



City of Sammamish 2009 Stormwater Management Program

Prepared for
City of Sammamish

Prepared by
Parametrix
411 108th Avenue NE, Suite 1800
Bellevue, WA 98004-5571
www.parametrix.com

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City of Sammamish
Public Works Department
801 228th Avenue SE
Sammamish, WA 98075

Prepared by

Parametrix
411 108th Avenue NE, Suite 1800
Bellevue, WA 98004-5571
T. 425.458.6200 F. 425.458.6363
www.parametrix.com

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ACRONYMS

City	City of Sammamish
Ecology	Washington State Department of Ecology
GIS	Geographic Information Systems
IDDE	illicit discharge detection and elimination
KCC	King County Code
KCSWDM	King County Surface Water Design Manual
KCSWPPM	King County Stormwater Pollution Prevention Manual
LID	Low Impact Development
NPDES	National Pollutant Discharge Elimination System
O&M	operation and maintenance
Permit	NPDES Phase II Municipal Stormwater Permit
SMC	Sammamish Municipal Code
SWMCP	Stormwater Management Comprehensive Plan
SWMP	Stormwater Management Program
SWPPP	stormwater pollution prevention plan

INTRODUCTION

BACKGROUND

This document outlines activities planned for 2009 by the City of Sammamish (City) for its Stormwater Management Program (SWMP). The City's SWMP is implemented to comply with the Western Washington National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit (Permit). The Washington State Department of Ecology (Ecology) issued the Permit in January 2007 as part of its implementation of the federal Clean Water Act. The Permit covers a 5-year period from February 16, 2007, to February 15, 2012. Ecology will likely issue another permit after this one expires. Requirement deadlines are spread throughout the Permit period.

The Permit outlines requirements to protect the water quality in natural receiving waters (streams, lakes, wetlands, etc.) from municipal separate storm sewer discharges. The NPDES Municipal Stormwater Permit program is separated into two different phases. Phase I applies to "large" and "medium" cities and counties, meaning those with a population greater than 250,000, and those with a population between 100,000 and 250,000, respectively. Phase II applies to all other cities, towns, or counties owning or operating a municipal separate storm sewer system. The City is a Phase II permittee.

PURPOSE

Each year, the Permit requires the City to submit an Annual Report form that summarizes the City's stormwater activities for the previous calendar year. The annual SWMP document, required as an attachment to the Annual Report, provides a summary of the City's existing stormwater program elements, program updates currently underway, and plans for future years. This document provides the required summary for 2009. Both the Annual Report form and the SWMP document can be obtained separately by contacting the City or accessed on the City's website.

This SWMP document is intended to be used in three different ways. First, it will assist Ecology municipal stormwater staff in gaining a better understanding of the City's planned activities for 2009 and will facilitate permit compliance support. Secondly, it is intended to inform the public of the City's stormwater management plans and activities, and to solicit input in the form of questions or suggestions. Finally, since this document brings together many elements of the City's stormwater activities, it will be used by City staff to clarify the current status of their SWMP and help focus their daily activities towards Permit compliance.

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

DOCUMENT ORGANIZATION

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

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

Each section of this document provides a brief overview of permit requirements, summarizes programs and activities currently underway that meet or contribute to meeting the Permit requirements, and identifies activities planned for 2009 and throughout the life of the Permit.

1. PUBLIC EDUCATION AND OUTREACH

1.1 OVERVIEW

The goal of public education and outreach is to empower citizens, businesses, and public employees to change their habits in ways that prevent pollution and protect natural waters that receive stormwater runoff flows. The milestone deadlines in the Permit for the education program are:

- January 1, 2009: Begin tracking the cost or estimated cost of developing and implementing the public education and outreach program.
- February 15, 2009: Begin implementing the education program and measuring how public habits are changing to improve stormwater quality.

The City is conducting an on-going update to the public education program. This update is a joint effort between the Community Development Department, which oversees planning and building code enforcement, and the City Manager's Office, which provides the City's public communications function. As part of this, the City is participating in STORM, a regional organization of Phase I and Phase II municipalities working together to develop stormwater public education campaigns.

1.2 COST TRACKING

Existing program elements:

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

Update efforts and future plans:

- Systems are currently being put in place by the City to track actual costs of developing and implementing the public education and outreach program. This is a high-priority activity for 2009.

1.3 TARGET AUDIENCES AND SUBJECT AREAS

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

1.3.1 General Public

Education designed for the general public is intended to provide information on the impacts of flows from the storm sewer system into surface water and groundwater, and environmental stewardship and pollution prevention practices that can be adopted to lessen these impacts. Such practices may include using community car washes, improved pet waste practices, landscaping, and the use of water body buffers.

Existing program elements:

- News on Website: The City website includes a main page highlighting City news, including articles on stormwater-related issues, events, and projects. The website also contains pages highlighting the City events calendar, City project summaries, and City maps, all of which include stormwater-related topics/data.

- Volunteer Events: The City sponsors regular volunteer events with activities including native plantings, the annual Earth Day Pine Lake Park cleanup, etc. Events are publicized in the City newsletter and on the City website.
- Storm Drain Stenciling: The City coordinates storm drain stenciling through volunteer programs.

Update efforts and future plans:

- Surface Water Webpage: The City plans to update its website with a centralized page for all surface water-related topics. The page will include links to most existing City webpages that pertain to surface water, including events, project, news, and City contacts. In addition, the page will direct users to external resources including county, state, and federal stormwater information. The page will include a site counter to track exposure.
- STORM Participation: Through its participation in STORM, the City is helping to develop water quality outreach campaigns for the general public.

1.3.2 General Public and Businesses

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

Existing program elements:

- King County Hazardous Wastemobile: As part of an annual program, the City notifies homeowners and property managers of the King County Hazardous Wastemobile's visits to Sammamish.

Update efforts and future plans:

- STORM Participation: Through its participation in STORM, the City is helping to develop water quality outreach campaigns for businesses.
- King County Partnership: The City is partnering with King County to implement education for businesses regarding safe handling of potential pollution-generating materials.

1.3.3 Homeowners, Landscapers, and Property Managers

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

Existing program elements:

- Newsletter Articles: The City distributes a monthly newsletter to all postal customers which periodically includes stormwater-related articles.
- LID Articles: Developers utilizing LID techniques beyond a certain threshold may request that the City generate a "Featured LID Development" article in the City newsletter covering the development.

- Rain Barrel Sale: The City of Sammamish offers a yearly rain barrel sale to make barrels available to City residents at a reduced cost.
- Beaver Lake Newsletter: Every 4 to 6 months, members of the Beaver Lake Management District Advisory Board work with King County and City of Sammamish staff to publish the *Beaver Lake Monitor* newsletter, which is mailed to all members of the district. These newsletters are primarily updates on the current status of the Beaver Lake Management District's work, but also include useful information about how residents can take simple steps to help protect Beaver Lake.
- Inspections: The City provides inspections of private drainage systems and technical assistance at the time of permit issuance, and also through annual inspections under a contract with King County.
- King County Hazardous Wastemobile: As part of an annual program, the City notifies homeowners and property managers of the King County Hazardous Wastemobile's visits to Sammamish.

Update efforts and future plans:

- STORM Participation: Through its participation in STORM, the City is helping to develop water quality outreach campaigns for homeowners, landscapers, and property managers.
- Aquatic Resource Prioritization: The City will target additional education to homeowners and property managers that have natural waters on their property.

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

Education designed for engineers, contractors, developers, review staff and land use planners is intended to provide information on technical standards for stormwater site and erosion control plans; LID techniques, including site design, pervious paving, and retention of forests and mature trees; and stormwater treatment and flow control techniques.

Existing program elements:

- Pre-Application Conferences: The City meets with permit applicants to review application requirements and to provide comments on development proposals prior to submittal. A pre-application conference is required for some Type 1 (Boundary Line Adjustment) applicants, and for all Type 2 (Short Plat, Variance, Conditional or Temporary Use Permits, SEPA and Reasonable Use Exception), Type 3 (Subdivision, Plat Alteration and Zone Reclassification), and Type 4 (Shoreline Substantial Development Permit, Shoreline Conditional Use and/or Variance Permits) applicants.
- Surface Water Guidance Manual: The City has adopted the 1998 King County Surface Water Design Manual (KCSWDM) for use by engineers, contractors, developers, review staff and land use planners during site design and review. Permit applications for short plats, subdivisions, and commercial development require submittal of a stormwater Technical Information Report, as defined in the KCSWDM.
- LID Ordinance: The City adopted an LID Ordinance designed to encourage development proposals to incorporate LID planning and design approaches into project development by providing incentives tied to LID use.

- LID Articles: Developers applying for permits utilizing LID techniques beyond a certain threshold may request that the City generate a “Featured LID Development” article in the City newsletter covering the development.

Update efforts and future plans:

- Supplement to the KCSWDM: The City is working to develop a guidance document to supplement the KCSWDM to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the KCSWDM. As part of this effort, the City is evaluating adoption of the 2009 KCSWDM. The supplemental guidance is expected to be developed by August 2009.
- Code Review: The City will be reviewing the Sammamish Municipal Code (SMC) to ensure that the supplement to the KCSWDM is enforceable by the City’s authority.
- LID Guidance: The City is considering development of a guidance document to facilitate use of the approaches outlined in the LID Ordinance.

1.4 MEASURING EDUCATION SUCCESS

Existing program elements:

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

Update efforts and future plans:

- To track changes in public behaviors that prevent pollution and protect natural waters, the City plans generate survey questions for residents regarding key elements of environmental stewardship activities and knowledge regarding water quality issues. The City will pose these questions to the public as part of an existing survey system. Since the City does not have historical data to compare the survey results against, it plans to compare the results of this survey against the results of the 2007 public survey conducted by the King County Department of Natural Resources and Parks under its KingStat Program.
- To track exposure to relevant information, the City plans to update its website with a centralized page for all surface water-related topics that will include a site counter.

1.5 RECORDS OF PUBLIC EDUCATION

Existing program elements:

- At present, the city maintains informal records of public education activities.

Update efforts and future plans:

- The City is working to establish a system to organize and maintain records of public education and outreach activities in a manner that can be easily accessed and referenced.

2. PUBLIC INVOLVEMENT AND PARTICIPATION

2.1 OVERVIEW

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

- February 15, 2008: Implement the overall public involvement program, post the annual SWMP documents and Annual Reports on the City's website, and create opportunities for public input (through advisory councils, City committees, environmental activities, etc).
- January 1, 2009: Begin tracking the cost or estimated cost of developing and implementing the public involvement and participation program.

2.2 OPPORTUNITIES FOR PUBLIC PARTICIPATION

Existing program elements:

- The annual SWMP is presented to the City Council in a publically advertized meeting.
- The City holds public meetings for projects that are part of the overall SWMP, such as the Town Center Stormwater Master Plan, the Beaver Lake Park Master Plan, Pine Lake water quality management, the Thompson and Inglewood Subbasin Planning, and the surface water design manual updates.
- Beaver Lake Management District is one of several advisory boards established by the City Council to advise council members on various matters. The goal of the Beaver Lake Management District is to track environmental conditions at Beaver Lake and to promote actions and behaviors among area residents that will minimize negative impacts to the lake and its surrounding ecosystems.

Update efforts and future plans:

- The City is working to develop a program to organize and respond to any comments received regarding the SWMP.
- The City is considering development of a Pine Lake Management District.

2.3 ACCESS TO SWMP DOCUMENTS AND ANNUAL REPORTS

Existing program elements:

- The City makes hard copies of the SWMP document and Annual Report available; these can be obtained by contacting City Hall.
- The most recent SWMP document is currently posted on the Public Works Department webpage at <http://www.ci.sammamish.wa.us/PublicWorks.aspx>. This page includes names and contact information for City Staff, including the Public Works Director and the Senior Stormwater Program Engineer.

Update efforts and future plans:

- The City plans to update its website with a centralized page for all surface water-related topics. This page will include the latest SWMP document, the Annual Report, and instructions for submitting comments or requesting additional information.

2.4 COST TRACKING

Existing program elements:

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

Update efforts and future plans:

- Systems are currently being put in place by the City to track actual costs of developing and implementing the public involvement and participation program. This is a high-priority activity for 2009.

3. ILLICIT DISCHARGE DETECTION AND ELIMINATION

3.1 OVERVIEW

An illicit discharge is defined as a storm drain that has measurable flow during dry weather (to distinguish the flow from stormwater) that contains pollutants and/or pathogens. The goal of illicit discharge detection and elimination (IDDE) is to establish an ongoing program to detect and remove illicit discharges and improper disposal to the City's storm sewer system. The milestone deadlines in the Permit for the IDDE program are:

- January 1, 2009: Begin tracking the cost or estimated cost of developing and implementing the IDDE program.
- February 15, 2009: Establish a public hotline to report spills and illicit discharges.
- August 15, 2009: Adopt regulations to prohibit illicit discharges, develop an enforcement strategy, and train all City staff responsible for IDDE.
- February 15, 2010: Establish a long-term training program, and prioritize City receiving waters that are likely to have illicit discharges.
- February 15, 2011: Complete a map of all of the major portions of the storm sewer system, and conduct field assessments of three of the high-priority water bodies identified in February 2010.
- August 19, 2011: Fully implement the on-going IDDE program, and distribute information to the public explaining the hazards of illegal discharges to stormwater and improper disposal of waste.
- February 15, 2012: Conduct yearly field assessments of at least one high-priority water body.

3.2 COST TRACKING

Existing program elements:

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

Update efforts and future plans:

- Systems are currently being put in place by the City to track actual costs of developing and implementing the IDDE program. This is a high-priority activity for 2009.

3.3 PUBLIC HOTLINE

Existing program elements:

- The City maintains public hotlines to report spills and illicit discharges through two existing phone numbers. To report spills Monday through Friday, 8:30 a.m. to 5:00 p.m., the public should contact City Hall at (425) 295-0500. To report spills after-hours, holidays and weekends, the public should call the public works emergency dispatch number at (206) 296-8100

Update efforts and future plans:

- The City is working to increase public awareness of the IDDE hotlines through advertisements, including articles in the City newsletter and on the City website. This is a high-priority activity for 2009.

3.4 IDDE REGULATIONS AND ENFORCEMENT

Existing program elements:

- The SMC § 15.05.010, through its adoption of King County Code (KCC) § 9.12.025.2, prohibits illicit discharges to stormwater. In addition, SMC § 15.05.020, through its adoption of KCC Title 23, outlines escalating enforcement for violators of City Code.

Update efforts and future plans:

- The City is currently working to develop an enforcement strategy for Code violations. This is a priority activity for 2009.

3.5 STAFF TRAINING

Existing program elements:

- Most field staff have been given initial training on IDDE.

Update efforts and future plans:

- The City is working to develop an on-going training program for all field staff responsible for conducting illicit discharge detection and elimination. Both in-house and outside training resources are being investigated. The on-going training program will also include a system to document and maintain records of all training that has taken place. This is a priority activity for 2009.

3.6 PRIORITIZATION AND ASSESSMENT OF WATER BODIES

Existing program elements:

- The City identified and partially mapped most of the natural receiving waters in its vicinity as part of the development of the City's Stormwater Management Comprehensive Plan (SWMCP) in 2001. The SWMCP documents 2001 conditions of these receiving waters.
- The City is currently working on assessments of both the Thompson and Inglewood subbasins, which are both high-priority watersheds. These assessments are expected to be complete in 2009.

Update efforts and future plans:

- The City will use the information from the SWMCP and the Thompson and Inglewood subbasin assessments to prioritize receiving waters that are likely to have illicit discharges. Evaluation will be made based on characteristics such as recreational importance, fish-bearing water bodies, complaint records, land use, storage areas, potential spill sites, etc. This is a priority activity for 2009.
- Conduct visual inspections of high-priority outfalls during dry weather.

3.7 STORM SEWER SYSTEM MAPPING

Existing program elements:

- A portion of the City's existing storm sewer system was mapped as part of 2001 SWMCP development.
- Data pertaining to new construction of storm sewers in the City is recorded by the City's Geographic Information Systems (GIS) staff and added to the City's permanent database.

Update efforts and future plans:

- The City is working to develop a plan to complete the mapping of the remaining components of the storm sewer system. The mapping effort will include storm sewer outfalls, receiving waters, and stormwater management facilities owned, operated, and/or maintained by the City.

3.8 PUBLIC IDDE INFORMATION

Existing program elements:

- The City has not yet distributed specific information to the general public explaining the hazards of illegal discharges to stormwater and improper disposal of waste.

Update efforts and future plans:

- Through its participation in STORM, the City will work to develop IDDE outreach campaigns for the general public.
- Research public education resources regarding illicit discharges.
- Generate public information such as brochures, factsheets, and webpages explaining the hazards of illegal discharges to stormwater and improper disposal of waste, both general hazards and hazards specific to Sammamish.
- Distribute information to the public.

3.9 FULL IMPLEMENTATION OF THE ON-GOING IDDE PROGRAM

Existing program elements:

- While the City has not yet established a long-term IDDE program, as described above, the City does currently have several elements of an IDDE program in place.

Update efforts and future plans:

- The City is working to establish an on-going IDDE program. The program will include procedures for locating priority areas likely to have illicit discharges, conducting field assessments of priority outfalls, characterizing the threat posed by identified illicit discharges, tracing the source of an illicit discharge, and removing the source of the discharge. The program will also include procedures for documenting and tracking all IDDE activities, including hotline reports, spill incidents, inspections, enforcement actions, and staff training.

4. CONSTRUCTION AND DEVELOPMENT RUNOFF CONTROL

4.1 OVERVIEW

The goal of controlling runoff from new development, redevelopment, and construction sites is to reduce pollution from all sites that disturb a land area of 1 acre or more, including private development, public development, and roads. The milestone deadlines in the Permit for the construction and development runoff control program are:

- February 15, 2007: Provide copies of State construction and industrial stormwater permit applications to representatives of proposed new development and redevelopment.
- January 1, 2009: Begin tracking the cost or estimated cost of developing and implementing the construction and development runoff control program.
- August 15, 2009: Adopt regulations for runoff control, site plan review, inspection, enforcement, and LID; establish a permitting process that includes site plan review, inspection, and enforcement; adopt and implement operation and maintenance (O&M) regulations for post-construction stormwater management facilities; and train all City staff responsible for implementing the program.

4.2 STATE PERMIT APPLICATIONS

Existing program elements:

- The City currently makes copies of State construction and industrial stormwater permits applications available to applicants of development permits.

Update efforts and future plans:

- The City plans to update its website with a centralized page for all surface water-related topics. This page will also include links to the State construction and industrial stormwater permit applications.

4.3 RECORD KEEPING

Existing program elements:

- The City currently maintains hardcopy records of all inspections.

Update efforts and future plans:

- The City plans to maintain its current record keeping system and will continue to monitor its usefulness over time.

4.4 COST TRACKING

Existing program elements:

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

Update efforts and future plans:

- Systems are currently being put in place by the City to track actual costs of developing and implementing the construction and development runoff control program. This is a high-priority activity for 2009.

4.5 RUNOFF CONTROL REGULATIONS

Existing program elements:

- SMC § 15.05.010, through its adoption of KCC § 9.04.050, requires projects needing drainage review to meet the core requirements contained in the 1998 KCSWDM.
- SMC § 15.05.010, through its adoption of KCC §9.12.035, also directs ongoing water quality compliance through the use of the best management practices contained in the 1998 King County Stormwater Pollution Prevention Manual (KCSWPPM).
- SMC §15.05.020, through its adoption of KCC §23.02.110, authorizes right of entry by City personnel for inspections.
- The City's LID Ordinance, O2008-236, was adopted by the City Council in 2008. The LID Ordinance encourages development proposals to incorporate LID planning and design approaches into project development by providing incentives tied to LID use. Prior to the adoption of O2008-236, the City conducted a review of all other Public Works ordinances for requirements that might potentially impede the use of LID and made an effort to override these requirements within the LID Ordinance.

Update efforts and future plans:

- The City is working to develop a guidance document to supplement the KCSWDM to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the 1998 KCSWDM. As part of this effort, the City is evaluating adoption of the 2009 KCSWDM. This effort, which is expected to be complete by August 2009, is a priority for 2009.
- The City will be reviewing the SMC to ensure that the supplement to the KCSWDM is enforceable by the City's authority.
- The City has contracted for modeling of Thompson and Inglewood basin to evaluate whether flow control standards need to be modified. The modeling effort will also evaluate LID opportunities. This is a priority effort for 2009.

4.6 PERMITTING PROCESS

Existing program elements:

- The City's current permitting process requires applications for short plats, subdivisions, single family residences, and commercial development to submit a stormwater plan consistent with the KCSWDM. Often, single family residences fall below the one-acre threshold contained in the Permit. However, the City currently permits these projects and will continue to do so in the future.
- The City meets with permit applicants to review application requirements and to provide comments on development proposals prior to submittal. A pre-application conference is required for some Type 1 (Boundary Line Adjustment) applicants, and for all Type 2 (Short Plat, Variance, Conditional or Temporary Use Permits, SEPA and Reasonable Use Exception), Type 3 (Subdivision, Plat Alteration and Zone

Reclassification), and Type 4 (Shoreline Substantial Development Permit, Shoreline Conditional Use and/or Variance Permits) applicants.

- The City holds pre-construction meetings with permittees for any project containing public elements (publically owned sidewalks, roads, stormwater facilities, etc.) to discuss construction stormwater requirements.
- In general, the City conducts multiple inspections for permitted projects prior to clearing and construction, during construction to verify proper installation and maintenance of required erosion and sediment controls, and upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls.

Update efforts and future plans:

- The City is currently working to develop an enforcement strategy, which will include a standard procedure for compliance assistance and follow-up enforcement for permit violations. This is a priority activity for 2009.

4.7 POST-CONSTRUCTION O&M REGULATIONS

Existing program elements:

- SMC § 15.05.010, through its adoption of KCC § 9.04.050.A.6, requires maintenance of all drainage facilities in compliance with City maintenance standards to be the responsibility of the applicant or property owner, except where the City assumes responsibility. Maintenance measures must follow guidelines from the 1998 KCSWDM.

Update efforts and future plans:

- The City is working to develop a guidance document to supplement the KCSWDM to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the 1998 KCSWDM. As part of this effort, the City is evaluating adoption of the 2009 KCSWDM. This effort, which is expected to be complete by August 2009, is a priority for 2009.
- The City will be reviewing the SMC to ensure that the supplement to the KCSWDM is enforceable by the City's authority.

4.8 STAFF TRAINING

Existing program elements:

- City staff have attended trainings on erosion control, LID techniques, and stormwater design and maintenance standards and practices.

Update efforts and future plans:

- The City is working to develop an on-going training program for all field staff responsible for inspecting stormwater management facilities. The program will include training regarding new development, redevelopment, and construction sites, as well as on-going inspection of established stormwater facilities. Both in-house and outside training resources are being investigated. The on-going training program will also include a system to document and maintain records of all training that has taken place. This is a priority activity for 2009.

5. MUNICIPAL OPERATION AND MAINTENANCE

5.1 OVERVIEW

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

- January 1, 2009: Begin tracking the cost or estimated cost of developing and implementing the municipal O&M program.
- February 15, 2010: Adopt maintenance standards; begin annual inspections of City stormwater management facilities and follow-up maintenance; begin spot-checking City stormwater facilities following large storms; establish an on-going inspection program to continue regular inspections; establish programs to reduce pollutants from roads and open spaces; train all City staff responsible for construction, operation, or maintenance; and adopt and implement a Stormwater Pollution Prevention Plan (SWPPP) for City maintenance and/or storage yards.
- February 15, 2012: Complete inspection of all City catchbasins and inlets.

5.2 COST TRACKING

Existing program elements:

- The City currently estimates the cost of developing and implementing the municipal O&M program through approximations of staff time and capital expenditures.
- The City has a separate budget program to track the expenditures associated with SWMP activities.

Update efforts and future plans:

- Systems are currently being put in place by the City to track actual costs of developing and implementing the municipal O&M program. This is a high-priority activity for 2009.

5.3 MAINTENANCE STANDARDS

Existing program elements:

- SMC § 15.05.010, through its adoption of KCC § 9.04.050.A.6, requires maintenance of all drainage facilities in compliance with City maintenance standards to be the responsibility of the applicant or property owner, except where City assumes responsibility. Maintenance measures must follow guidelines from the 1998 KCSWDM.

Update efforts and future plans:

- The City is working to develop a guidance document to supplement the KCSWDM to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the 1998 KCSWDM. As part of this effort, the City is evaluating adoption of the 2009 KCSWDM. This effort, which is expected to be complete by August 2009, is a priority for 2009.
- The City will be reviewing the SMC to ensure that the supplement to the KCSWDM is enforceable by the City's authority.

5.4 FACILITY INSPECTIONS

Existing program elements:

- The City's water quality treatment and flow control facilities are inspected annually and are cleaned and repaired as necessary through a service contract with King County.

Update efforts and future plans:

- The City is evaluating the current contract with King County to determine if it is adequate to cover spot-checks of facilities after large storms. If the current practices are determined to be insufficient, the City will establish procedures for storm event spot-checks. This is a priority for 2009.

5.5 INLET INSPECTIONS

Existing program elements:

- The City's storm sewer inlets are each inspected on a 4-year cycle and are cleaned and repaired as necessary.

Update efforts and future plans:

- The City is evaluating its current contracts to determine if they are adequate to complete inspections of all storm sewer inlets by the Permit deadline. If the current contracts are determined to be insufficient, the City will establish inspection procedures to ensure the timely completion of inspections in accordance with the Permit requirements. The evaluation of the current contracts is a priority for 2009.

5.6 ON-GOING INSPECTION PROGRAM

Existing program elements:

- The City's storm drainage system is regularly inspected and cleaned and repaired as necessary through a service contract with King County.

Update efforts and future plans:

- The City is evaluating the current contract with King County to determine if it is adequate to serve as an on-going inspection program. If the current contract is determined to be insufficient, the City will establish an inspection program designed to inspect all sites and document achievement of 95 percent of all planned inspections. This is a priority activity for 2009.
- The City is working to update its existing system to maintain an electronic database of all inspection reports. This is a priority activity for 2009.
- The City is working to obtain King County's inventory of City drainage facilities, descriptions, and maintenance records. The City will review these records and incorporate applicable data into the City's record system.

5.7 ON-GOING O&M PROGRAM

Existing program elements:

- The City receives O&M recommendations from King County through its inspection contract. The City then reviews these recommendations and either assigns City staff to address the maintenance or authorizes King County staff to complete the work.

Update efforts and future plans:

- The City is working to establish an on-going O&M program to reduce pollutants in discharges from all lands owned or maintained by the City, such as parks, open spaces, road right-of-ways, maintenance yards, and stormwater treatment and flow control facilities. The program will include components to address issues such as integrated pest management, sediment and erosion control, landscape maintenance and vegetation disposal, trash management, and building exterior cleaning and maintenance. This is a priority activity for 2009.

5.8 STAFF TRAINING

Existing program elements:

- City O&M staff have attended trainings associated with stormwater pollution reduction and management.

Update efforts and future plans:

- The City is working to develop an on-going training program for all field staff responsible for inspecting and maintaining municipal operations. Both in-house and outside training resources are being investigated. The on-going training program will also include a system to document and maintain records of all training that has taken place. This is a priority activity for 2009.

5.9 STORMWATER POLLUTION PREVENTION PLAN

Existing program elements:

- The City does not currently have a stormwater pollution prevention plan (SWPPP) for any municipal facilities.

Update efforts and future plans:

- The City is working to identify all heavy equipment maintenance yards, storage yards, and material storage facilities, and is evaluating existing coverage under other permits. The City will develop SWPPPs for any applicable facilities. This is a priority effort for 2009.
- The City will implement non-structural stormwater management practices immediately after the SWPPP(s) is(are) developed. Each SWPPP will include a schedule for implementation of structural stormwater management practices and inspection procedures to evaluate on-site stormwater management effectiveness.

6. SUMMARY OF 2009 PRIORITIZED ACTIVITIES

6.1 ALL COMPONENTS

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

6.2 ILLICIT DISCHARGE AND ELIMINATION

- Increase public awareness of the IDDE hotlines through advertisements, including articles in the City newsletter and on the City website.
- Develop an enforcement strategy for IDDE Code violations.
- Develop an on-going training program for all staff responsible for conducting IDDE.
- Prioritize receiving waters that are likely to have illicit discharges.

6.3 CONSTRUCTION AND DEVELOPMENT RUNOFF CONTROL

- Update existing system to maintain an electronic database of inspection reports, maintenance activities, warning letters, notice of violations, and enforcement actions.
- Update the SMC to include thresholds, definitions, and minimum requirements specific to development in Sammamish that are not covered by the 1998 KCSWDM.
- Evaluate whether flow control standards need to be modified based on modeling of Thompson and Inglewood basins.
- Develop an enforcement strategy for permit violations.
- Evaluate whether supplemental maintenance guidelines for privately managed stormwater facilities will need to be developed based on evaluation of the 1998 KCSWDM.
- Develop an on-going training program for all field staff responsible for inspecting stormwater management at new development, redevelopment, and construction sites.

6.4 MUNICIPAL OPERATION AND MAINTENANCE

- Evaluate whether supplemental maintenance guidelines for publically managed stormwater facilities will need to be developed based on evaluation of the 1998 KCSWDM.
- Evaluate the current maintenance-related contracts to determine if they are adequate to cover spot-checks of facilities after large storms. If the current practices are determined to be insufficient, the City will establish procedures for storm event spot-checks.
- Evaluate the current maintenance-related contracts to determine if they are adequate to serve as an on-going inspection program. If the current contracts are determined to be insufficient, the City will establish an inspection program designed to inspect all sites and document achievement of 95 percent of all planned inspections.
- Update existing system to maintain an electronic database of all inspection reports.

- Initiate development of an on-going O&M program to reduce pollutants in discharges from all lands owned or maintained by the City.
- Evaluate current contracts to determine if they are adequate to complete inspections of all storm sewer inlets by the Permit deadline. If the current contracts are determined to be insufficient, establish inspection procedures to ensure the timely completion of inspections in accordance with the Permit requirements.
- Develop an on-going training program for all staff responsible for inspecting and maintaining municipal operations.
- Identify all heavy equipment maintenance yards, storage yards, and material storage facilities, and develop SWPPPs for any applicable facilities.

7. WHERE TO FIND ADDITIONAL INFORMATION

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

7.1 BY PHONE

Call Sammamish City Hall:

(425) 295-0500
Monday through Friday
8:30 a.m. to 5:00 p.m.

7.2 IN WRITING

Write to the City at the following address:

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

7.3 ON-LINE

Visit the Sammamish Public Works Department webpage at:

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