



DEQ
 State of Oregon
 Department of
 Environmental
 Quality

Annual Report

MS4 Phase II General Permit

National Pollutant Discharge Elimination System

MS4 Stormwater Discharge Permit

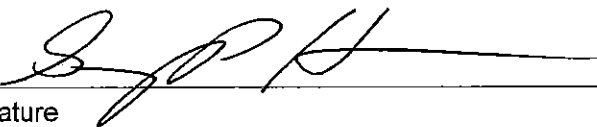
Monitoring Year: 2019-2020

Permit Registrant: Polk County

Date Prepared/Submitted: 10/30/2020

DEQ File No.:

Certification and Signature	
1. Permit Registrant(s):	Polk County
2. Legally Authorized Representative:	Greg Hansen
3. Title:	Administrative Officer
4. Email:	hansen.greg@co.polk.or.us
5. Phone:	503-623-8173
<p>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 the 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 (40 CFR 122.22(d)).</p>	



 Signature

10-30-20

 Date

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Instructions

At least once per year, the permit registrant must evaluate compliance with the requirements of the MS4 Phase II general permit using this Annual Report template. This self-evaluation includes assessment of progress made towards implementing the SWMP control measures in Schedule A, and implementation of actions to comply with any additional requirements identified pursuant to Schedule D.1 (Requirements for Discharges to Impaired Waterbodies).

For each SWMP control measure or activity listed below, please answer all the questions and in the comments field cite any relevant information and/or statistics that helps to illustrate implementation or compliance. If your answer is "No," in the comments field explain the reasons and outline the anticipated implementation timeline. If the requirement does not apply, explain why it is not applicable in the comments field.

No later than November 1 each year, beginning in 2020, the permit registrant must submit an Annual Report to DEQ. One signed copy and one electronic copy must be submitted to DEQ using the address provided in permit. DEQ can provide an FTP site for submittal of the electronic copy, upon request.

General Information

Registrant Information

6. Permit Registrant(s): Polk County

7. Type(s): City / County / Special District / Other:

8. Registrant Type:

Existing Registrant: New Registrant:

9. Community Type:

Large Community: Small Community:

10. DEQ Permit No: 116224

11. EPA File No: ORS116224

12. Physical Address: 805 Main St.

City: Dallas

State: OR

Zip: 97338

13. Point of Contact: Sidney Mulder

Title: Planning Manager

Email:
mulder.sidney@co.polk.or.us

Phone: 503-623-9237

14. Mailing Address (if different):

City:

State:

Zip:

Municipal Separate Storm Sewer System (MS4) Information

15. Estimate the area in square mileage served by the MS4: 1.6 square miles

16. Estimate the population served by the MS4: 1,700

MS4 Stormwater Discharge Information

Identify the names of all known waters that receive a discharge from your MS4.

Receiving Waterbody	# of Outfalls	Impaired waterbody		Impairment(s)
		303d listed	TMDL issued	
a. Willamette River	0	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Bacteria, Mercury, Temperature
b. Glenn Creek	1	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Bacteria, Mercury, Temperature
c. Winslow Gulch	0	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Bacteria, Mercury, Temperature
d. Brush College Creek	0	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Bacteria, Mercury, Temperature
e.		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
f.		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
g.		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
h.		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
i.		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
j.		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Coordination Among Registrants and Joint Agreements

Required for permit registrants relying on another entity to satisfy one or more of the requirements of the permit.

17. Is there a joint agreement in place for the implementation of one or more stormwater management program control measures? *Schedule A.2* Yes No

Notes: We may work with the City of Salem to implement control measures in the future, but not at this time.

18. If yes, has there been any change to the joint agreement(s) submitted previously? Yes No

If yes, include, as an attachment, a summary of the changes.

The summary must identify the other co-registrants/co-implementers or other entities

Stormwater Management Program Information

19. Discuss the status and overall progress of establishing legal authority to control pollutant discharges into and discharges from the MS4 and to implement and enforce the conditions of this permit. *Schedule A.2.c*
Polk County Code of Ordinance (PCCO) 43.057 (see Attachment C)

Stormwater Management Program Information

20. Is an updated SWMP Document attached? *Schedule A.2.c*

Yes No (*must be submitted with the second Annual Report*)

If necessary, provide an explanation:

A draft version of the updated sections is included as Attachment A.

21. Identify the publicly accessible website where the SWMP Document is posted. *Schedule 2.c & A.3.b.ii*

<https://www.co.polk.or.us/cd/building/building-division>

If necessary, provide an explanation:

22. Does the SWMP Document include an implementation schedule for control measures that have yet to be or are partially implemented? *Schedule A.2.c*

Yes No

If necessary, provide an explanation:

The full implementation schedule is not yet included in the SWMP Document, but Attachment K includes our internal tracking spreadsheet that has been used to keep track of implementation schedules.

23. Describe the method used to gather, track, and use SWMP information to set priorities or assess compliance: *Schedule A.2.d*

Attachment K is an implementation schedule to stay on track with the required timelines set forth in the permit requirements. One strategy identified is to lump together any requirements that include Ordinance updates to minimize the number of times Ordinances need to be updated throughout the permit term.

24. Have adequate finances, staff, equipment and other support capabilities been provided to implement the permit? *Schedule A.2.e*

Yes No

If necessary, provide an explanation:

Currently, we are funding this program through Polk County General Fund. However, funding is always a concern of ours because we do not have SDC charges, utility bills, etc. We have discussed reaching out to other counties who may face similar issues to see what their ideas/strategies are for obtaining the resources needed for implementing the permit requirements.

25. During this monitoring year was compliance with the requirements of this permit evaluated? *Schedule B.1*

Yes No

If necessary, provide an explanation:

26. During this monitoring year was it determined or reported that discharge from the MS4 caused or contributed to an excursion of an applicable water quality standard? *Schedule A.1.b*

Yes No

If "Yes", complete Water Quality Standards section (p. 21) of this template.

Stormwater Management Program Control Measures

Public Education and Outreach

27. Provide a brief summary of the ongoing public education and outreach program. *Schedule A.3.a*
 Newspaper publishing to promote BMP's for litter and trash control; provide a stormwater brochure with every building permit issued within the permit area; set up a stormwater display/exhibit at annual events such as at the Polk County Fair; hold an annual household hazardous waste event.
28. Were the required components in place by the implementation date? *Schedule A.3.a.i*
 Yes No (Implementation date: Feb. 28, 2020 for Existing Registrants and Sept. 1, 2023 for New Registrants)
29. Provide the number of education and outreach activities conducted: *Schedule A.3.a.iii*
 During this reporting year: 2
30. During the permit term: 2
 If necessary, provide an explanation:
 - A document titled, "Guide to Erosion Prevention and Sediment Control During Construction Activities Polk County, Oregon" was provided with every building permit that is issued within the permit area. (Attachment J)
 - A stormwater display/exhibit was set up during the 2019 Polk County Fair and at the household Hazardous Waste Events. (Attachment E)
31. Indicate target audiences addressed during this reporting year: *Schedule A.3.a.iv*
 General public, homeowners, homeowner association, schoolchildren, and businesses
 Local elected officials, land use planners and engineers
 Construction site operators
32. Have each target audience been addressed during the permit term? *Schedule A.3.a.iv*
 Yes No
 Notes: No, but the requirements of *Schedule A.3.a.iv* will be completed before the permit term is over.
33. Indicate target topics addressed during this reporting year: *Schedule A.3.a.iv*
 Impacts of illicit discharges on receiving waters and how to report them
 Impacts from impervious surfaces and appropriate techniques to avoid adverse impacts
 BMPs for proper use, application and storage of pesticides and fertilizer
 BMPs for litter and trash control
 BMPs for recycling programs
 BMPs for power washing, carpet cleaning and auto repair and maintenance
 Low impact development/green infrastructure
 Information pertaining to maintenance of septic systems
 Watershed awareness and how storm drains lead to local creeks and rivers, and potential impacts to fish and other wildlife
 Other: BMP's for construction sites including Erosion and Sediment Control and Post-Construction BMP's.
34. Describe the types of educational messages or activities distributed and/or offered during this reporting year. *Schedule A.3.a.iii*
 1) Providing information to permit holders (either contractors or home owners) about Erosion and Sediment Control Measures and Post-Construction BMP's. Attachment J is handed out with every building permit that is issued within the permit area.
 2) During the Polk County Fair and Household Hazardous Waste Events, a display is set up that has information about where stormwater goes, "Auto Care", "Rain Barrels", and "Vegetation Filter Strips". The display can be found in Attachment E.

35. Was outreach to construction site operators working within your community offered during this reporting year?
Schedule A.3.a.v

Yes No

36. Total number during the permit term: 1 (Attachment J is handed out with every building permit within the permit area)

37. Identify and describe the assessment/evaluation of, at least, one education and outreach activity that occurred during this reporting year. Include the assessment process or metric for evaluation, and why this activity was considered successful. *Schedule A.3.a.vi*

A series of questions/answers were developed for evaluating the education and outreach activities. This year's evaluation was focused on the Stormwater handout (Attachment J) that is given out with every permit issued within the permit area. Attachment H includes the assessment that was performed this year.

38. Will the assessment be used to inform future stormwater education and outreach efforts? *Schedule A.3.a.vi*

Yes No

39. Provide an explanation:

Attachment H will be used and expanded on for future assessments/evaluations of outreach activities.

Public Involvement and Participation

39. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.b*
Publicly accessible website was updated and maintained; draft SWMP document requested public comment; adopt-a-road stewardship opportunity was enhanced to increase public involvement.

40. Were the required components in place by the implementation date? *Schedule A.3.b.i*

Yes No (Implementation date: Feb. 28, 2020 for Existing Registrants and Sept. 1, 2023 for New Registrants)

41. Is the SWMP Document posted on a publicly accessible website? *Schedule A.3.b.ii*

Yes No

42. Was the publicly accessible website updated during this reporting year? *Schedule A.3.b.ii*

Yes No

If necessary, provide an explanation:

Updated components of Illicit Discharge reporting, included draft SWMP document for public comments, verified all links are working, updated staff contact information, included relevant training opportunities as they became available.

43. Does the publicly accessible website include illicit discharge complaint/reporting information or procedures? *Schedule A.3.b.ii.A*

Yes No

If necessary, provide an explanation:

44. Does the publicly accessible website include draft documents issued for public comment, final reports, plans and other official SWMP policy documents? *Schedule A.3.b.ii.B*

Yes No

If necessary, provide an explanation:

45. Does the publicly accessible website include links to all ordinances, policies and/or guidance documents related to the construction and post-construction stormwater management control programs, including education, training, licensing, and permitting? *Schedule A.3.b.ii.C*

Yes No

If necessary, provide an explanation:

46. Does the publicly accessible website include contact information for relevant staff, including phone numbers, mailing addresses and email addresses? *Schedule A.3.b.ii.D*

Yes No

If necessary, provide an explanation:

47. During this reporting year, was a stewardship opportunity created or partnered with another entity? *Schedule A.3.b.iii*

Yes No

If "Yes", summarize the stewardship opportunity(s).

BMP 3.2 in Draft SWMP (See Attachment A). Adopt-A-Road Program, increase participation by publishing one advertisement in the local newspaper annually (See Attachment G).

Illicit Discharge Detection and Elimination

48. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.c*

Began discussions with our Public Works Department about updating our MS4 map, such as doing future survey work; started a draft of escalating enforcement and response procedures, still needs work on the "escalating" component (See attachment I); began discussions with the Public Works Department on a strategy for scheduling dry-weather screening inspections, documentation, etc.

49. Were the required components in place by the implementation date? *Schedule A.3.c.i*

Yes No (Implementation date: Feb. 28, 2022 for Existing Registrants and Sept. 1, 2023 for New Registrants)

50. Is the MS4 map(s) current? *Schedule A.3.c.ii.A*

Yes No

51. Describe the MS4 map(s) format(s):

A geodatabase includes some locations, but needs to be updated to contain all of the requirements in *Schedule A.3.c.ii.A*.

52. Is the MS4 map(s) included as attachment? Yes No

Or are the digital shapefiles available for electronic submittal? Yes No

(Existing Registrants must submit their MS4 map with the third Annual Report; New Registrants must submit by Sept. 1, 2023)

If necessary, provide an explanation:

Included is a sample of the MS4 map. However, the attributes, labeling, and data all need work.

53. Is the digital inventory of all known outfalls, with the associated receiving waterbody current? *Schedule A.3.c.ii.B*

Yes No

If necessary, provide an explanation:

A geodatabase includes some locations, but needs to be updated to contain all of the requirements in *Schedule A.3.c.ii.B*.

54. Indicate if the following features are included on your MS4 map:

- Location of all known outfalls, including the requirements in *Schedule A.3.c.ii.B*
- Stormwater collection and conveyance system, including the requirements in *Schedule A.3.c.ii.C*
- Stormwater structural controls, including the requirements in *Schedule A.3.c.ii.C*
- Location of known chronic discharges *Schedule A.3.c.ii.D*

If necessary, provide an explanation:

Our digital inventory shows some locations, but needs to be updated to contain all of the requirements in *Schedule A.3.c.ii*.

55. Have non-stormwater discharges into the MS4 been prohibited through enforcement of an ordinance or other regulatory mechanism? *Schedule A.3.c.iii*

Yes No

If necessary, provide an explanation:

Polk County Code of Ordinances Chapter 43.057, Attachment C

56. Indicate which of the following have an ordinance or other regulatory mechanism to prohibit discharge to the MS4: *Schedule A.3.c.iii*

- Septic, sewage, and dumping or disposal of liquids or materials other than stormwater into the MS4
- Discharges of washwater resulting from the hosing or cleaning of gas stations, auto repair garages, or other types of automotive services facilities
- Discharges resulting from the cleaning, repair, or maintenance of any type of equipment, machinery, or facility, including motor vehicles, cement-related equipment, and port-a-potty servicing, etc.
- Discharges of washwater from mobile operations, such as mobile automobile or truck washing, steam cleaning, power washing, and carpet cleaning, etc.
- Discharges of washwater from the cleaning or hosing of impervious surfaces in municipal, industrial, commercial, or residential areas (including parking lots, streets, sidewalks, driveways, patios, plazas, work yards and outdoor eating or drinking areas, etc.) where detergents are used and spills or leaks of toxic or hazardous materials have occurred (unless all spilled material has been removed)
- Discharges of runoff from material storage areas, which contain chemicals, fuels, grease, oil, or other hazardous materials from material storage areas
- Discharges of pool or fountain water containing chlorine, biocides, or other chemicals; discharges of pool or fountain filter backwash water
- Discharges of sediment, unhardened concrete, pet waste, vegetation clippings, or other landscape or construction-related wastes
- Discharges of trash, paints, stains, resins, or other household hazardous wastes
- Discharges of food-related wastes (grease, restaurant kitchen mat and trash bin washwater, etc.)

If necessary, provide an explanation:

Polk County Code of Ordinances Chapter 43.057, Attachment C

57. Is the written escalating enforcement and response procedure included as an attachment? *Schedule A.3.c.iv*

Yes No

(For Existing Registrant must be submitted with the third Annual Report. New Registrants must submit by September 1, 2023)

If necessary, provide an explanation:

Not yet completed, but a draft of procedures has been included as Attachment I, still needs work on the "escalating" component.

58. Is there a phone number, webpage, and/or other communication channel publicized for the public use to report illicit discharges? *Schedule A.3.c.v.A*

- Phone number(s)
- Webpage(s)
- Other communication channels

If necessary, provide an explanation:

Complaints are handled through Polk County's Code Enforcement, which could be routed to other Departments/Divisions based on the nature of the complaint (i.e Public Works Department, Environmental Health Division, etc.)

59. Provide the number of complaints received during this reporting year. *Schedule A.3.c.v.D*

Number: 0 (complaints related to IDDE)

60. On average, how long did it take to respond to complaints? *Schedule A.3.c.v.B*

In working days:

N/A, no complains have been submitted within the permit area. During our DEQ inspection, there appeared to be some concerns about the fact that no complaints were submitted and that it might be due to people not knowing where complaints need to be directed. We believe that the reason complaints aren't submitted is due to the size of our permit area being very small (around 1,000 acres). This area also does not have very much development because subdivisions are prohibited and the minimum parcel size ranges from 1-5 acres. The area is almost entirely zoned residential, so we do not see any complaints related to commercial or industrial types of IDDE.

61. Provide the number of complaints that included notification of the Oregon Emergency Response System during this reporting year. *Schedule A.3.c.v.B*

Number of notification: 0

N/A, no complains have been submitted.

62. Provide the number of complaints where staff performed an investigation during this reporting year. *Schedule A.3.c.v*

Number: 0 (investigations related to IDDE)

63. On average, how long did it take to conduct an initial investigation? *Schedule A.3.c.v.B*

In working days:

N/A, no complains have been submitted.

64. Provide the number of illicit discharges discovered and eliminated during this reporting year. *Schedule A.3.c.v*

Number: 0

65. On average, how long did it take to eliminate an illicit discharge? *Schedule A.3.c.v.B*

In working days:

N/A, no complains have been submitted.

66. Provide the number times escalating enforcement procedure was used to eliminate illicit discharge during this reporting year. *Schedule A.3.c.v.D*

Number of times: 0

Do any of the illicit discharges involve the repair or replacement of the wastewater and/or storm sewer conveyance systems? *Schedule A.3.c.v.B*

Yes No NA

If necessary, provide an explanation:

67. Provide the number of illicit discharges that were referred to another entity during this reporting year. *Schedule A.3.c.v.C*

Number: 0

68. On average, how long did it take to notify the entity(s)?

In working days:

if necessary, provide an explanation:

N/A, no complains have been submitted.

69. Indicate which of the following are included in the complaints or reports tracking documentation: *Schedule A.3.c.v.D*

Date the complaint was received and, if available, the complainant's name and contact information

Name of staff responding to the complaint

- Date the investigation was initiated
- The outcome of the staff investigation
- Corrective action(s) taken to eliminate the illicit discharge
- The responsible party for the corrective action(s)
- The status of enforcement procedure(s), when necessary
- The date the corrective action(s) was completed and staff who evaluated final compliance

If necessary, provide an explanation:

70. Provide percentage of outfalls inspected. *Schedule A.3.c.vi.A/B*

Known outfalls screened this reporting year: 0

71. Known outfalls screened during the permit term: 0

If necessary, provide an explanation:

Will be implemented in the future, prior to the required implementation date. Currently, working on a strategy for updating MS4 map/outfall locations, scheduling inspections, documentation, etc.

72. Provide percentage of outfalls inspected as part of field screening of priority location. *Schedule A.3.c.vi.C*

Priority location outfalls screened this reporting year: 0

73. Priority location outfalls screened during the permit term: 0

If necessary, provide an explanation:

Will be implemented in the future. Currently working on a strategy for updating MS4 map/outfall locations, scheduling inspections, documentation, etc.

74. Indicate which of the following dry-weather field screening activities have been performed in the last year: *Schedule A.3.c.vi*

- General observation
- Field Screening and Analysis
- Pollutant Parameter Action Levels
- Laboratory Analysis

If necessary, provide an explanation:

75. If flow is observed and the source is unknown, provide a brief description of the field investigation and analysis process. *Schedule A.3.c.vi.D-G*

Will be implemented in the future. Currently working with the Public Works Department on a strategy for developing procedures to implement *Schedule A.3.c.vi.D,E,G*

76. Have pollutant parameter action levels been established and are they included as an attachment? *Schedule A.3.c.vi.F*

Yes No

(For Existing Registrant must be submitted with the third Annual Report. New Registrants must submit by September 1, 2023)

If necessary, provide an explanation:

77. Are all persons responsible for investigating and eliminating illicit discharges and illicit connections into the MS4 appropriately trained to conduct such activities? *Schedule A.3.c.vii*

Yes No

If necessary, provide an explanation:

As the IDDE program evolves, training procedures will need to be updated as well.

78. Are all new staff working to implement the IDDE program trained within 30 days of their assignment to this program? *Schedule A.3.c.vii*

Yes No

If necessary, provide an explanation:

As the IDDE program evolves, training procedures will need to be updated as well.

Construction Site Runoff Control

79. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.d*

The Building Division requires all applicable DEQ stormwater permits (Attachment F) and Post-Construction Runoff Plan prior to the issuance of building permits for any project that disturbs more than 1-acre (or part of a larger common plan disturbing more than 1-acre), which is implemented through PCCO 80.133 (Attachment D). In addition, conditions of approval can be imposed through the land use process when there are concerns about construction site runoff.

80. Were the required components in place by the implementation date? *Schedule A.3.d.i*

Yes No (Implementation date: Feb. 28, 2023 for Existing Registrants and Sept. 1, 2023 for New Registrants)

Notes: Will be completed prior to the implementation date.

81. Do ordinances or other regulatory mechanisms require erosion controls, sediment controls, and waste materials management controls to be used and maintained at all qualifying construction projects? *Schedule A.3.d.ii*

Yes No NA

If necessary, provide an explanation:

PCCO 80.133 (Attachment D). This will need to be updated to comply with the new permit requirements.

82. Indicate the minimum land disturbance where construction site operators are required to complete and implement an Erosion and Sediment Control Plan (ESCP) for construction project sites: *Schedule A.3.d.ii*

In square feet or portion of an acre: ft² , acres

If necessary, provide an explanation:

PCCO 80.133 specifies 1-acre. This will need to be updated to comply with the new permit requirements.

83. For construction projects that disturb one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres), provide a brief description how these projects are referred to DEQ or the appropriate DEQ agent, to obtain a NPDES Construction Stormwater General Permit. *Schedule A.3.d.iii*

Land Use Compatibility Statements (LUC's), Land Use Decisions/Conditions of Approval, During the Building permit process.

84. Provide the written specifications that address the proper installation and maintenance of such controls during all phases of construction activity as an attachment *Schedule A.3.d.iv*

Attached: Yes No

If necessary, provide an explanation:

PCCO 80.133, this will need to be updated to comply with all requirements of *Schedule A.3.d.iv*

85. Provide the Erosion and Sediment Control Plan template as an attachment. *Schedule A.3.d.iv.A*

Attached: Yes No

If necessary, provide an explanation:

<p>PCCO 80.133, this will need to be updated to comply with all requirements of <i>Schedule A.3.d.iv</i></p> <p>86. Indicate which of the following are required for qualifying construction projects: <i>Schedule A.3.d.iv</i></p> <ul style="list-style-type: none"><input type="checkbox"/> Site operator required to complete a ESCP template prior to beginning construction/land disturbance<input type="checkbox"/> Site operator required to keep the ESCP on site<input type="checkbox"/> Site operator required to maintain and update the ESCP as site conditions change, or as needed.<input type="checkbox"/> Site operator required to provide the ESCP to the permit registrant, DEQ, or another administrating entity <p>If necessary, provide an explanation: N/A- T.B.D.</p> <p>PCCO 80.133, this will need to be updated to comply with all requirements of <i>Schedule A.3.d.iv</i></p>
<p>87. ESCPs [from construction projects that will result in land disturbance of one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres)] are reviewed using a checklist or similar document to determine compliance. <i>Schedule A.3.d.v</i></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>88. Provide the ESCP review template or checklist as an attachment. <i>Schedule A.3.d.v</i></p> <p>Attached: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>89. Indicate the minimum land disturbance where you require the ESCP to be reviewed, if different than one acre: ft² <input type="checkbox"/>, acres <input checked="" type="checkbox"/></p> <p>If necessary, provide an explanation: PCCO 80.133 specifies 1-acre. This will need to be updated to comply with the new permit requirements.</p>
<p>90. All construction projects [that will result in land disturbance of one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres)] are expected or scheduled to be inspected at least once per permit term. <i>Schedule A.3.d.vi.A.1</i></p> <p>Indicate the number of inspections completed to comply with this requirement during this reporting year: 0</p> <p>Indicate the number of inspections completed to comply with this requirement during the permit term: 0</p> <p>If necessary, provide an explanation:</p> <p>This will need to be updated to comply with the new permit requirements.</p>
<p>91. Are construction projects with visible sediment in stormwater/dewatering discharge or when a complaint is received inspected? <i>Schedule A.3.d.vi.A.2</i></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>92. Indicate number of projects that were inspected based on this inspection trigger: If necessary, provide an explanation:</p> <p>If a complaint were submitted, it would be investigated, but updates need to be completed for inspections/procedures to be in compliance with <i>Schedule A.3.d.vi.A.2</i></p>
<p>93. Indicate the total number of construction projects that were inspected this monitoring year: 0</p> <p>94. Indicate the total number of construction projects that were inspected during the permit term: 0</p>
<p>95. Indicate which of the following are documented during an inspection: <i>Schedule A.3.d.vi.B</i></p> <ul style="list-style-type: none"><input type="checkbox"/> That the ESCP is reviewed to determine if the described<input type="checkbox"/> Control measures were installed, implemented, and maintained appropriately<input type="checkbox"/> Assessment of the site's compliance with the ordinances or requirements<input type="checkbox"/> Visual observation of any existing or potential non-stormwater discharges, illicit connections, and/or discharge of pollutants from the site<input type="checkbox"/> Recommendations to the construction site operator for follow-up

Education or instruction provided to the site operator related to stormwater pollution prevention practices
If necessary, provide an explanation:
T.B.D.

96. If available, provide a copy of the written or electronic inspection report form. *Schedule A.3.d.vi.B*
Attached: Yes No

97. For Existing Large Communities: Indicate the number of new construction projects inspected that disturb less one acre during this monitoring year. Is this number at least 25% of the qualifying new construction sites? *Schedule A.3.d.vi.C*

If necessary, provide an explanation:

N/A, we area a Small Community (County)

98. Provide the written escalating enforcement and response procedure as an attachment. *Schedule A.3.d.vii*

Yes No

(For Existing Registrant must be submitted with the third Annual Report. New Registrants must submit by September 1, 2023)

If necessary, provide an explanation:

Will be submitted with the third Annual Report.

99. Was the escalating enforcement procedure used to achieve compliance at any construction projects? *Schedule A.3.d.vii*

Yes No

Indicate number of times during this reporting year: 0

100. Indicate number of times during the permit term: 0

If necessary, provide an explanation:

This will need to be updated to comply with the new permit requirements.

We do not have very much construction within the permit area due to zoning regulations and an Intergovernmental Agreement with the City of Salem that prohibits subdivisions.

101. Were all persons responsible for ESCP reviews, site inspections, and enforcement appropriately trained to conduct such activities? *Schedule A.3.d.viii*

Yes No

If necessary, provide an explanation:

This will need to be updated to comply with the new permit requirements.

102. Were all new staff working to implement the construction site runoff control program appropriately trained within 30 days of their assignment to this program? *Schedule A.3.d.viii*

Yes No

This will need to be updated to comply with the new permit requirements.

Post-Construction Site Runoff for New Development and Redevelopment

103. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.e*

We have discussed some of these requirements this with our Building Official, who has begun researching what other jurisdictions are doing.

104. Were the required components in place by the implementation date? *Schedule A.3.e.i*

Yes No (Implementation date: Feb. 28, 2023 for Existing Registrants and Sept. 1, 2023 for New Registrants)

105. For projects creating or replacing impervious area, indicate the area (or threshold) where the site is required to implement the post-construction site runoff program requirements: *Schedule A.3.e.ii*

In square feet: ft²

If necessary, provide an explanation:

PCCO 80.133 (Attachment D) includes some requirements regarding impervious surface (i.e. parking lots).

106. Indicate which of the following are required at qualifying sites: *Schedule A.3.e.ii*

The use of stormwater controls

A site-specific stormwater management approach that targets natural surface or predevelopment hydrological function through the installation and long-term operation and maintenance of stormwater controls

Long-term O&M of stormwater controls at project sites that are under the ownership of a private entity

If necessary, provide an explanation:

We have begun discussions regarding potential legal/jurisdictional boundaries that might be problematic for requiring long-term O&M of privately owned stormwater controls. Our Building Official has begun doing some research on how this might be implemented in the future (i.e. easements). PCCO 80.133 (Attachment D)

107. Were ordinance(s), code(s) and development standards reviewed to identify, minimize or eliminate barriers that inhibit design and implementation techniques intended to minimize impervious surfaces and reduce stormwater runoff? *Schedule A.3.e.iii*

Yes No

108. If barriers were identified or if necessary, provide an explanation:

T.B.D.

109. Provide an explanation of the timeline for removal of barriers or if removal is outside your authority:

T.B.D.

110. Indicate which of the following technical standards are used to determine the retention requirement: *Schedule A.3.e.iv.A*

Volume-based method

Storm event percentile-based method

Annual average runoff-based method

If necessary, provide an explanation:

The retention requirements are yet to be determined.

111. For projects that are unable to meet the retention requirement, is the remainder of the rainfall/runoff treated prior to discharge with a structural stormwater control? *Schedule A.3.e.iv.B*

Yes No

112. Was the stormwater structural control designed to remove, at minimum, 80 percent of the total suspended solids?

Yes No

If necessary, provide an explanation:
Not yet required to be implemented.

113. Are the allowable structural stormwater controls and specifications available for review? *Schedule A.3.e.iv.C*

Yes No

114. Indicate if they are attached or the location where they can be viewed:

Attached

Location: PCCO 80.133 (Attachment D)

If necessary, provide an explanation:
Needs to be updated to comply with *Schedule A.3.e.iv.C*

115. Have alternatives for projects complying with the retention requirement been approved? *Schedule A.3.e.iv.D*

Yes No

116. If yes, are the written technical justifications evaluated? *Schedule A.3.e.iv.D*

Yes No

117. Provide a brief description of the factors of technical infeasibility or site constraints that prevented the on-site management of the runoff amount stipulated in the stormwater retention requirement or a portion thereof.
Schedule A.3.e.iv.D

If necessary, provide an explanation:
We have started having discussions about site constraints, but more evaluation will need to be completed for this requirement.

118. Before the allowance of alternative compliance, were mitigation options established? *Schedule A.3.e.iv.E*

Yes No

If necessary, provide an explanation:

T.B.D.

119. If applicable, indicate which of the following mitigation options have been used and provide a narrative description of the implementation of the mitigation option? *Schedule A.3.e.iv.E*

- Off-Site Mitigation
- Groundwater Replenishment Projects
- Treatment Equivalent to the Retention Requirement

If necessary, provide an explanation:
N/A

120. Was a procedure developed for the review and approval of structural stormwater control plans for new development and redevelopment projects? *Schedule A.3.e.v*

Yes No

If necessary, provide an explanation:
T.B.D.

121. Indicate the minimum land disturbance or creation of new impervious area where plans are required to be reviewed: ft² , acres of land disturbance creation of new impervious area

122. Are all sites that use alternative compliance to meet the retention requirement reviewed?

Yes No

If necessary, provide an explanation:
T.B.D.

123. Indicate if an inventory and implementation strategy is used to ensure that all stormwater controls are operated and maintained to meet the site performance standard in Schedule A.3.e.iv of the permit? *Schedule A.3.e.vi*

Yes No

If necessary, provide an explanation:

T.B.D. We have discussed requiring an easement.

124. Indicate which of the following strategies have been developed to ensure that all stormwater controls are operated and maintained to meet the site performance standard in Schedule A.3.e.iv. *Schedule A.3.e.vi*

- Legal authority to inspect and require effective operation and maintenance of privately owned and operated stormwater controls
- Inspection procedures and an inspection schedule to ensure compliance with the O&M requirements of each stormwater control operated by the permit registrant and by other private entities
- A tracking mechanism for documenting inspections and the O&M requirements for each stormwater control
- Reporting requirements for privately owned and operated stormwater controls that document compliance with the O&M requirement in Schedule A.3.f.

If necessary, provide an explanation:

We have begun discussions regarding potential legal/jurisdictional boundaries that might be problematic for requiring long-term O&M of privately owned stormwater controls. Our Building Official has begun doing some research on how this might be implemented in the future (i.e easements).

125. Are the location of all public and private stormwater controls installed during this permit term are documented on the MS4 Map? *Schedule A.3.e.vi*

Yes No

If necessary, provide an explanation:

126. Were all persons responsible for performing post-construction runoff site plan reviews, administrating the alternative compliance program, or performing O&M practices or evaluating compliance with long-term O&M requirements appropriately trained to conduct such activities? *Schedule A.3.e.vii*

Yes No

If necessary, provide an explanation:

As the post-construction runoff site plan requirements evolve, training procedures will need to be updated as well.

127. Were all new staff working to implement the post-construction site runoff for new development and redevelopment program appropriately trained within 30 days of their assignment to this program? *Schedule A.3.e.vii*

Yes No

If necessary, provide an explanation:

As the post-construction runoff site plan requirements evolve, training procedures will need to be updated as well.

Pollution Prevention and Good Housekeeping for Municipal Operations

128. Provide a brief summary of the overall progress towards implementation of this control measure. *Schedule A.3.f*
Polk County Public Works has developed its Operation and Maintenance Plan.

129. Were the required components in place by the implementation date? *Schedule A.3.f.i*

Yes No (Implementation date: Feb. 28, 2022 for Existing Registrants and Sept. 1, 2023 for New Registrants)

Will be implemented by the required dates.

130. Were O&M strategies for existing controls developed for both permit registrant-owned controls and controls owned and operated by another entity discharging to the MS4? *Schedule A.3.f.ii*

Yes No N/A

If necessary, provide an explanation:

131. Indicate the percentage of catch basins inspected/cleaned: *Schedule A.3.f.iii*

Percentage inspected this reporting year: 0 ; Percentage cleaned:

132. If known, estimate of material removed: 0 units

133. Percentage inspected during the permit term: 0 ; Percentage cleaned:

134. If known, estimate of material removed: N/A units

If necessary, provide an explanation:

135. Indicate if a catch basin inspection prioritization system and/or an alternate inspection frequency has been established. *Schedule A.3.f.iii*

Yes No

If necessary, provide an explanation: The Operation and Maintenance Plan is currently under review.

136. During the permit term were existing procedures for inspection and maintenance schedules reviewed/updated to ensure pollution prevention and good housekeeping practices were conducted for the following activities? *Schedule A.3.f.iv*

- Pipe cleaning for stormwater and wastewater conveyance systems
- Cleaning of culverts conveying stormwater in roadside ditches
- Ditch maintenance
- Road and bridge maintenance
- Road repair and resurfacing including pavement grinding
- Dust control for roads and municipal construction sites
- Winter road maintenance, including salt or de-icing storage areas
- Fleet maintenance and vehicle washing
- Building and sidewalk maintenance including washing
- Solid waste transfer and disposal areas
- Municipal landscape maintenance
- Material storage and transfer areas, including fertilizer and pesticide, hazardous materials, used oil storage, and fuel
- Firefighting training activities
- Maintenance of municipal facilities including public parks and open space, golf courses, airports, parking lots, swimming pools, marinas, etc.

If necessary, provide an explanation:

The Operation and Maintenance Plan is currently under review.

137. Do any permit registrant-owned facilities have coverage under DEQ's 1200-Z Industrial Stormwater Discharge Permit? *Schedule A.3.f.v*

Yes No NA

If "Yes", provide DEQ File Number(s):

If necessary, provide an explanation:

138. Are practices in place to reduce the discharge of pollutants to the MS4 associated with the application and storage of pesticides and fertilizers? *Schedule A.3.f.vi*

Yes No

If necessary, provide an explanation:

PCPW does not apply fertilizer. Application of herbicide to paved areas in high density residential is prohibited except in surface prep such as slurry seals.

139. Are methods/practices in place to reduce the discharge of litter within the jurisdiction? *Schedule A.3.f.vii*

Yes No

If necessary, provide an explanation:

140. Are practices in place to ensure that collected material or pollutants removed in the course of maintenance are managed and disposed of in a manner such as to prevent such pollutants from entering the waters of the state in accordance with state and federal rules? *Schedule A.3.f.viii*

Yes No

If necessary, provide an explanation:

Polk County Public Works Operations and Maintenance Program's Best Management Practices.

141. Were all persons responsible for evaluating O&M practices, evaluating compliance with long-term O&M requirements or ensuring pollution prevention at facilities and during operations appropriately trained to conduct such activities? *Schedule A.3.f.ix*

Yes No

If necessary, provide an explanation:

Additional training will need to take place to be in compliance with *Schedule A.3.f.ix*.

142. Were all new staff working to implement the pollution prevention and good housekeeping for municipal operations program appropriately trained within 30 days of their assignment to this program? *Schedule A.3.f.ix*

Yes No

If necessary, provide an explanation:

Additional training will need to take place to be in compliance with *Schedule A.3.f.ix*.

Monitoring

If the requirement does not apply, mark "NA" and explain why it does not apply to you in the comments field.

143. Was municipal stormwater monitoring performed at outfall locations, in the receiving waterbody, or to demonstrate compliance with this permit? *Schedule B.3*

Yes No

N/A, the Permit Evaluation Report specifies that monitoring requirements are not required for small MS4's.

144. If "Yes" is the data included in the Annual Report?

Yes No

If necessary, provide an explanation:

Wood Village Monitoring Requirements

145. Provide a summary of the following to evaluate the control strategies established for the Lower Columbia Slough Phosphate, Lead, and Bacteria TMDLs: *Schedule D.1.b*

Phosphate: N/A, not in Polk County

Lead: N/A

Bacteria: N/A

146. Indicate which of the following were completed:

- For phosphate, monitor influent and effluent dissolved orthophosphate concentrations and total phosphate concentrations at a representative site in Fairview Lake (Reach 4) and Fairview Creek (Reach 5)
- For lead, estimates of the effectiveness of controls to remove TSS
- For bacteria, measuring E. coli concentrations and its distribution over flows (for example, flow duration intervals) to demonstrate compliance with E. coli criteria

If necessary, provide an explanation:

N/A, not in Polk County

Water Quality Standards

147. During this monitoring year was it determined or reported that the MS4 discharge caused or contributed to an excursion of an applicable water quality standard? *Schedule A.1.b*

Yes No

If necessary, provide an explanation:

148. How and when did the excursion of an applicable water quality standard occur? *Schedule A.1.b*

If necessary, provide an explanation: N.A.

149. Was the excursion self-reported or did DEQ send written notification? *Schedule A.1.b*

Self-reported: Yes No

If necessary, provide an explanation:

N.A.

150. Within 48 hours was an investigation started into the cause of the water quality excursion? *Schedule A.1.b.i*

Yes No

If necessary, provide an explanation:

N.A.

151. Within 30 days of becoming aware of the excursion, was DEQ notified in writing, if self-reporting? *Schedule A.1.b.ii*

Yes No

If necessary, provide an explanation:

N.A.

152. Within 60 days of becoming aware of or being notified of the excursion, was a report submitted to DEQ that documents the following: *Schedule A.1.b.iii*

- The results of the investigation, including the date the excursion was discovered
- A brief description of the conditions that triggered the violation or the cause
- Corrective actions taken or planned, including the date corrective action was completed or is expected to be completed

If necessary, provide an explanation:

N.A.

153. Were the corrective actions implemented in accordance with the schedule approved by DEQ? *Schedule A.1.b*

Yes No

If necessary, provide an explanation:

N.A.

154. Provide any additional comments or narrative description, if necessary:

N.A.