



APPENDIX I

2025 Annual Report matrix

Annual Reporting

The Western Washington Phase II permit requires permittees to track the actions needed to comply and report on key metrics.

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MS4 Annual Report Phase II Western

Number	Permit Section	Question
1	S9.D.6	Attach a map 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 per S9.D.6. Not Applicable
2	S5.A.2; S9.D.1	Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2; S9.D.1)
3	S5.A	Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP. Yes
4	S5.A.5.b	Continued to coordinate among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.5.b) Yes
4a	S5.A.5.b	Attach a written description of internal coordination mechanisms. (S5.A.5.b) no later than March 31, 2026. Admin Order 900-08_4a_03062026132741
5	S9.D.4	If applicable, identify other entities relied on to satisfy any of the obligations under the Permit. (S9.D.4) Not Applicable
6	S5.C.1.a	Continue to convene an interdisciplinary team to inform and assist in the development, progress, and influence of the stormwater planning program? (S5.C.1.a.) Yes
12	S5.C.1.c.i	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? See S5.C.1.c.i. (Required annually) Yes
13	S5.C.1.c.i(a)	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? (Required annually) No
19	S5.C.2	Did you choose to adopt one or more elements of a regional program? (S5.C.2) Yes
19a	S5.C.2	If yes, list the elements, and the regional program. Adopt a Drain, outreach to residents on the importance of keeping MS4 systems clean and functional. Puget Sound Starts Here, Don't wait to inflate

Number	Permit Section	Question
		campaign, outreach to residents on the importance of keeping tires fully inflated to reduce tire wear particles from MS4 systems.
20	S5.C.2	Attach a description of general awareness efforts conducted, including your target audiences and subject areas, per S5.C.2.a.i. General Awareness Campaign 202_20_03062026145204
21	S5.C.2.a.ii(b)	Developed a behavior change campaign that is tailored to the community in accordance with S5.C.2.a.ii(b)? (Required no later than July 1, 2025) Yes
21a	S5.C.2.a.ii(b)	Attach the strategy and schedule developed in accordance with S5.C.2.a.ii.(b). 2025 Behavior Change_21a_03062026145205
22	S5.C.2.a.ii(c)	Began implementing strategy outlined in S.5.C.2.a.ii(b). (S5.C.2.a.ii(c)) – Required by September 1, 2025) Yes
24	S5.C.2.a.iii	Provided, partnered, or promoted stewardship opportunities to encourage resident participation in activities such as those described in S5.C.2.a.iii. Yes
24a	S5.C.2.a.iii	Attach a list of stewardship opportunities provided. GTP Stewardship Annual Report _24a_03062026145205
25	S5.C.3.a	Describe in Comments field the opportunities created for the public to participate in the decision-making processes involving the development, implementation, and updates of the Permittee’s SWMP and the SMAP. City publishes open comment periods for SWMP annually through the website, hazelnut publication and tables the SWMP and SMAP at Comprehensive Plan outreach events at local schools and events like the State of the City and neighborhood meetings.
25a	S5.C.3.a.i	Describe specific public involvement and participation opportunities provided to overburdened communities and specifically, highly impacted communities. (S5.C.3.a.i) Neighborhood coordination meetings are being held to encourage residents to participate in the community leadership including stormwater planning relating to NPDES, Flooding, Emergency Management and Preparedness and other topics as the community directs.
26	S5.C.3.	Posted the updated SWMP Plan and latest annual report on your website no later than May 31. (S5.C.3.b) Yes
26a	S5.C.3.	List the website address in Comments field. https://www.tukwilawa.gov/departments/public-works/npdes/
27	S5.C.4.	Maintained an electronic map of the MS4 including the requirements listed in S5.C.4.? Yes

Number	Permit Section	Question
28	S5.C.4.b.i	<p>Attach file that lists all known outfall locations, sizes, and materials no later than March 31, 2026. The data shall be in one of the following formats, per S5.B.3.a.viii: • ESRI file geodatabase template (feature class in a .gdb): https://fortress.wa.gov/ecy/ezshare/wq/permits/MS4GP.Mapoutfall.prelim.gdb.zip • Shapefile template: https://fortress.wa.gov/ecy/ezshare/wq/permits/MS4GP.Mapoutfall.prelim.shape.zip • ArcGIS Online template (sharing template a or b via ArcGIS Online). • Excel template: https://fortress.wa.gov/ecy/ezshare/wq/permits/MS4GP.Mapoutfall.prelim.excel.xlsx</p>
32	S5.C.5.b	<p>Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. (S5.C.5.b)</p> <p>Yes</p>
32a	S5.C.5.b	<p>Describe actions in Comments field. (S5.C.5.b)</p> <p>Published dangers in community newsletter Hazelnut, utility billing notices and during technical assistance when spills and illicit discharges are being addressed and during training efforts with new employees, volunteers and contractors. Many more actions are undertaken in this Education and Outreach effort in the solid waste program and composting advertising efforts, explaining that their real participation eliminates waste from surface waters, in part.</p>
33	S5.C.5.c	<p>Implemented an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges as described in S5.C.5.c.</p> <p>Yes</p>
35	S5.C.5.d.i	<p>Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.5.d.i.</p> <p>Yes</p>
35a	S5.C.5.d.i	<p>Cite field screening methodology in Comments field.</p> <p>Staff engaged with stormwater systems are trained to assess each structure encountered in their regular work and report the IDDE when found. Normal Catch Basin inspections are conducted in 2 maintenance zones, which encompasses 40% of the city. Additional screening occurs during outfall monitoring and other activities during dry and wet weather.</p>
36	S5.C.5.d.i(a)	<p>Percentage of MS4 coverage area screened in the reporting year per S5.C.5.d.i. (Required to screen 12% on average each year.)</p> <p>14</p>
36a	S5.C.5.d.i(a)	<p>Cite field screening techniques used to determine percent of MS4 screened.</p> <p>Staff use visual, olfactory, and sampling methods described in the current State IDDE/IC manual, and GIS mapping with a CMMS (Lucity) to track screening, cleaning and maintenance of the MS4.</p>
37	S5.C.5.d.ii	<p>Describe how you publicized a hotline telephone number for public reporting of spills and other illicit discharges in the Comments field. (S5.C.5.d.ii)</p> <p>Website, in community newsletter Hazelnut, in utility billing inserts and printed on hand outs and swag at community events.</p>
38	S5.C.5.d.iii	<p>Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.5.d.iii.</p> <p>Yes</p>

Number	Permit Section	Question
39	S5.C.5.e	Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.5.e. Yes
40	S5.C.5.f	Implemented an ongoing illicit discharge training program for all staff responsible for implementing the procedures and program described in S5.C.5.f. Yes
41	S5.C.5.g	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 described in Appendix 13. Imported from WQWebIDDE
42	S5.C.6.b.i-iii	Continued to implement an ordinance or other enforceable mechanism to effectively address runoff from new development, redevelopment, and construction sites per the requirements of S5.C.6.b.i-iii. Yes
44		Does the ordinance or other enforceable mechanism follow a Phase I program approved by Ecology (S5.C.6.b.i)? Yes
44a		If yes, state the title of the Stormwater Management Manual and which Phase I Program. King County Surface Water Design manual and all its appendices and companion manuals
45	S5.C.6.b.i. and Section 5 of Appendix 1	Number of adjustments granted to the minimum requirements in Appendix 1. (S5.C.6.b.i. and Section 5 of Appendix 1) 0
46	S5.C.6.b.i., and Section 6 of Appendix 1	Number of exceptions granted to the minimum requirements in Appendix 1. (S5.C.6.b.i., and Section 6 of Appendix 1) 0
47	S5.C.6.c.i	Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds adopted pursuant to S5.C.6.b.i. (S5.C.6.c.i) Yes
47a	S5.C.6.c.i	Number of site plans reviewed during the reporting period. 82
48	S5.C.6.c.ii	Inspected, prior to clearing and construction, permitted development sites per S5.C.6.c.ii? Yes
49	S5.C.6.c.iii	Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls per S5.C.6.c.iii. Yes

Number	Permit Section	Question
49a	S5.C.6.c.iii	Number of construction sites inspected per S5.C.6.c.iii. 279
49b	S5.C.6.c.iv	Inspected stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments at least twice per 12-month period with no less than 4 months between inspections, per S5.C.6.c.iv? Yes
50	S5.C.6.	Inspected all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. (S5.C.6.c.v) Yes
51	S5.C.6.	Verified a maintenance plan is completed and responsibility for maintenance is assigned for projects prior to final approval and occupancy being granted. (S5.C.6.c.v) Yes
52	S5.C.6.c.viii	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). (S5.C.6.c.viii) 0
53	S5.C.6.c.vi	Achieved at least 80% of scheduled construction-related inspections. (S5.C.6.c.vi) Yes
54	S5.C.6.d	Made online links to Ecology's Construction Stormwater General Permit Notice of Intent, the Industrial Stormwater General Permit Notice of Intent, and the registration requirements for Underground Injection Control (UIC) available to representatives of proposed new development and redevelopment? (S5.C.6.d) Yes
55	S5.C.6.e	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. (S5.C.6.e) Yes
56	S5.C.7.b	Attach a list of projects that are fully funded, started, completed and/or scheduled for implementation during this permit term for the purpose of meeting S5.C.7.b, with the information and formatting specified in Appendix 12. Attach an updated list annually. (S5.C.7.b,)
57	S5.C.8.b	Updated inventory to identify institutional, commercial and industrial properties which have the potential to generate pollutants to the Permittee's MS4 per S5.C.8.b? (Required at least once every five years) Yes
57a	S5.C.8.b	Number of total sites identified for the inventory. 793
58	S5.C.8.a-d	Attach a summary of actions taken to implement the source control program, per S5.C.8.a-d.

Number	Permit Section	Question
		source control 2026_58_03132026143059
59	S5.C.8.d	Attach a list of inspections, per S5.C.8.c.v, organized by the business category, noting the number of times each business was inspected and if enforcement actions were taken, per S5.C.8.d. BSC Report by NAICS_59_03172026083532
60	S5.C.8.e	Implemented an ongoing source control training program per S5.C.8.e? Yes
61	S5.C.9.a	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 per S5.C.9.a? Yes
63	S5.C.9.a	Applied a maintenance standard for a facility or facilities which do not have maintenance standards specified in the Stormwater Management Manual for Western Washington? (S5.C.9.a) No
64	S5.C.9.a.ii	Verified that maintenance was performed per the schedule in S5.C.9.a.ii when an inspection identified an exceedance of the maintenance standard. Yes
64a	S5.C.9.a.ii	Attach documentation of maintenance time frame exceedances that were beyond the Permittee's control. Not Applicable
65	S.5.C.9.b.i(a)	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 per S.5.C.9.b.i(a)? Yes
66	S5.C.9.b.i(b)	Inspected stormwater treatment and flow control BMPs/facilities regulated by the Permittee per S5.C.9.b.i(b) Yes
66a	S5.C.9.b.i(b)	Are you using a reduced stormwater treatment and flow control BMPs/facilities inspection frequency? Yes
66b	S5.C.9.b.i(b)	If using a reduced inspection frequency on stormwater facilities regulated by the Permittee for the first time during this permit cycle, attach documentation per S5.C.9.b.i.(b). Not Applicable
67	S5.C.9.b.ii	Achieved at least 80% of required inspections to verify adequate long-term O&M. (S5.C.7.b.ii) Yes

Number	Permit Section	Question
68	S5.C.9.c.i	Annually inspected municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. (S5.C.9.c.i) Yes
68a	S5.C.9.c.i	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.9.c.i) 75
68b	S5.C.9.c.i	Number of facilities inspected during the reporting period. 75
68c	S5.C.9.c.i	Number of facilities for which maintenance was performed during the reporting period. 9
69	S5.C.9.c.i	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.9.c.i. Not Applicable
70	S5.C.9.c.ii	Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms as per S5.C.7.c.ii. Yes
71	S5.C.9.c.iii	Inspected municipally owned or operated catch basins and inlets every two years or used an alternative approach? Cleaned as needed? (S5.C.9.c.iii) Yes
71a	S5.C.9.c.iii	Number of known catch basins and inlets? 6384
71b	S5.C.9.c.iii	Number of catch basins and inlets inspected during the reporting period? 894
71c	S5.C.9.c.iii	Number of catch basins and inlets cleaned during the reporting period? 1109
72	S5.C.9.c.iii	Attach documentation of alternative catch basin inspection approach for those owned or operated by the Permittee, if used, per S5.C.9.c.iii. App D Catch Basin Alt Insp_72_03132026135402
73	S5.C.9.d	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. (S5.C.9.d) Yes
79	S5.C.9.f	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. (S5.C.9.f)

Number	Permit Section	Question
		Yes
80	S5.C.9.g	Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality. (S5.C.9.g)
		Yes
81	S7.A	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A)
		Not Applicable
82	S7.A	For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s). (S7.A)
		Not Applicable
83	S8.A.1, S8.A.2.a	Submitted payment for cost-sharing for Stormwater Action Monitoring (SAM) status and trends monitoring no later than December 1, 2024 (S8.A.1); and no later than August 15 of each subsequent year? (S8.A.2.a.)
		Yes
85	S8.B.1, S5.B.2.a or S8.B.2.c	Submitted payment for cost-sharing for SAM effectiveness and source identification studies no later than December 1, 2024 (S8.B.1); and no later than August 15 of each subsequent year (S8.B.2.a or S8.B.2.c)?
		Yes
87	S8.C.1.b and Appendix 9	If conducting stormwater discharge monitoring in accordance with S8.C.1, submitted a QAPP to Ecology no later than February 1, 2025? (S8.C.1.b and Appendix 9)
		Not Applicable
88	S8	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, 2026.)
		Not Applicable
89	G3	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. (G3)
		Yes
90	G3	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A.
		Yes
91	Compliance with standards	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. (S4.F.1)
		Not Applicable
92	Compliance with standards	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.
		Not Applicable

Number	Permit Section	Question
93	Compliance with standards	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. (S4.F.3.d) Not Applicable
94	G20	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20) Not Applicable
95	G20	Number of non-compliance notifications (G20) provided in reporting year. List permit conditions described in non-compliance notification(s) in Comments field. Not Applicable

Attachments:

View Files Attached to Submission

	DocDescr	DocName	DocExt	DocID	SubID	AppName
View	WAR045544_21a_03062026145205	2025 Behavior Change_21a_03062026145205	.pdf	1777427	2026604	wqwebportal
View	WAR045544_4a_02052026150842	900-08 National Pollutant Disc_4a_02052026150842	.pdf	1767361	2026604	wqwebportal
View	WAR045544_4a_03062026132741	Admin Order 900-08_4a_03062026132741	.pdf	1777360	2026604	wqwebportal
View	WAR045544_72_03132026135402	App D Catch Basin Alt Insp_72_03132026135402	.pdf	1781155	2026604	wqwebportal
View	WAR045544_59_03172026083532	BSC Report by NAICS_59_03172026083532	.pdf	1782559	2026604	wqwebportal
View	WAR045544_20_03062026145204	General Awareness Campaign 202_20_03062026145204	.pdf	1777426	2026604	wqwebportal
View	WAR045544_24a_03062026145205	GTP Stewardship Annual Report_24a_03062026145205	.pdf	1777428	2026604	wqwebportal
View	WAR045544_58_03132026143059	source control 2026_58_03132026143059	.docx	1781301	2026604	wqwebportal
View	ImportedIDDEsWAR045544-2025-ImportedIDDEs_03132026135840	WAR045544-2025-ImportedIDDEs_03132026135840	.xml	1781166	2026604	wqwebportal

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