subject to the permit that are not required to have coverage under the Industrial Stormwater General Permit or another NPDES permit that authorizes stormwater discharges associated with the activity.
- Maintain records of the activities conducted to meet the requirements of Section S5.C.7 of the NPDES Phase II permit.

#### *7.3 Activities Planned 2020*

##### **Maintenance Standards**

Continue to implement, revise, and enforce section 13.08.025 of the Normandy Park Municipal Code (NPMC), which adopts the 2012 Stormwater Management Manual for Western Washington, amended 2014, published by the Washington State Department of Ecology as the general stormwater design manual for the city.

##### **Cityworks**

The City will continue to use Cityworks to manage public assets, including stormwater infrastructure. The GIS-centric asset management system allows staff to better manage, track, analyze, and prioritize assets. This program is used to implement and document activities related to inspections, maintenance activities, and requests.

##### **Catch Basin and Inlet Inspections**

In 2018, the City implemented a mobile version of Cityworks software to allow staff to work more efficiently while performing inspection and maintenance of the MS4 infrastructure. Catch basin and inlet inspections are based on the maintenance standards defined in the 2012 Stormwater Management Manual

of Western Washington. The city follows biennial inspection cycle as required in the NPDES Phase II permit.

**Stormwater Pollution Prevention Plan (SWPPP)**

Continue to implement the SWPPP at the Public Works Shop and Maintenance Yard. This working document is updated as needed to include the following information:

- Detailed description of the operational and structural best management practices (BMPs) and a schedule for implementation of additional BMPs when needed.
- Annual inspection protocol
- Inventory of the materials and equipment stored on-site, and activities conducted at the facility which may be exposed to precipitation and runoff and could result in stormwater pollution.
- A site map showing the facility's drainage, discharge points, and areas of potential pollutant exposure.
- A plan for preventing and responding to spills at the facility which could result in an illicit discharge.

## 8. Source Control Program for Existing Development

S5.C.8.

### 8.1 Overview

A proactive approach to stormwater management requires preventative measures. The City of Normandy Park will work on development and implementation of a source control program over the next couple years that will meet the permit requirements. This program will focus on preventative measures aimed at reducing pollutants in runoff.

### 8.2 Permit Requirements

- Implement a program to prevent and reduce pollutants in runoff from areas that discharge to the MS4
- No later than August 1, 2022, adopt and make effective an ordinance(s), or other enforceable documents, requiring the application of source control Best Management Practices (BMPs) for pollutant generating sources associated with existing land uses and activities.
- No later than August 1st, 2022, establish an inventory that identifies publicly and privately owned institutional, commercial, and industrial sites which have the potential to generate pollutants to the MS4.
- No later than January 1, 2023, implement an inspection program for sites identified pursuant to Section 5.C.8.b.ii of the NPDES Phase II permit.
- No later than January 1, 2023, implement a progressive enforcement policy that requires sites to comply with stormwater requirements within a reasonable time period as specified in Section 5.C.8.b.iv of the NPDES Phase II permit.
- Train staff who are responsible for implementing the source control program to conduct those activities.

### 8.3 Activities Planned 2020

- Continue establishing an inventory that identifies publicly and privately owned institutional, commercial sites/businesses.
- Train staff who are responsible for implementing the source control program to conduct the required activities.
- Review ordinance(s), or other enforceable documents, requiring the applications of source control BMPs for pollutant generating sources associated with existing land use and activities.
- Provide education to homeowners and businesses about appropriate source control BMPs to reduce pollution to the MS4.
- Continue developing and implementing the Illicit Discharge Detection and Elimination (IDDE) Program, inspection protocol, and general education efforts to achieve the permit requirements.
- Prepare for program development and implementation to comply with the deadlines outlined above in 8.2 Permit Requirements.

## **Monitoring and Assessment**

S8.

### ***Regional Status and Trends Monitoring***

Make annual payments into a collective fund to implement regional receiving water status and trends monitoring or conduct stormwater discharge monitoring per the requirements in S8.C.

- To satisfied the requirements outlined in S8. A.2., the City of Normandy Park has chosen to make annual payments into a collective fund to implement regional receiving water status and trends monitoring of small streams and marine nearshores areas in Puget Sound. (S8.A.2.a.)

### ***Stormwater Management Program (SWMP) Effectiveness and Source Identification Studies***

Make annual payments into a collective fund to implement effectiveness and source identification studies that are under contract with Ecology as active Stormwater Action Monitoring (SAM) projects or conduct stormwater discharge monitoring per the requirements in S8.C.

- To satisfy the requirements outlined in S8. B.2., the City of Normandy Park has chosen to make payments into a collective fund to implement effectiveness and source identification studies. (S8.B.2.a)