

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S9.D.6.	1	Attach a copy of any annexations, incorporations, or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period	There were no annexations, incorporations, or boundary changes in 2019.
S5.A.2	2	Attach updated annual Stormwater Management Program Plan (SWMP Plan)	See SWMP
S5.A.3	3	Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP.	Yes
S5.A.5.b	4	Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance.	Yes
	4a	Attach a written description of internal coordination mechanisms	See Word doc
S5.C.1.a.	5	Have you convened an interdisciplinary team to inform and assist in the development, progress, and influence of the stormwater planning program? Required by August 1, 2020	Yes
S5.C.1.b.i(a) and (b)	6	List the relevant land use planning efforts that have taken place in your jurisdiction (land use plans that are used to accommodate growth, stormwater management, or transportation). Required by March 31, 2021 & January 1, 2023	N/A
(S5.C.1.b.i(a) and (b)	7	List of stormwater capital projects (currently in or slated for future design and construction) that resulted from this planning. Required by March 31, 2021 & Jan 1, 2023	N/A
S5.C.1.b.i(a) and (b) –	8	Describe of watershed protection measures associated with stormwater management and land use planning actions that resulted from this planning. Required by March 31, 2021 & January 1, 2023	N/A
S5.C.1.b.i(a) and (b) –	9	Were land acquisitions identified (or are planning ahead for) that are useful for stormwater facilities to: accommodate growth or to better serve an existing developed area? Required by March 31, 2021 & January 1, 2023	N/A
	9a	If yes, for what purpose?	

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.1.b.i(a) and (b) –	10	Identified corrective actions, in addition to the minimum requirements of the Municipal Stormwater Permits to control or treat municipal stormwater discharges that pollute waters of the State (e.g. Limits to impervious cover added to any zoning districts, regional facility planning, minimization of vegetation loss, etc.)?	N/A
	10a	If yes, briefly describe and list relevant plan or code sections, if applicable. Required by March 31, 2021 & January 1, 2023	
S5.C.1.b.i(a) and (b)	11	Updates to goals and policies related to investment in stormwater management facilities/BMPs? Required by March 31, 2021 & January 1, 2023	N/A
	11a	If yes, briefly describe	
S5.C.1.b.i(a) and (b)	12	Does the long-range plan identify the location and existing capacity of the stormwater facilities owned or operated by the Permittee and show which of those stormwater facilities have unused capacity? Required by March 31, 2021 & January 1, 2023	N/A
	12a	Do these stormwater facility locations impact where housing, or other types of development, are projected to be located or influence the acquisition of land? (If yes, how?)	N/A
	12b	Does the long-range plan identify a lack of facilities and the potential impacts of existing or new development to those areas and receiving waters?	N/A
	12c	Any new proposed locations and capacities of stormwater facilities needed for the timeframe of the plan?	N/A
S5.C.1.b.i(a) and (b)	13	Based on the projected population densities and distribution of growth over the planning period, describe how stormwater runoff impacts are forecasted. Does stormwater management information (including water quality) direct where growth is directed? Required by March 31, 2021 & January 1, 2023)	N/A

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.1.b.i(b)	14	Did you submit a report as described in S5.C.1.b.i(b)? (Required no later than January 1, 2023)	N/A
S5.C.1.c.i	15	Continue to design and implement local development-related codes, rules, standards, or other enforceable documents to minimize impervious surfaces, native vegetation loss, and stormwater runoff, where feasible?	Yes
S5.C.1.c.i(a),	16	From the assessment described in S5.C.1.c.i(a), did you identify any administrative or regulatory barriers to implementation of LID Principles or LID BMPs?	No
	16a	If yes, describe the barrier(s) and the measures taken to address them.	N/A
S5.C.1.d.i	17	Developed a watershed inventory as outlined in S5.C.1.d.i?	N/A
	17a	Attach watershed inventory as described in S5.C.1.d.i.	N/A
S.5.C.1.d.ii(a)-(c)?	18	Developed a receiving water prioritization method and process as described in S.5.C.1.d.ii(a)-(c)? (Required by June 30, 2022.)	N/A
	18a	Attach receiving water priority ranking process as described in S.5.C.1.d.ii(a)-(c).	N/A
S.5.C.1.d.iii	19	Developed a Stormwater Management Action Plan (SMAP) for at least one high priority area? (S.5.C.1.d.iii – Required by March 31, 2023)	N/A
	19a	Attach SMAP(s)	N/A
S5.C.2	20	Did you choose to adopt one or more elements of a regional program?	Yes
	20a	If yes, list the elements, and the regional program.	Natural Yard Care program: hosted three workshops; Don't & Drive: promoted free workshops and fixcarleaks.org site
S5.C.2.a.i	21	Attach a description of general awareness efforts conducted, including your target audiences and subject areas	See attached Public Education & Outreach Program Summary Report 2019
S.5.C.2.a.ii.(b)	22	Conducted an evaluation of the effectiveness of the ongoing behavior change program and documented recommendations	Yes. See attached Public Education & Outreach Program Summary Report 2019

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
	22a	If not, explain	
S5.C.2.a.ii.(c)	23	Developed a behavior change campaign that is tailored to the community (Required no later than February 1, 2021)	N/A
	23a	Attach the strategy and schedule developed	N/A
S.5.C.2.a.ii.(c) (S5.C.2.a.ii.(d))	24	Began implementing strategy	N/A
S5.C.2.a.ii.(e)	25	Attach the report developed in accordance with S5.C.2.a.ii.(e), which evaluated the changes in understanding and adoption of targeted behaviors resulting from the implementation of the strategy and any planned or recommended changes to the program in order to be more effective.(Required no later March 31, 2024)	N/A
S5.C.2.a.iii.	26	Promoted stewardship opportunities (or partnered with others) to encourage resident participation in activities	Yes; MLK Day of Service (1/21/19); Earth Day (4/20/19); Orca Recovery Day (10/19/19)
	26a	Attach a list of stewardship opportunities promoted.	See attached Public Education & Outreach Program Summary Report 2019
S5.C.3.a	27	Describe in Comments field the opportunities created for the public, including overburdened communities, to participate in the decision-making processes involving the development, implementation, and updates of the Permittee's SWMP and the SMAP.	We provided opportunities for the public to participate in the update of the SWMP through our City publications, electronic newsletters, social media, events, and on the City website.
S5.C.3.b	28	Posted the updated SWMP Plan and latest annual report on your website no later than May 31 of each year?	Yes
	28a	List the website address in Comments field	www.bothellwa.gov/swm
S5.C.4.a.i-vii	29	Maintained a map of the MS4 including the requirements	Yes
S5.C.4.b.i	30	Started mapping outfall size and material (Required no later than January 1, 2020)	Yes
	30a	Attach a spreadsheet that lists the known outfalls' size and material(s).	See outfall type, size, material spreadsheet

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.4.b.ii	31	Completed mapping connections to private storm sewers in accordance with S5.C.4.b.ii? (Required no later than August 1, 2023)	N/A
S5.C.4.c	32	Developed an electronic format for map, with fully described mapping standards (Required no later than August 1, 2021) S5.C.4.c? (Required no later than August 1, 2021)	Yes
(S5.C.5.b)	33	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. Describe actions in Comments field.	We informed employees, businesses, and the general public through City publications (Bothell Bridge, e-newsletters, etc.), staff training, City website, social media, outreach events, and through technical assistance as part of our Stormwater Source Control Program.
S5.C.5.c.	34	Implemented an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges	Yes
S5.C.5.d.i	35	Implemented procedures for conducting illicit discharge investigations	Yes
	35a	Cite field screening methodology in Comments field.	See attached Bothell IDDE Manual, pg. 4-1 through 5-7.
S5.C.5.d.i	36	Percentage of MS4 coverage area screened in the reporting year per S5.C.5.d.i. (Required to screen 12% on average each year.)	41% 1/1/19-12/31/19
	36a	Cite field screening techniques used to determine percent of MS4 screened.	See attached Bothell IDDE Manual, pg. 4-1. "When screening MS4 catch basins and inlets field crews should conduct visual and olfactory inspection of the structure and document the observations on the Lucity field tablet. " Field crews screen MS4 coverage area for IDDE during daily operations.
S5.C.5.d.i	37	Percentage of total MS4 screened from permit issuance through the end of the reporting year.	4% 8/1/19-12/31/19

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.5.d.ii	38	Describe how you publicized a hotline telephone number for public reporting of spills and other illicit discharges in the Comments field.	We publicized the spill hotline phone number to employees, businesses, and the general public through City publications (Bothell Bridge, e-newsletters, etc.), utility trucks, stormwater inspections and spill response, staff training, City website, social media, outreach events, and through our Stormwater Source Control Program.
S5.C.5.d.iii.	39	Implemented an ongoing illicit discharge training program for all municipal field staff	Yes
S5.C.5.e.	40	Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4	Yes
S5.C.5.f.	41	Municipal illicit discharge detection staff trained to conduct illicit discharge detection and elimination activities	Yes
Appendix 12.	42	Attach a report with data describing the actions taken to characterize, trace, and eliminate each illicit discharge reported to, or investigated by, the Permittee as described in S5.C.5.g. The submittal must include all of the applicable information and must follow the instructions, timelines, and format	Yes
S5.C.6.b.i-iii	43	Implemented an ordinance or other enforceable mechanism to effectively address runoff from new development, redevelopment, and construction sites per the requirements	Yes
S5.C.6.b.i-iii.	44	Revised ordinance or other enforceable mechanism to effectively address runoff from new development, redevelopment, and construction sites per the requirements (Required no later than June 30, 2022)	N/A
	44a	Cite code reference in Comments field.	N/A
S5.C.6.b.i.	45	Number of adjustments granted to the minimum requirements in Appendix 1. (S5.C.6.b.i. and Section 5 of Appendix 1)	1

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.6.b.i	46	Number of exceptions/variances granted to the minimum requirements in Appendix 1.	0
S5.C.6.b.i.	47	Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds	Yes
	47a	Number of site plans reviewed during the reporting period.	34
S5.C.6.c.ii	48	Inspected, prior to clearing and construction, permitted development sites per S5.C.6.c.ii, that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 – Determining Construction Site Sediment Damage Potential?	Yes
(S5.C.6.c.ii)	48a	If no, inspected prior to clearing and construction, all construction sites meeting the minimum thresholds	N/A
S5.C.6.c.iii	49	Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls	Yes
	49a	Number of construction sites inspected	35
S5.C.6.c.iv	49b	Inspected stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments every 6 months	Yes
S5.C.6.c.v	50	Inspected all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities.	Yes
S5.C.6.c.v	51	Verified a maintenance plan is completed and responsibility for maintenance is assigned for projects prior to final approval and occupancy being granted.	Yes
S5.C.7.c.viii	52	Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects per S5.C.6.c.ii-iv).	Gunnar: 43, Boyd: tbd
S5.C.6.c.vi	53	Achieved at least 80% of scheduled construction-related inspections.	Yes (100%)

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.6.d	54	Made Ecology's Construction Stormwater General Permit Notice of Intent and the Industrial Stormwater General Permit Notice of Intent available to representatives of proposed new development and redevelopment?	Yes
S5.C.6.e	55	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?	Yes
S5.C.7.a.	56	Implemented maintenance standards that are as protective, or more protective, of facility function than those specified in the Stormwater Management Manual for Western Washington or a Phase I program approved by Ecology	Yes
S5.C.7.a	57	Updated maintenance standards specified in Stormwater Management Manual for Western Washington per S5.C.7.a? (Required no later than June 30, 2022)	Yes
S5.C.7.a	58	Applied a maintenance standard for a facility or facilities which do not have maintenance standards specified in the Stormwater Management Manual for Western Washington? If so, note in the Comments field what kinds of facilities are covered by this alternative standard.	Yes, Deflective Separators (Contech CDS, Vortechs 1000), Modular Wetlands, Filterra, Bayfilters
S5.C.7.a.ii	59	Verified that maintenance was performed per the schedule in S5.C.7.a.ii, when an inspection identified an exceedance of the maintenance standard.	Yes
	59a	Attach documentation of maintenance time frame exceedances that were beyond the Permittee's control.	Inspections: 54 catch basins were not inspected due to no access. Spread sheet is attached Maintenance: 13 catch basins had maintenance time frame exceedances that were beyond the Permittee's control. Spread sheet is attached

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.7.b.i(a)	60	Implemented an ordinance, or other enforceable mechanisms, to verify long-term operation and maintenance of stormwater treatment and flow control BMPs/facilities regulated by the Permittee	Yes
S5.C.7.b.i(b)	61	Annually inspected stormwater treatment and flow control BMPs/facilities regulated by the Permittee	Yes
	61a	If using reduced inspection frequency for the first time during this permit cycle, attach documentation	N/A
(S5.C.7.b.ii)	62	Achieved at least 80% of scheduled inspections to verify adequate long-term O&M.	Yes (100%)
S5.C.7.c.i)	63	Annually inspected all municipally owned or operated stormwater treatment and flow control BMPs/facilities?	Yes
	63a	Number of known stormwater treatment and flow control BMPs/facilities owned or operated by the Permittee.	396
	63b	Number of facilities inspected during the reporting period.	396
	63c	Number of facilities for which maintenance was performed during the reporting period.	94
S5.C.7.c.i.	64	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.7.c.i.	N/A
S5.C.7.c.ii.	65	Conducted spot checks and inspections, if necessary, of potentially damaged stormwater facilities after major storms	Yes
S.5.C.7.c.iii	66	Inspected catch basins owned or operated by the Permittee every two years or used an alternative approach?	Used alternative approach, see Storm Operations Maintenance Manual
	66a	Number of known catch basins?	8028
	66b	Number of catch basins inspected during the reporting period?	3217
	66c	Number of catch basins cleaned during the reporting period?	914
S5.C.7.c.iii	67	Attach documentation of alternative catch basin inspection approach for those owned or operated by the Permittee if used.	Storm Operations Maintenance Manual, see section 4

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S5.C.7.d	68	Implemented 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.	Storm Operation Plan, Streets Maintenance Plan
S5.C.7.d	69	Documented 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. (S5.C.7.d – Required by December 31, 2022)	See attached NPDES procedures
	69a	Cite documentation in Comments.	
S5.C.7.e	70	Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality.	Spill response training for all public works oncall staff, Provide training to city water department on how to mitigate impacts to MS4, 201 IDDE Inspection & 205 Spill Response, New CESCL Certification Training, WSU Pesticide Re-Certification
(S5.C.7.f)	71	Implemented 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 an NPDES permit that covers stormwater discharges associated with the activity.	Yes
S5.C.7.f	72	Updated, if needed, SWPPPs according to S5.C.7.f no later than December 31, 2022.	N/A
S.5.C.8.b.i.	73	Adopted ordinance(s), or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with existing land uses and activities per S.5.C.8.b.i. Cite ordinance in Comments field. (Required by August 1, 2022)	N/A
S5.C.8.b.ii.	74	Established an inventory per S5.C.8.b.ii. (Required by August 1, 2022)	Yes

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
	74a	Number of total sites identified for the inventory.	445
S5.C.8.b.iii.	75	Implemented an inspection program per S5.C.8.b.iii. (Required by January 1, 2023)	N/A
S5.C.8.b.iv.	76	Implemented a progressive enforcement policy per S5.C.8.b.iv. (Required by January 1, 2023)	N/A
S5.C.8.b.iii and S5.C.8.b.iv.	77	Attach a summary of actions taken to implement the source control program	N/A
S5.C.8.b.iii	78	Attach a list of inspections, per S5.C.8.b.iii, organized by the business category, noting the number of times each business was inspected and if enforcement actions were taken.	N/A
S5.C.8.b.v	79	Implemented an ongoing source control training program	N/A
S7.A	80	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2.	Yes
	80a	List any requirements that were not met.	N/A
S7.A	81	For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s).	See attached Stream Health and TMDL Report, pg. 8: Results: Fecal Coliform Bacteria (TMDL Requirement).
S8.A.2.a	82	Submitted payment for cost-sharing for Stormwater Action Monitoring (SAM) status and trends monitoring no later than December 1, 2019 (S8.A.1); and no later than August 15 of each subsequent year.	Yes
S8.A.2.a or S8.A.2.b.	83	Notified Ecology by December 1, 2019, which option you selected:	Yes
S8.B.1	84	Submitted payment for cost-sharing for SAM effectiveness and source identification studies no later than December 1, 2019 (S8.B.1); and no later than August 15 of each subsequent year. (S8.B.2.a or S8.B.2.b)	Yes
S8.B.2.a or S8.B.2.b.	85	Notified Ecology by December 1, 2019, which option you selected: S8.B.2.a or S8.B.2.b.	Yes

City of Bothell 2019 NPDES Annual Report Questions and Responses

Category	Number	Question	Answer
S8.C.1.b and Appendix 9)	86	If conducting stormwater discharge monitoring in accordance with S8.C.1., submitted a QAPP to Ecology no later than February 1, 2020?	N/A
S8.C.1	87	If conducting stormwater discharge monitoring in accordance with S8.C.1., attach a data and analysis report per S8.C.1 and Appendix 9. (Due annually beginning March 31, 2021)	N/A
G3	88	Notified Ecology in accordance with G3 of any discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare, or the environment.	Yes (71)
G3.A	89	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment	Yes
S4.F.1)	90	Notified Ecology within 30 days of becoming aware that a discharge from the Permittee's MS4 caused or contributed to a known or likely violation of water quality standards in the receiving water.	yes
S4.F.3.a.	91	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.	N/A
S4.F.3.d	92	Attach a summary of the status of implementation of any actions taken pursuant to S4.F.3 and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period.	See attached S4F notifications
G20	93	Notified Ecology of the failure to comply with permit terms and conditions within 30 days of becoming aware of the non-compliance.	N/A
G20	94	Number of non-compliance notifications (G20) provided in reporting year. List permit conditions described in non-compliance notification(s) in Comments field.	N/A