



Water Quality Program

Permit Submittal Electronic Certification

Permittee: KENMORE CITY

Permit Number: WAR045519

Site Address: 6700 NE 181ST ST
KENMORE, WA 98028-0607

Submittal Name: MS4 Annual Report Phase II Western

Version: 1

Due Date: 3/31/2025

Questionnaire

Number	Permit Section	Question	Answer
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)	2024_REPORTING_YE AR_KENMORE_SW_2_ 03182025104151
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
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.	Puget Sound Starts Here (PSSH), Stormwater Outreach For Regional Municipalities (STORM), Eastside Stormwater Outreach Group (SOG), Washington Adopt-A-Drain
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.	Q20_S5.C.2.a.i_DOCUMENTATION_K_20_03142025153929
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.	Q24a_S5.C.2.A.iii_DOCUMENTATION_24a_03142025154004
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.	The annual report and Surface Water Management Program (SWMP) Plan is available online and comments are encouraged and accepted throughout the year. Contact information is provided for providing comment. Various public meetings are held throughout the year pertaining to updates to components of the SWMP, SMAP and other surface water related projects, which are advertised and open to the public.
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)	The City has developed a Diversity, Equity, Inclusion, and Accessibility (DEIA) Plan, and has convened a DEIA Advisory Committee comprised of community members and City staff. Staff will work with the committee and implement plan measures when updating SWMP programs to encourage input from overburdened communities. Additionally, access to language translation services during engagement opportunities is provided to the community.

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.kenmorewa.gov/government/departments/public-works/environmental-services/npdes
27	S5.C.4.	Maintained an electronic map of the MS4 including the requirements listed in S5.C.4.?	Yes
32	S5.C.5.b	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. (S5.C.5.b)	Yes
32a	S5.C.5.b	Describe actions in Comments field. (S5.C.5.b)	The City utilizes print and social media to educate the general public about how to prevent illicit discharges and spills. Public employees are informed with flyers around City Hall. Field employees were given IDDE specific training. Construction sites and developers are given informational material on how to prevent TESC related illicit discharges.
33	S5.C.5.c	Implemented an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges as described in S5.C.5.c.	Yes
35	S5.C.5.d.i	Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.5.d.i.	Yes
35a	S5.C.5.d.i	Cite field screening methodology in Comments field.	City staff conduct annual IDDE field screening activities during catch basin inspections. Inspection staff were trained to conduct visual inspections to identify potential illicit discharges or illicit connections per the city's IDDE Program Manual, the Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments, and the Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual.

36	S5.C.5.d.i(a)	Percentage of MS4 coverage area screened in the reporting year per S5.C.5.d.i. (Required to screen 12% on average each year.)	97
36a	S5.C.5.d.i(a)	Cite field screening techniques used to determine percent of MS4 screened.	The City calculates the percent of MS4 screened by dividing the number of catch basins inspected annually by the total number of catch basins in the City's MS4.
37	S5.C.5.d.ii	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)	The City's hotline number is listed on the Surface Water Home Page on the City's website, advertised in City newsletters, and posted on social media. The hotline is monitored by City staff during business hours and directed to a 24/7 monitoring company during non-business hours.
38	S5.C.5.d.iii	Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.5.d.iii.	Yes
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.	WAR045519-2024-ImportedIDDEs_03182025103027
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.	2021 King County Surface Water Design Manual, King County Program
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)	1
45a	S5.C.6.b.i. and Section 5 of Appendix 1	Number of adjustments granted to the Minimum Requirements #5?	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.	112
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
49a	S5.C.6.c.iii	Number of construction sites inspected per S5.C.6.c.iii.	67
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,)	Q56_S7_DOCUMENTATION_KENMORE_2_56_03142025162949
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.	280
58	S5.C.8.a-d	Attach a summary of actions taken to implement the source control program, per S5.C.8.a-d.	Q58_S5.C.8_DOCUMENTATION_KENMO_58_03142025164413
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.	Q59_S5.C.8.c.v_DOCUMENTATION_K_59_03142025164413
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?	No
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

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)	250
68b	S5.C.9.c.i	Number of facilities inspected during the reporting period.	250
68c	S5.C.9.c.i	Number of facilities for which maintenance was performed during the reporting period.	120
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?	4703
71b	S5.C.9.c.iii	Number of catch basins and inlets inspected during the reporting period?	4563
71c	S5.C.9.c.iii	Number of catch basins and inlets cleaned during the reporting period?	390
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.	Not Applicable
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)	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)	Yes
81a	S7.A	List any requirements that were not met.	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)	Q82_S7_DOCUMENTATION_KENMORE_2_82_03142025164713

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
84	S8.A.2.a, S8.A.2.b	Notified Ecology by December 1, 2024 which option you selected: S8.A.2.a, or S8.A.2.b.	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
86	S8.B.2.a, or S8.B.2.b.	Notified Ecology by December 1, 2024 which option you selected: S8.B.2.a, or S8.B.2.b.	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
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)	Yes
92	Compliance with standards	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a.	Not Applicable
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

I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Richard Sawyer

3/19/2025 8:49:02 AM

Signature

Date

Reporting Year

2024

Annual Report Question Number

20

Question Language

Attach a description of general awareness efforts conducted, including your target audiences and subject areas, per S5.C.2.a.i.

Permit Section

S5.C.2.a.i

Permit Section Language

General Awareness. To build general awareness, Permittees shall annually select at a minimum one priority audience and one subject area from either (a) or (b):

- A. *Priority audiences:* General public (including overburdened communities, school age children, college/university, or trade students) or businesses (including home-based, or mobile businesses). Subject areas:
 - General impacts of stormwater on surface waters, including impacts from impervious surfaces.
 - Low impact development (LID) principles and LID BMPs.
- B. *Priority audiences:* Engineers, contractors, developers, property owners/managers, or land use planners. Subject areas:
 - Technical standards for stormwater site and erosion control plans.
 - LID principles and LID BMPs.
 - Stormwater treatment and flow control BMPs/facilities
 - Source control BMPs for building materials to reduce pollution to stormwater, including but not limited to stormwater pollution from PCB-containing materials.
- C. Permittees shall provide subject area information to the priority audience on an ongoing or strategic schedule.

Response

The City collaborated regionally with Stormwater Outreach for Regional Municipalities (STORM), locally with Eastside Stormwater Outreach Group (SOG), and worked independently to meet the general awareness requirements:

2024 Puget Sound Starts Here Outreach and STORM

- Kenmore continued to participate in STORM and distribute PSSH materials and content both physically and digitally.
- Puget Sound Starts Here Month was a digital media campaign (Don't Wait to Inflate) that used targeted ads to inform the public and drive clicks to the PSSH website.
- Targeted the general public including communities that speak Spanish, Korean, and Vietnamese
- Campaign was developed in several languages in order to reach a more diverse audience.
- Campaign was developed to bring awareness to the importance of tire care.
- The campaign generated 64,000 clicks to the PSSH website and 43,000 visits to the tire care page. Data for individual jurisdictions was not available.

2024 Social and Print Media

- Populated City social media with posts containing information and messaging on general awareness topics such as: pet waste, reporting spills, vehicle maintenance, water quality, BMP's, clearing drains, and more.
- Several articles published containing seasonal general awareness messaging in the City's monthly E-news as well as quarterly printed newsletter.

2024 City Events

- The Environmental Services Department had a booth at a total of six City sponsored events throughout 2024.
- These booths contained educational games and materials, targeted at school-age children, designed to educate on stormwater and water pollution related topics.

2024 Construction and TESC Outreach

- The City's Development Services Department continued to distribute outreach materials targeted towards developers, contractors, and homeowners to inform them on how to reduce their environmental impacts during construction.
- Materials consist of messaging for small and large sites and include technical standards, inspection and maintenance triggers for BMP's, and common issues found on sites.
- The Development Services Department distributes the materials to permit applicants and to contractors and developers during pre-construction meetings.

Please refer to the City's SWMP Plan for additional details.

Reporting Year

2024

Annual Report Question Number

24a

Question Language

Promoted stewardship opportunities(or partnered with others) to encourage resident participation in activities such as those described in S5.C.2.a.iii,

Attach a list of stewardship opportunities provided.

Permit Section

S5.C.2.a.iii

Permit Section Language

Stewardship: Each permittee shall provide, partner with, or promote stewardship opportunities to encourage residents or businesses to participate in activities or events planned and organized within the community, such as stream teams, storm drain marking, volunteer monitoring, riparian plantings, and watershed habitat improvement. Permittees may provide, partner with, or promote stewardship opportunities created or organized by existing organizations (including non-permittees).

Response

The city is fortunate to have many active residents and stewardship opportunities provided in the reporting period including:

- People for Environmentally Responsible Kenmore (PERK): Resident group active in storm drain marking, and public outreach activities.
- Sno-King Watershed Council: The City of Kenmore collaborates with the Sno-King Watershed Council on efforts including the Swamp Creek Restoration Project and outreach at City events. The organization is active in Kenmore performing activities such as riparian noxious weed removal and native plantings, trash pickups, and attending city outreach events. The City also works with the group to facilitate them organizing and implementing the annual Streamfest event.

Additionally, in 2024 the City of Kenmore continued participating in the Adopt-A-Drain program offered by Hamline University. This national and regional program encourages residents to become stewards of storm drains in their communities, while also providing educational materials to increase awareness of stormwater pollution prevention. Kenmore initiated the program in 2023, began participating in the

Puget Sound Adopt-a-Drain organization meetings, and to date has seen a total of 100 drain adoptions by community members. 2024 saw 27 new drain adoptions and 475.7 pounds of debris collected and reported by participants.

Reporting Year

2024

Annual Report Question Number

56

Question Language

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.

Permit Section

S5.C.7.b

Permit Section Language

With each Annual Report, each Permittee shall provide a list of planned, individual projects scheduled for funding or implementation during this Permit term for the purpose of meeting the assigned equivalent acreage in Appendix 12. This list shall include at a minimum the information and use the formatting specified in Appendix 12 (.xlsx file format).

Response

The City is currently evaluating projects to comply with the requirements of this section, including, stormwater facility retrofits, a street sweeping program, and a stormdrain line cleaning program. The City has not yet evaluated options to the extent that they can be provided on a list with the information specified in Appendix 12. The City has until March 31, 2028 to fully fund, start construction, or completely implement project(s).

Reporting Year

2024

Annual Report Question Number

58

Question Language

Attach a summary of actions taken to implement the source control program

Permit Section

S5.C.8.a-d

Permit Section Language

- a. Permittees shall enforce ordinance(s), or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with existing land uses and activities (see Appendix 8 to identify pollutant generating sources).

Permittees shall update and make effective the ordinance(s), or other enforceable documents, as necessary to meet the requirements of this Section no later than August 1, 2027.

The requirements of this subsection are met by using the source control BMPs in the SWMMWW, or a Phase I Program approved by Ecology. In cases where the manual(s) lack guidance for a specific source of pollutants, the Permittee shall work with the owner/operator to implement or adapt BMPs based on the best professional judgement of the Permittee.

Applicable operational source control BMPs shall be required for all pollutant generating sources. Structural source control BMPs, or treatment BMPs/facilities, or both, shall be required for pollutant generating sources if operational source control BMPs do not prevent illicit discharges or violations of surface water, groundwater, or sediment management standards because of inadequate stormwater controls. Implementation of source control requirements may be done through education and technical assistance programs, provided that formal enforcement authority is available to the Permittee and is used as determined necessary by the Permittee, in accordance with S5.C.8.d., below.

- b. Permittees shall implement a program to identify publicly and privately owned institutional, commercial, and industrial sites which have the potential to generate pollutants to the MS4. Permittees shall update the inventory at least once every 5 years. The inventory shall include:
 - i. Businesses and/or sites identified based on the presence of activities that are pollutant generating (refer to Appendix 8); and

- ii. Other pollutant generating sources, based on complaint response, such as: home-based businesses and multi-family sites.
- c. Permittees shall implement an inspection Program, performed by qualified personnel, for sites identified pursuant to S5.C.8.a.i., above.
 - i. All identified sites with a business address shall be provided information about activities that may generate pollutants and the source control requirements applicable to those activities. This information shall be provided by mail, telephone, electronic communications, or in person. This information may be provided all at one time or spread out over the Permit term to allow for tailoring and distribution of the information during site inspections.
 - ii. The Permittee shall annually complete the number of inspections equal to 20% of the businesses and/or sites listed in their source control inventory to assess BMP effectiveness and compliance with source control requirements. The Permittee may count follow-up compliance inspections at the same site toward the 20% inspection rate. The Permittee may select which sites to inspect each year and is not required to inspect 100% of sites over a 5-year period. Sites may be prioritized for inspection based on their land use category, potential for pollution generation, proximity to receiving waters, or to address an identified pollution problem within a specific geographic area or sub-basin.
 - iii. Each Permittee shall inspect 100% of sites identified through credible complaints.
 - iv. Permittees may count inspections conducted based on complaints, or when the property owner denies entry, to the 20% inspection rate.
 - v. Annual Reporting of inspections shall be organized by business type or activities with potential to generate pollutants to the MS4. Standard Industrial Code (SIC), Major Group, and NAICS numbers may be provided for reference as noted in Appendix 8.
- d. Permittees shall implement a progressive enforcement policy that requires sites to comply with stormwater requirements within a reasonable time period as specified below.
 - i. If the Permittee determines, through inspections or otherwise, that a site has failed to adequately implement required BMPs, the Permittee shall take appropriate follow-up action(s), which may include phone calls, reminder letters, emails, or follow-up inspections.
 - ii. When a Permittee determines that a site has failed to adequately implement BMPs after a follow-up inspection(s) the Permittee shall take enforcement action as established through authority in its municipal codes or ordinances, or through the judicial system.
 - iii. Each Permittee shall maintain records, including documentation of each site visit, inspection reports, warning letters, notices of violations, and other enforcement records demonstrating an effort to bring sites into compliance. Each Permittee shall also maintain records of sites that are not inspected because the property owner denies entry.

iv. A Permittee may refer non-emergency violations of local ordinances to Ecology, provided, the Permittee also makes a documented effort of progressive enforcement. At a minimum, a Permittee's enforcement effort shall include documentation of inspections and warning letters or notices of violation.

v. Application and enforcement of local ordinances at sites identified pursuant to S5.C.8.a.i., including sites with discharges authorized by a separate NPDES permit.

Response

Using the developed business inventory, the City assembled a list of businesses to inspect in order to meet the target 20% inspection rate. These included follow-up inspections for sites that were inspected in 2023 and additional sites that had not received a source control inspection in the past. Prior to site inspections, all businesses in the City's inventory who had not previously received information about the source control inspection program were mailed an introduction letter which included information about activities that may generate pollutants and applicable BMPs which may be required.

Business source control inspections were conducted throughout the course of the year. Inspections were documented using time stamped photos and notes. When an inspection did not find any needed implementation of source control BMPs, a follow-up letter was mailed and/or emailed to the property owner/manager letting them know the property passed inspection. When inspections identified the need for source control BMPs, attempts were typically made to discuss on-site with the property manager. The property owner/manager was subsequently mailed and/or emailed a correction letter identifying the required source control BMPs to bring the property into compliance with city code.

When completed correction letters were returned, follow-up inspections were scheduled to confirm BMPs were adequately implemented. When correction letters were not returned in a timely manner, attempts were typically made to contact property owners requesting progress updates and reminding them of their obligations to complete their BMPs. No enforcement action was required during the 2024 reporting period.

The City also inspected 100% of sites identified through credible complaints, which included two sites.

Reporting Year

2024

Annual Report Question Number

59

Question Language

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.

Permit Section

S5.C.8.c.v

Permit Section Language

Annual Reporting of inspections shall be organized by business type or activities with potential to generate pollutants to the MS4. Standard Industrial Code (SIC), Major Group, and NAICS numbers may be provided for reference as noted in Appendix 8.

Response

The following table shows a list of source control inspections completed in 2024.

Business Name	NAICS/Business Category	Number of Inspections	Enforcement Action Taken
Northshore Utility District Inglemoor	221310 Water Supply & Irrigation	1	No
Northshore Utility District Headquarters	221310 Water Supply & Irrigation	1	No
O'Reilly Auto Parts	441330 Automotive Parts and Accessories Retailer	1	No
Les Schwab Tire Center #302	441340 - Tire Dealers	1	No
Sherwin-Williams Paints	444120 Paint and Wallpaper Retailer	2	No
Safeway Store #3500	445110 Supermarket	2	No
Rocky's Corner Food Store	445131 Convenience Retailers	3	No
Postdoc Brewing	445320 Beer, Wine, and Liquor Retailer	2	No
Ostroms Drug and Gift	456110 Pharmacies and Drug Retailer	2	No
Safeway Fuel Center	457120 Gas Station	1	No
Bothell Ski & Bike	459110 Sporting Goods Retailer	2	No
Mr. T's Trophies	459999 - All Other Miscellaneous Retailers	1	No
Bank of America	522110 - Commercial Banking	1	No
Chase Bank	522110 - Commercial Banking	1	No
US Bank	522110 - Commercial Banking	1	No
Fourplex Apartments	531110 Multi-Family	2	No
Kenmore Inn	531110 Multi-Family	1	No
Heron Run Apartments	531110 Multi-Family	1	No
Peoples Storage	531130 Self-Storage Unit	2	No
Kenmore Middle School	611110 Elementary and Secondary School	2	No
Arrowhead Elementary School	611110 Elementary and Secondary School	1	No
Moorlands Elementary School	611110 Elementary and Secondary School	1	No
Inglemoor High School	611110 Elementary and Secondary School	1	No
Kenmore Senior Living	623312 Assisted Living Facilities for the Elderly	2	No
Springtime Daycare, Inc.	624410 - Child Care Services	1	No
Kataliya Thai House	722511 Full-Service Restaurant	2	No

The Lodge at St. Edward Park	722511 Full-Service Restaurant	2	No
11th Frame Restaurant & Lounge	722511 Full-Service Restaurant	1	No
The Guest House	722511 Full-Service Restaurant	1	No
Pagliacci	722513 Limited Service Restaurant	2	No
McDonald's	722513 Limited Service Restaurant	1	No
Taco Time	722513 Limited Service Restaurant	1	No
Grounds Coffee Company	722515 Snack and Nonalcoholic Beverage Bars	2	No
CARSTAR	811121 - Automotive Body, Paint, and Interior Repair and Maintenance	2	No
Grease Monkey	811191 - Automotive Oil Change and Lubrication Shops	1	No
Suds City Car Wash	811192 Car Wash	3	No
City on a Hill Church	813110 Religious Organization	2	No
Church of Iguantao	813110 Religious Organization	1	No
Cedar Park Northshore Church	813110 Religious Organization	1	No

Reporting Year

2024

Annual Report Question Number

82

Question Language

For TMDL's listed in Appendix 2: Attach a summary of Relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s).

Permit Section

S7.A

Permit Section Language

For applicable TMDLs listed in Appendix 2, affected Permittees shall comply with the specific requirements identified in Appendix 2. Each Permittee shall keep records of all actions required by this permit that are relevant to the applicable TMDLs within their jurisdiction. The status of the TMDL implementation shall be included as part of the annual report submitted to Ecology. Each annual report shall include a summary of relevant SWMP and Appendix 2 activities conducted in the TMDL area to address the applicable TMDL parameter(s).

Response

Business Inspections: There are no commercial animal handling areas or commercial composting facilities within Kenmore's segment of Swamp Creek.

Public Outreach and Education: The City distributes stormwater and bacterial pollution education and outreach materials via city social media, online and printed newsletter articles, and in person at city sponsored events. In 2024, the Environmental Services Department had a booth at a total of six city sponsored events. These booths contained educational materials, games, and interactive models targeted towards pet waste management and bacterial pollution.

Operations and Maintenance: The City of Kenmore currently has multiple animal waste collection stations at all eight municipal parks. In addition, certain other city owned or maintained property and facilities such as stormwater ponds, bioswales, recreation tracts, etc. also have either animal waste collection stations or pet waste signage. The stations/signage are posted as needed, based on facility specific considerations and factors such as requests from the public or observations by city staff. Waste collection stations are maintained regularly by city Public Works staff.

Targeted Illicit Connection and Illicit Discharge Detection and Elimination: Written plan for high priority area targeted IC/IDDE effort to be completed no later than December 31, 2025.