
WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION

STORMWATER MANAGEMENT PROGRAM

FOR WASHINGTON STATE CAPITOL CAMPUS

As required by the
Washington State Department of Ecology's
2007 Western Washington Phase II Municipal Stormwater Permit
(Permit No. WAR04-5210)

March 2009

Prepared for

Washington State Department of General Administration
Division of Engineering & Architectural Services
PO Box 41012
Olympia, WA 98504

Prepared by

Skillings Connolly, Inc.
5016 Lacey Blvd SE
Lacey, WA 98503



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**WASHINGTON STATE DEPARTMENT OF GENERAL ADMINISTRATION
PHASE II MUNICIPAL STORMWATER MANAGEMENT PROGRAM
FOR WASHINGTON STATE CAPITOL CAMPUS**

In compliance with the provisions of
The State of Washington Water Pollution Control Law Chapter 90.48 Revised Code of Washington
and
The Federal Water Pollution Control Act (The Clean Water Act)
Title 33 United States Code, Section 1251 et seq.

1. INTRODUCTION

The purpose of this Stormwater Management Program (SWMP) Plan is to document the Washington State Department of General Administration's (GA) efforts for the Capitol Campus as required by the Western Washington Phase II Municipal Stormwater Permit (Permit). GA received coverage under this Permit by submitting a Notice of Intent (NOI) to the Washington Department of Ecology (Ecology) and receiving a permit number (WAR04-5210) on August 8, 2008.

This SWMP was prepared for the Washington State Capitol Campus, which is defined as:

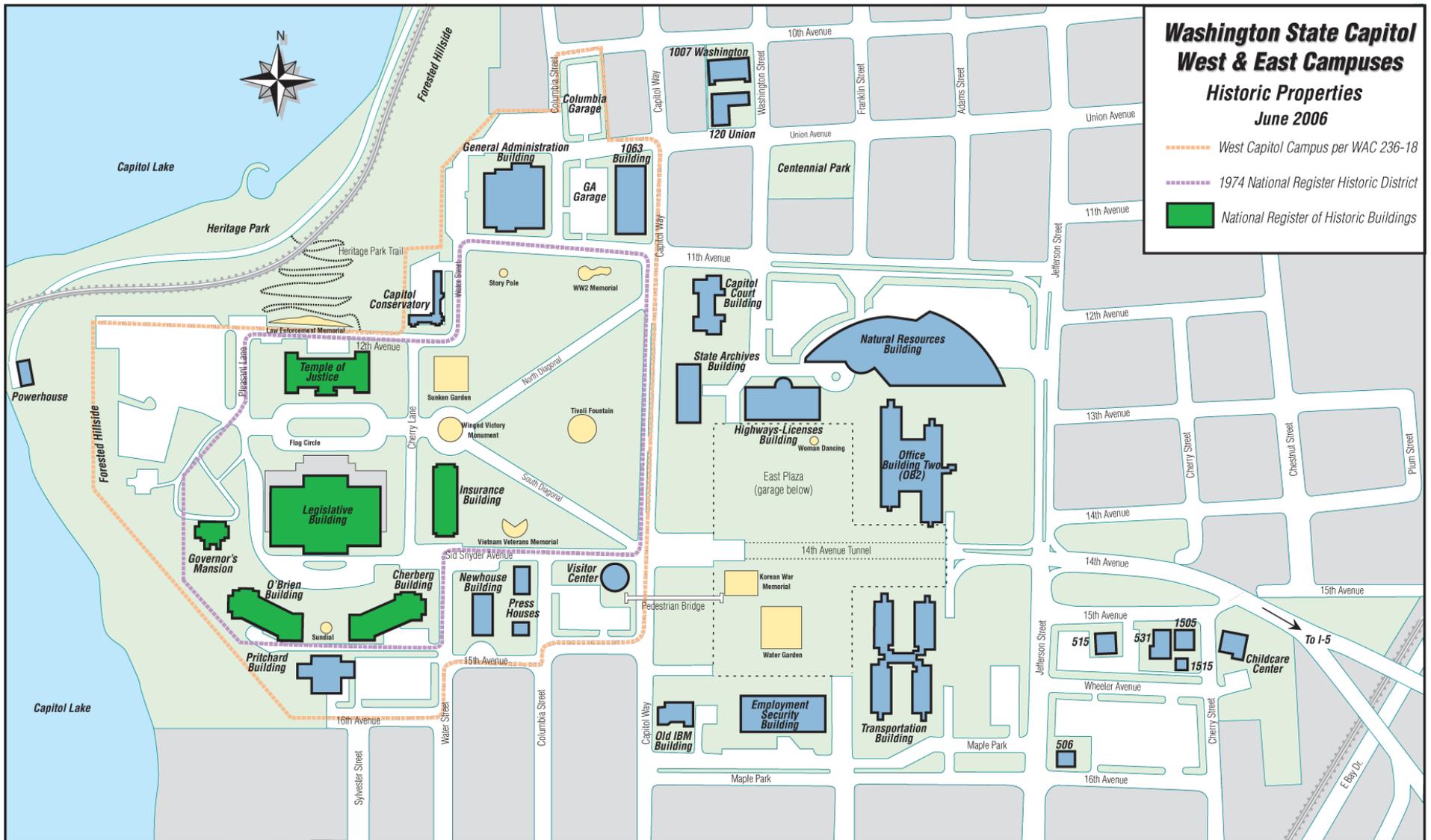
- *West Capitol Campus* - Those state-owned grounds that constitute the state capitol grounds west of Capitol Way, including all of the grounds addressed in the 1928 Olmsted Brothers landscape plan for the state capitol grounds and the state capitol historic district, as designated in the National Register of Historic Places (see Figure 1-1, yellow boundary).
- *East Capitol Campus* - Those grounds described in RCW 79.24.500 which includes the campus area north of Maple Park (16th Avenue) and south of 11th Avenue, east of Capitol Way and west of Interstate 5 and the Interstate 5 entrance to the state capitol.

GA is a secondary permittee to the City of Olympia under this Permit. The term "Secondary Permittees" means drainage, diking, flood control, or diking and drainage districts, ports (other than the Ports of Seattle and Tacoma), public colleges and universities, and any other owners or operators of municipal separate storm sewers located within the municipalities that are listed as permittees in S1.B of the Permit.

GA is coordinating with the City of Olympia to meet Permit requirements. An interlocal agreement is being developed with the City that clearly defines each agency's role and responsibilities. A copy of this agreement will be filed with Ecology. GA is ultimately responsible for meeting Permit requirements, but will coordinate specific efforts with the City of Olympia such as public outreach and education.

The following sections describe the required SWMP components for secondary permittees, per section S6.A.5 of the Permit.

Figure 1-1. Washington State Capitol Campus Map



2. PUBLIC EDUCATION AND OUTREACH

The SWMP shall include an education program aimed at tenants and visitors. The goal of the education program is to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts, such as dumping hazardous chemicals down storm drains.

2.1 Requirement: Label Storm Drains (S6.D.1.a)

Storm drain inlets owned and operated by the Secondary Permittee that are located in maintenance yards, in parking lots, along sidewalks, and at pedestrian access points shall be clearly and permanently labeled with the message “Dump no waste” and indicating the point of discharge as a river, lake, bay, or groundwater.

- i. No later than three years from the date of permit coverage, at least 50 percent of these inlets shall be labeled.
- ii. No later than 180 days prior to the expiration date of this Permit, or as established as a condition of coverage by Ecology, all of these inlets shall be labeled.
- iii. As identified during visual inspection and regular maintenance of storm drain inlets per the requirements of S6.D.3.d. and S6.D.6.a.i. below, or as otherwise reported to the Secondary Permittee, any inlet having a label that is no longer clearly visible and/or easily readable shall be re-labeled within 90 days.

2.1.1 Current Activities

GA is in the process of developing a system to label storm drains on the Capitol Campus. Currently, GA has the west half of Capitol Campus’ storm drains mapped (see Figure 1-1).

2.1.2 Planned Activities

GA plans to have all storm drains properly labeled no later than August 19, 2011. At least one staff member will be assigned the responsibility of inspecting and labeling storm drains. Ongoing inspection will be conducted to locate faded drain labels and re-label accordingly.

2.2 Requirement: Distribute Educational Information (S6.D.1.b)

Each year beginning no later than three years from the date of permit coverage, public ports, colleges and universities shall distribute educational information to tenants and visitors on the impact of stormwater discharges on receiving waters, and steps that can be taken to reduce pollutants in stormwater runoff. Different combinations of topics shall be addressed each year, and, before the expiration date of this Permit, where relevant, tenants and visitors shall receive educational information about the following topics:

- i. How stormwater runoff affects local water bodies.
- ii. Proper use and application of pesticides and fertilizers.
- iii. Benefits of using well-adapted vegetation.
- iv. Alternative equipment washing practices including cars and trucks that minimize pollutants in stormwater.
- v. Benefits of proper vehicle maintenance and alternative transportation choices; proper handling and disposal of vehicle wastes, including the location of hazardous waste collection facilities in the area.
- vi. Hazards associated with illicit connections.
- vii. Benefits of litter control and proper disposal of pet waste.

Compliance with this requirement can be achieved through participation in the local jurisdiction's public education and outreach programs.

2.2.1 Current Activities

GA currently has no formal public outreach and education program regarding stormwater.

2.2.2 Planned Activities

Future educational information will be distributed in cooperation with the City of Olympia, in accordance with the interlocal agreement between agencies. GA plans to post their SWMP and the storm drain map on their website as well as a link to the City of Olympia's SWMP. GA intends to coordinate public outreach and education activities with the City of Olympia. GA's outreach/education efforts may include campus-wide emails to staff detailing the required stormwater topics and/or displaying informational signs at entrances to campus buildings.

The City of Olympia's Storm and Surface Water Program includes two staff members focusing on environmental education and interactions with the local community. The City provides various educational opportunities pertaining to storm and surface water including elementary school classes, guest speakers, group outdoor events, and informational materials. The City also maintains records of their public educational and outreach activities for annual reporting as required under the Permit.

Table 2-1 summarizes the secondary permittee requirement deadlines for public education and outreach.

Table 2-1. Public Education and Outreach Schedule

Planned Activity		Permit Due Dates
S6.D.1.a	Label Storm Drains	
	Label 50% of storm drain inlets with “Dump no waste” and point of discharge	2/16/2010
	Label remaining storm drain inlets with “Dump no waste” and point of discharge	8/19/2011
	Visually inspect storm drain inlets	
	Re-label inlets as necessary within 90 days of notification that label is unreadable	Ongoing
S6.D.1.b	Distribute Educational Information	
	Coordinate with City of Olympia (primary permittee) on public education and outreach activities	Ongoing
	Begin distributing educational information to tenants and visitors	2/16/2010
	Distribute different topics pertaining to stormwater pollution prevention each year	Annually
	Ensure all educational topics listed under S6.D.1.b have been distributed to tenants and visitors	2/15/2012
S9	Reporting	
	Prepare summary of public education and outreach implementation status for inclusion in Annual Report	Annually, before March 31

3. PUBLIC INVOLVEMENT AND PARTICIPATION

This section discusses ongoing opportunities for public involvement to be included in the SWMP. Opportunities may include advisory councils, watershed committees, participation in developing rate structures, stewardship programs, environmental activities, or other similar activities.

3.1 Requirement: Make SWMP Available to Public (S6.D.2)

No later than 180 days before the expiration date of this Permit, or as established as a condition of coverage by Ecology, each Secondary Permittee shall:

- a. Publish a public notice in the local newspaper and solicit public review of their SWMP.
- b. Make the latest updated version of the SWMP available to the public. If the Secondary Permittee maintains a website, the SWMP shall be posted on the Secondary Permittee’s website.

3.1.1 Current Activities

GA is in the process of developing its first SWMP per Ecology’s Permit. All large campus capital construction projects go through the State Environmental Policy Act process which includes public notification.

3.1.2 *Planned Activities*

By August 19, 2011, GA will publish a public notice in the local newspaper soliciting public review of the SWMP. The latest updated version of the SWMP shall be made available to the public via posting to the GA website. In addition, GA will look for opportunities to coordinate with the City of Olympia to better inform the public of opportunities to review the SWMP.

Table 3-1. Public Involvement and Participation Schedule

Planned Activity		Permit Due Dates
S6.D.2	Make SWMP Available to Public	
	Coordinate with City of Olympia (primary permittee) on public involvement and participation activities	Ongoing
	Publish a public notice in local newspaper soliciting public review of current SWMP	8/19/2011
	Post the SWMP document on GA's website	8/19/2011
	Provide email address for public to submit comments on SWMP in newspaper and on GA's website	8/19/2011
S9	Reporting	
	Prepare summary of public involvement and participation implementation status for inclusion in Annual Report	Annually, before March 31

4. ILLICIT DISCHARGE DETECTION AND ELIMINATION

This section reviews the Permit's requirements for illicit discharge detection and elimination (IDDE). Efforts to meet these requirements are summarized, including GA's ongoing program to detect and remove illicit connections, discharges and improper disposal into stormwater inlets.

4.1 Requirement: Compliance (S6.D.3.a)

From the date of permit coverage, comply with all relevant ordinances, rules, and regulations of the local jurisdiction(s) in which the Secondary Permittee is located that govern non-stormwater discharges.

4.1.1 *Current Activities*

GA is currently in compliance with all relevant ordinances, rules, and regulations of the local jurisdiction (City of Olympia) governing non-stormwater discharges.

4.1.2 *Planned Activities*

GA will continue to comply with local ordinances, rules, and regulations that govern non-stormwater discharges.

4.2 Requirement: Adopt IDDE Policies (S6.D.3.b)

No later than one year from the date of permit coverage, develop and adopt appropriate policies prohibiting illicit discharges and illegal dumping, and identify possible enforcement mechanisms for those policies. No later than eighteen months from the date of permit coverage, develop and implement an enforcement plan using these mechanisms to ensure compliance with illicit discharge policies. These policies shall address, at a minimum: illicit connections; non-stormwater discharges as defined below; and spilling, dumping, or otherwise improperly disposing of: hazardous materials, pet waste, and litter.

- i. Non-stormwater discharges covered by another NPDES permit and discharges from emergency fire fighting activities are allowed in the municipal separate storm sewer system in accordance with *S2 Authorized Discharges*.
- ii. The policies do not need to prohibit the following categories of non-stormwater discharges:
 - Diverted stream flows
 - Rising ground waters
 - Uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20))
 - Uncontaminated pumped ground water
 - Foundation drains
 - Air conditioning condensation
 - Irrigation water from agricultural sources that is commingled with urban stormwater
 - Springs
 - Water from crawl space pumps
 - Footing drains
 - Flows from riparian habitats and wetlands
- iii. The policies shall prohibit the following categories of non-stormwater discharges unless the stated conditions are met:
 - Discharges from potable water sources, including water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be de-chlorinated to a concentration of 0.1 ppm or less, pH-adjusted if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the municipal separate storm sewer system.
 - Discharges from lawn watering and other irrigation runoff. These discharges shall be minimized through, at a minimum, public education activities and water conservation efforts conducted by the Secondary Permittee and/or the local jurisdiction.
 - Dechlorinated swimming pool discharges. The discharges shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted and reoxygenated if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the municipal separate storm sewer system. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the municipal separate storm sewer system.
 - Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents. The Secondary Permittee shall reduce these discharges through, at a minimum, public education activities and/or

water conservation efforts conducted by the Secondary Permittee and/or the local jurisdiction. To avoid washing pollutants into the municipal separate storm sewer system, the Secondary Permittee shall minimize the amount of street wash and dust control water used. At active construction sites, street sweeping shall be performed prior to washing the street.

- Other non-stormwater discharges shall be in compliance with the requirements of a stormwater pollution prevention plan reviewed by the Permittee which addresses control of such discharges.
- iv. The Secondary Permittee's SWMP shall, at a minimum, address each category in iii above in accordance with the conditions stated therein.
- v. The SWMP shall further address any category of discharges in ii or iii above if the discharge is identified as a significant source of pollutants to waters of the State.

4.2.1 *Current Activities*

GA is the process of coordinating with the City of Olympia to adopt policies prohibiting illicit discharges and illegal dumping, and identifying enforcement mechanisms for those policies. GA's current activities pertaining to non-stormwater discharges are outlined below.

Discharges from potable water sources - Fire hydrant flushing - GA currently has no systematic program for hydrant flushing.

Discharges from lawn watering and other irrigation runoff - GA's Sustainability Plan, dated October 31, 2008, outlines goals for reducing the use of potable water for GA-managed grounds by half by 2010. GA almost reached this goal in 2008, and will therefore surpass their original goal. GA will continue to implement further water conservation recommendations to reduce the amount of water used for irrigation.

GA's Sustainability Plan (2008) also details methods of communicating water conservation practices to staff. Sustainable information, practices and procedures are shared with Facility Coordinators at quarterly meetings. These topics are also discussed in staff meetings. GA also recently hired a Resource Conservation Manager for the Capitol Campus to implement ways to reduce water consumption. GA's Integrated Pest Management Plan, Pilot Project for Campus Composting, and the West Campus Landscape Master Plan all discuss ways of conserving water and limiting chemical use.

Street, building and sidewalk wash water - GA does not utilize detergents when washing streets, buildings and sidewalks. Sidewalks are only washed if a safety concern presents itself. GA pressure washes parking garage stairs and Legislature Building steps as part of preventative maintenance. Appropriate best management practices (BMPs) are followed.

Other non-stormwater discharges - GA's activities on the Capitol Campus also include fire system testing and draining dry systems. When GA last tested the fire systems, the water was sent to LOTT, not into GA's stormwater system.

4.2.2 *Planned Activities*

GA plans to adopt the City of Olympia's IDDE policies and enforcement procedures in accordance with the interlocal agreement between agencies. The City of Olympia's 2008 SWMP indicates that Olympia has not yet reached full implementation of its IDDE program. The program shall address: illicit connections, non-stormwater discharges and spilling, dumping, or otherwise improperly disposing of hazardous materials, pet waste, and litter.

The City of Olympia's SWMP addresses non-stormwater discharges as indicated below.

Discharges from potable water sources - GA has a spill response plan (entitled Hazardous Materials Management Emergency Action Plan) in place and plans to update it to include a discussion of discharges from potable water sources (i.e. hydrant use during fires). GA plans to utilize socks on hydrants to reduce velocity during flushing. GA also plans to coordinate with the City of Olympia on how to handle water dechlorination prior to release to a stormwater system.

Discharges from lawn watering and other irrigation runoff - This is addressed through GA's Drinking Water Utility's Water Conservation Program, which provides water audits, conservation incentives, and technical assistance in irrigation-related water use.

Street, building and sidewalk wash water - Wash water is regulated by Olympia Municipal Code 13.16.030. GA plans to put socks in catch basins and/or blow water into turf to control wash water entering the stormwater system.

Other non-stormwater discharges - Other non-stormwater discharges are regulated by Olympia Municipal Code 13.16.030.

4.3 Requirement: Develop Storm Sewer Map (S6.D.3.c)

No later than 180 days before the expiration date of this Permit, or as established as a condition of coverage by Ecology, develop a storm sewer system map showing the locations of all known storm drain outfalls, labeled receiving waters and delineated areas contributing runoff to each outfall. Make the map (or completed portions of the map) available on request to the Department and/or to other Permittees or Secondary Permittees. The preferred, but not required, format of submission will be an electronic format with fully described mapping standards. An example description is provided on Ecology WebPages.

4.3.1 Current Activities

GA has completed surveying the West Capitol Campus storm sewer system. Some of the storm sewer system within the East Capitol Campus is available in GA's archives. Once all survey data is collected, a complete storm sewer system map will be prepared in electronic format (AutoCAD).

4.3.2 Planned Activities

GA will continue to add to the map, including labeled receiving waters and delineated areas contributing runoff to each outfall. GA will attempt to complete mapping of the East Capitol Campus, pending funding from the Legislature.

4.4 Requirement: Field Inspection of Outfalls (S6.D.3.d)

Conduct field inspections and visually inspect for illicit discharges at all known outfalls that discharge to surface waters. Visually inspect at least one third (on average) of all known outfalls each year beginning no later than two years from the date of permit coverage. Develop and implement procedures to identify and remove any illicit discharges. Keep records of inspections and follow-up activities.

4.4.1 Current Activities

GA has visually inspected one third of the storm drain outfalls for illicit discharges. Illicit discharge is wastewater that enters the stormwater system without being treated, and it occurs as a result of improper connections in the wastewater system. GA has three outfalls on campus: one outfall that is tight-lined to the LOTT system and two outfalls into Capitol Lake. One outfall into Capitol Lake is located west of the O'Brien Building and the other is located north of the Governor's Mansion ("powerhouse outfall"). The "powerhouse outfall" was inspected in January and had high volumes that appeared clean and clear.

4.4.2 Planned Activities

GA will inspect at least one of its three stormwater outfalls each year. Records shall be kept of inspections and follow-up activities.

4.5 Requirement: Implement Spill Response Plan (S6.D.3.e)

No later than 180 days before the expiration date of this Permit, or as established as a condition of coverage by Ecology, develop and implement a spill response plan that includes coordination with a qualified spill responder.

4.5.1 Current Activities

GA has a spill response plan in place that outlines procedures for handling hazardous materials in emergency situations.

4.5.2 *Planned Activities*

By August 19, 2011, GA will review and update their current spill response plan. The spill response plan will include coordination with a qualified spill responder.

4.6 Requirement: Spill and Illicit Discharge Training (S6.D.3.f)

Provide staff training or coordinate with existing training efforts to educate relevant staff on proper BMPs for preventing spills and illicit discharges. This training will also include information on how to identify an illicit discharge. All relevant staff shall be trained.

4.6.1 *Current Activities*

GA staff is provided with the current spill response plan to inform them of proper procedures for handling hazardous materials in emergency situations.

4.6.2 *Planned Activities*

GA will provide spill and illicit discharge training to relevant staff as appropriate.

Table 4-1. Illicit Discharge Detection and Elimination Schedule

Planned Activity		Permit Due Dates
S6.D.3.a	Compliance	
	Coordinate with City of Olympia (primary permittee) on compiling relevant ordinances, rules and regulations governing non-stormwater discharge	2/16/2007
	Review relevant ordinances, rules and regulations governing non-stormwater discharges	(Ongoing)
	Determine necessary efforts to reach compliance status	
S6.D.3.b	Adopt IDDE Policies	
	Work with City of Olympia to develop and adopt policies prohibiting illicit discharges and illegal dumping	2/16/2008
	Work with City of Olympia to Identify enforcement mechanisms for policies	
	Develop and implement an enforcement plan to ensure compliance with IDDE policies	6/17/2008
	Ensure GA's SWMP addresses each category in S6.D.3.b.iii	8/19/2011
	Ensure GA's SWMP addresses any category of discharges in S6.D.3.b. ii or S6.D.3.b.iii that are significant sources of pollutants	8/19/2011
S6.D.3.c	Develop Storm Sewer Map	
	Locate all storm drain outfalls	
	Delineate areas contributing runoff to each outfall	
	Develop storm sewer system map with outfall locations, receiving waters, and areas contributing runoff	8/19/2011
	Make map available on request	
S6.D.3.d	Field Inspection of Outfalls	
	Begin annual visual inspection of outfalls for illicit discharges	2/16/2009

Table 4-1. Illicit Discharge Detection and Elimination Schedule

	Planned Activity	Permit Due Dates
	Develop and implement procedures to identify and remove any illicit discharges	2/16/2009
	Keep records of outfall inspections and follow-up activities	Annually
	Complete inspection of 1/3 of outfalls	2/16/2010
	Complete inspection of another 1/3 of outfalls	2/16/2011
	Complete inspection of remaining 1/3 of outfalls	2/16/2012
S6.D.3.e	Implement Spill Response Plan	
	Review GA's spill response plan	8/19/2011
	If necessary, update spill response plan	
S6.D.3.f	Spill and Illicit Discharge Training	
	Define training needs	Ongoing
	Review existing staff training efforts regarding spills and illicit discharges	
	Provide training opportunities to all relevant staff	
S9	Reporting	
	Prepare summary of IDDE program status for inclusion in Annual Report	Annually, before March 31

5. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

This section describes relevant rules and regulations associated with construction phase stormwater pollution prevention, as well as coordination with applicable agencies regarding inspection, training and BMPs.

5.1 Requirement: Compliance (S6.D.4.a)

Comply with all relevant ordinances, rules, and regulations of the local jurisdiction(s) in which the Secondary Permittee is located that govern construction phase stormwater pollution prevention measures.

5.1.1 Current Activities

GA is in compliance with relevant ordinances, rules, and regulations that govern construction phase stormwater pollution prevention measures. All construction activities on GA's Capitol Campus follow prescribed BMPs as provided in Ecology's Stormwater Manual and City of Olympia Municipal Code.

5.1.2 Planned Activities

Per GA's interlocal agreement, future construction site stormwater runoff control will be coordinated with the City of Olympia. Olympia's Municipal Code includes mechanisms to address

runoff from new development, redevelopment and construction sites. These mechanisms include following guidance provided in:

- The adopted Drainage Design and Erosion Control Manual for Olympia, 2005 Edition (OMC 13.16.017)
- The provisions to prevail in event of conflict, as established by OMC 13.16.018, which state that the adopted Drainage Design and Erosion Control Manual shall prevail over any current ordinances, development standards and/or policies should a conflict occur.
- OMC 13.16.020 which states that prior to stormwater runoff being discharged, the parcel owner must obtain a permit from Olympia’s Community Planning and Development Department.
- OMC 13.16.040 which states that no work generating runoff can occur without the approval and inspection of the Olympia Department of Public Works.

5.2 Requirement: NPDES Permit for Construction (S6.D.4.b)

For all construction projects under the control of the Secondary Permittee which, require a construction stormwater permit, Secondary Permittees shall obtain coverage under the NPDES General Permit for Stormwater Discharges Associated with Construction Activities or an alternative individual NPDES permit prior to discharging construction related stormwater.

5.2.1 Current Activities

For all construction projects requiring a construction stormwater permit, GA obtains coverage under the NPDES General Permit Stormwater Discharges Associated with Construction Activities or alternative permit prior to discharging construction related stormwater.

5.2.2 Planned Activities

GA plans to continue obtaining required permits for all construction projects and implementing appropriate stormwater BMPs.

5.3 Requirement: Local Jurisdiction Coordination (S6.D.4.c)

Coordinate with the local jurisdiction regarding projects owned and operated by other entities which discharge into the Secondary Permittee’s municipal separate storm sewer system, to assist the local jurisdiction with achieving compliance with all relevant ordinances, rules, and regulations of the local jurisdiction(s).

5.3.1 Current Activities

To GA’s knowledge, there are no off-site entities discharging to GA’s municipal separate storm sewer system.

5.3.2 *Planned Activities*

GA plans to evaluate whether off-site entities are discharging to their municipal separate storm sewer system once mapping of the east campus is complete. GA also plans to communicate with the City of Olympia about off-site discharges into GA's municipal separate storm sewer system.

5.4 Requirement: Erosion/Sediment Control Training (S6.D.4.d)

Provide training or coordinate with existing training efforts to educate relevant staff in erosion and sediment control BMPs and requirements, or hire trained contractors to perform the work.

5.4.1 *Current Activities*

GA performs small-scale operations and maintenance (O&M) work on campus that involve disturbing land, i.e. digging up an irrigation box. GA currently provides staff training for operations and maintenance staff regarding BMPs for this work.

5.4.2 *Planned Activities*

GA plans to continue to implement appropriate BMPs regarding erosion and sediment control (i.e. covering dirt piles, using silt fences, etc.) for their maintenance activities. GA will train relevant staff in this practice as appropriate.

5.5 Requirement: Inspection Access (S6.D.4.e)

Coordinate as requested with the Department or the local jurisdiction to provide access for inspection of construction sites or other land disturbances, which are under the control of the Secondary Permittee during the active grading and/or construction period.

5.5.1 *Current Activities*

Access for inspection of construction sites is being done on project-by project basis.

5.5.2 *Planned Activities*

GA will continue to coordinate with local jurisdictions or Ecology to access Capitol Campus construction sites for inspection.

Table 5-1. Construction Site Stormwater Runoff Control Schedule

Planned Activity		Permit Due Dates
S6.D.4.a	Compliance	
	Review ordinances, rules, and regulations governing construction phase stormwater pollution prevention measures	
	Identify any ordinances, rules or regulations requiring additional efforts to be in compliance	2/16/2007 (Ongoing)
	Implement any necessary activities to be in compliance	
S6.D.4.b	NPDES Permit for Construction	
	Ensure GA construction projects obtain coverage under NPDES General Permit for Stormwater Discharges Associated with Construction Activities	2/16/2007 (Ongoing)
S6.D.4.c	Local Jurisdiction Coordination	
	Determine local jurisdictions with upcoming construction projects discharging to GA's municipal separate storm sewer systems	2/16/2007 (Ongoing)
	Coordinate with those local jurisdictions to ensure compliance with ordinances, rules, and regulations	
S6.D.4.d	Erosion/Sediment Control Training	
	Define training needs	2/16/2007 (Ongoing)
	Provide staff training	
S6.D.4.e	Inspection Access	
	Develop process for local jurisdictions or Ecology to access Capitol Campus construction sites for inspection	2/16/2007 (Ongoing)
	Coordinate access to construction sites for inspection on project-by project basis	
S9	Reporting	
	Prepare summary of construction site stormwater runoff control program status for inclusion in Annual Report	Annually, before March 31

6. POST-CONSTRUCTION STORMWATER MANAGEMENT FOR NEW DEVELOPMENT AND REDEVELOPMENT

This section discusses compliance with rules and regulations pertaining to post-construction stormwater pollution prevention measures.

6.1 Requirement: Compliance (S6.D.5.a)

Comply with all relevant ordinances, rules and regulations of the local jurisdiction(s) in which the Secondary Permittee is located that govern post-construction stormwater pollution prevention measures.

6.1.1 Current Activities

GA is in compliance with relevant ordinances, rules, and regulations that govern post-construction phase stormwater pollution prevention measures.

6.1.2 Planned Activities

GA plans to continue its ongoing compliance with this program component.

6.2 Requirement: Local Jurisdiction Coordination (S6.D.5.b)

Coordinate with the local jurisdiction regarding projects owned and operated by other entities which discharge into the Secondary Permittee’s municipal separate storm sewer system, to assist the local jurisdiction with achieving compliance with all relevant ordinances, rules, and regulations of the local jurisdiction(s).

6.2.1 Current Activities

There is presently no formal process in place.

6.2.2 Planned Activities

GA will coordinate with the City of Olympia with regard to projects discharging to its municipal separate storm sewer systems.

Table 6-1. Post-Construction Stormwater Management Schedule

Planned Activity		Permit Due Dates
S6.D.5.a	Compliance	
	Review ordinances, rules, and regulations governing post-construction phase stormwater pollution prevention measures	2/16/2007
	Identify any ordinances, rules or regulations requiring additional efforts to be in compliance	(Ongoing)
	Implement any necessary activities to be in compliance	
S6.D.5.b	Local Jurisdiction Coordination	
	Determine local jurisdictions with projects discharging to GA’s municipal separate storm sewer systems	2/16/2007
	Coordinate with those local jurisdictions to ensure compliance with post-construction ordinances, rules, and regulations	(Ongoing)
S9	Reporting	
	Prepare summary of post-construction site stormwater runoff control program status for inclusion in Annual Report	Annually, before March 31

7. POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

This section discusses GA's current O&M activities that have been implemented to meet the Permit requirements. The section also identifies activities that GA plans to undertake to bring its current program into compliance with the Permit requirements.

7.1 Requirement: Implement O&M Plan (S6.D.6.a)

No later than three years from the date of permit coverage, develop and implement a municipal O&M plan to minimize stormwater pollution from activities conducted by the Secondary Permittee. The O&M Plan shall include appropriate pollution prevention and good housekeeping procedures for all of the following operations, activities, and/or types of facilities that are present within the Secondary Permittee's boundaries.

- i. Stormwater collection and conveyance system, including catch basins, stormwater sewer pipes, open channels, culverts, structural stormwater controls, and structural runoff treatment and/or flow control facilities. The O&M Plan shall address, but is not limited to: scheduled inspections and maintenance activities, including cleaning and proper disposal of waste removed from the system. Secondary Permittees shall properly maintain stormwater collection and conveyance systems owned or operated by the Secondary Permittee and regularly inspect and maintain all structural post-construction stormwater BMPs to ensure facility function.

For facilities located in Western Washington, Secondary Permittees shall establish maintenance standards that are as protective or more protective of facility function than those specified in Chapter 4 Volume V of the 2005 Stormwater Management Manual for Western Washington.

Secondary Permittees shall conduct spot checks of stormwater treatment and flow control facilities following a 24 hour storm event with a 10-year or greater recurrence interval.

- ii. Roads, highways, and parking lots. The O&M Plan shall address, but is not limited to: deicing, anti-icing, and snow removal practices; snow disposal areas; material (e.g. salt, sand, or other chemical) storage areas; all-season BMPs to reduce road and parking lot debris and other pollutants from entering the municipal separate storm sewer system.
- iii. Vehicle fleets. The O&M Plan shall address, but is not limited to: storage, washing, and maintenance of municipal vehicle fleets; and fueling facilities. Secondary Permittees shall conduct all vehicle and equipment washing and maintenance in a self-contained covered building or in designated wash and/or maintenance areas.
- iv. External building maintenance. The O&M Plan shall address, building exterior cleaning and maintenance including cleaning, washing, painting and other maintenance activities.

- v. Parks and open space. The O&M Plan shall address, but is not limited to: proper application of fertilizer, pesticides, and herbicides; sediment and erosion control; BMPs for landscape maintenance and vegetation disposal; and trash management.
- vi. Material storage areas, heavy equipment storage areas, and maintenance areas. Secondary Permittees shall develop and implement a Stormwater Pollution Prevention Plan to protect water quality at each of these facilities owned or operated by the Secondary Permittee and not covered under the General NPDES Permit for Stormwater Discharges Associated with Industrial Activities or under another NPDES permit that covers stormwater discharges associated with the activity.
- vii. Other facilities that would reasonably be expected to discharge contaminated runoff. The O&M Plan shall address proper stormwater pollution prevention practices for each facility.

7.1.1 Current Activities

GA currently has an O&M Program in place. The items discussed in Section 7.1 above are addressed in the O&M Program as follows:

Stormwater Collection and Conveyance Systems - Maintenance activities which include cleaning and proper disposal of waste removed from the system is managed by the use of the Buildings and Grounds Preventative Maintenance Program. The program establishes, tracks, and records the time and materials associated with tasks. Scheduled inspections required under Permit conditions will be managed through the Preventative Maintenance Program.

Roads, Highways and Parking Lots - The Buildings and Grounds Preventative Maintenance Program is used to manage routine street sweeping and cleaning practices. The program establishes, tracks, and records the time and materials associated with tasks. Deicing procedures, specific approved areas for deicing application, and approved and reviewed deicing materials have been documented and training is provided to affected staff.

Vehicle Fleets - The State Motor Pool has a drop off / pick up location on the Capitol Campus for vehicle rental. Only detailing of windows and interior vacuuming activities are performed at the Capitol Campus site. Procedures and training are provided to staff on the methods to minimize and control environmental issues associated with detailing activities and spill response procedures.

External Building Maintenance - The Buildings and Grounds Preventative Maintenance Program is used to manage routine external building maintenance and cleaning practices. The program establishes, tracks, and records the time and materials associated with tasks. Procedures and training are provided to staff on methods to minimize and control environmental issues associated with cleaning, washing and painting activities.

Parks and Open Spaces - The Buildings and Grounds Preventative Maintenance Program is used to manage the proper application of fertilizer, pesticides and herbicide practices. The program establishes, tracks, and records the time and materials associated with tasks. An Integrated Pest Management Plan is in place with certification training for all herbicide/pesticide application, notifications and posting requirements. A composting program assists with the management of vegetation disposal.

Material Storage Areas, Heavy Equipment Storage Areas and Maintenance Areas - Material storage areas, heavy equipment storage areas and maintenance areas are covered under the Buildings and Grounds Emergency Action Plan for spill response and environmental response actions. Proper storage, segregation of chemical storage, material handling procedures and spill reporting and response training is provided to affected staff.

7.1.2 Planned Activities

GA's current O&M Plan will be reviewed and updated as necessary to incorporate new pollution prevention and good housekeeping procedures.

7.2 Requirement: NPDES Permit for Industrial Activities (S6.D.6.b)

From the date of coverage under this Permit, Secondary Permittees shall also have permit coverage for all facilities owned, or operated by the Secondary Permittee that are required to be covered under the General NPDES Permit for Stormwater Discharges Associated with Industrial Activities.

7.2.1 Current Activities

GA does not perform industrial activities.

7.2.2 Planned Activities

GA does not perform industrial activities.

7.3 Requirement: O&M Plan Compliance (S6.D.6.c)

The O&M Plan shall include sufficient documentation and records as necessary to demonstrate compliance with the O&M Plan requirements in S6.D.6.a.i through vii above.

7.3.1 Current Activities

As discussed in Section 7.1, GA has an established O&M Plan in place which addresses these requirements. In summary, GA's Building and Grounds staff maintains the Capitol Campus' stormwater system, streets, buildings, open spaces, and material storage areas. These areas are cleaned as needed and all waste materials are properly disposed.

7.3.2 *Planned Activities*

GA will update its current O&M Plan to include sufficient documentation to demonstrate compliance with Permit requirements.

7.4 Requirement: O&M Training (S6.D.6.d)

Train all employees whose construction, operations, or maintenance job functions may impact stormwater quality. The training shall address:

- i. The importance of protecting water quality,
- ii. The requirements of this Permit,
- iii. Operation and maintenance requirements,
- iv. Inspection procedures,
- v. Ways to perform their job activities to prevent or minimize impacts to water quality, and
- vi. Procedures for reporting water quality concerns, including potential illicit discharges.

7.4.1 *Current Activities*

GA currently provides O&M training to all pertinent staff. Records are kept of staff training.

7.4.2 *Planned Activities*

GA plans to incorporate protection of stormwater education into its O&M Program as needed. This will include educating staff on IDDE, proper BMP use, and general water quality protection measures. GA will train O&M staff, as appropriate.

Table 7-1. Operations and Maintenance Schedule

Planned Activity		Permit Due Dates
S6.D.6.a	Implement O&M Plan	
	Evaluate current stormwater pollution prevention and O&M Plan	
	Identify O&M activities listed in S6.D.6.a not addressed in Plan	
	Update O&M Plan	2/16/2010
	Implement new activities outlined in O&M Plan	
S6.D.6.b	NPDES Permit for Industrial Activities - DOES NOT APPLY	
	Ensure permit coverage for all facilities required to be covered under the General NPDES Permit for Stormwater Discharges Associated with Industrial Activities	N/A
S6.D.6.c	O&M Plan Compliance	
	Review O&M Plan for compliance with S6.D.6.a.i through S6.D.6.a.vii of Permit	2/16/2010
	Develop tracking system for inspections, maintenance and repairs	
	Include tracking documentation in O&M Plan	
S6.D.6.d	O&M Training	

Table 7-1. Operations and Maintenance Schedule

	Planned Activity	Permit Due Dates
	Review current training program for all staff whose construction, operations, or maintenance job functions may impact stormwater quality	2/16/2010
	Define training needs	
	Implement training program	
S9	Reporting	
	Prepare summary of O&M program status for inclusion in Annual Report	Annually, before March 31

8. COMPLIANCE WITH TOTAL MAXIMUM DAILY LOAD REQUIREMENTS

The following requirements apply if an applicable Total Maximum Daily Load (TMDL) is approved for stormwater discharges from municipal separate storm sewer systems owned or operated by the Permittee. Applicable TMDLs are TMDLs which have been approved by EPA on or before the date permit coverage is granted. All Permittees shall be in compliance with the requirements of applicable TMDLs.

8.1 Requirement: Compliance with TMDLs in Appendix 2 (S7.A)

For applicable TMDLs listed in Appendix 2 of the Permit, 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 applicable TMDLs within their jurisdiction. The status of the TMDL implementation shall be included as part of the annual report submitted to Ecology.

Where monitoring is required in Appendix 2 of the Permit, the Permittee shall conduct the monitoring according to a Quality Assurance Project Plan (QAPP) approved by Ecology.

8.1.1 Current Activities

There are no applicable TMDLs listed in Appendix 2 of the Permit.

8.1.2 Planned Activities

No activities are planned, as there are no applicable TMDLs listed in Appendix 2 of the Permit.

8.2 Requirement: Compliance with TMDLs Not in Appendix 2 (S7.B)

For applicable TMDLs not listed in Appendix 2 of the Permit, compliance with this Permit shall constitute compliance with those TMDLs.

8.2.1 Current Activities

Currently, Ecology is developing TMDL's for the Deschutes River/Capitol Lake Basin. GA has been involved with Ecology and other agencies regarding the potential TMDL criteria for Capitol Lake.

GA has taken an active role in improving the water quality of the Capitol Lake Basin. In 1997, the GA formed the Capitol Lake Adaptive Management Plan (CLAMP) Steering Committee to help with the long-term management of Capitol Lake. The committee is comprised of the cities of Tumwater and Olympia, Thurston County, the Port of Olympia, Squaxin Island Tribe, and the Washington State Departments of Fish and Wildlife, Ecology, and Natural Resources. The committee created a 10-year lake management plan which identifies 14 objectives for improving water quality, fish and wildlife habitat, and public recreational opportunities, while also managing for flood control, sediment deposits and the adjacent infrastructure. The committee also strives to communicate with the public and stakeholders on a regular basis. The committee's key actions identified for 2007 included continued work with Ecology and Thurston County concerning water quality of Capitol Lake. (GA, 2007)

8.2.2 Planned Activities

Once TMDL's are established, GA will monitor stormwater as required by the stormwater discharge permit. GA shall monitor in accordance with Ecology's "How to do Stormwater Sampling, a Guide for Industrial Facilities" (Ecology, 2002) (Appendix A). In addition, GA will report these findings to Ecology as required. If monitoring determines that the stormwater exceeds established TMDLs, GA and Ecology will meet to discuss resolution.

8.3 Requirement: Future TMDLs Approved by EPA (S7.C)

For TMDLs that are approved by EPA after this Permit is issued, Ecology may establish TMDL related permit requirements through future permit modification if Ecology determines implementation of actions, monitoring or reporting necessary to demonstrate reasonable further progress toward achieving TMDL waste load allocations, and other targets, are not occurring and shall be implemented during the term of this Permit or when this Permit is reissued. Permittees are encouraged to participate in development of TMDLs within their jurisdiction and to begin implementation.

8.3.1 Current Activities

GA has been involved with Ecology and other agencies regarding the potential TMDL criteria for Capitol Lake and will continue to stay up-to-date on the progress of TMDL development.

8.3.2 *Planned Activities*

Once TMDLs are established for Capitol Lake, GA will develop and implement a formal monitoring program in accordance with Ecology guidelines.

9. REFERENCES

Ecology, 2002. Washington State Department of Ecology. How To Do Stormwater Sampling - A guide for industrial facilities. Publication #02-10-071. December 2002 (rev. 1/09).

GA, 2008. Washington State Department of General Administration. Sustainability Plan. October 31, 2008.

Olympia, 2008. City of Olympia Stormwater Management Program Plan. March 27, 2008.

OMC, 2009. City of Olympia Municipal Code. Code current through February 1, 2009.