



Annual Report

Number	Permit Section	Question
1	S5.A	Attach a copy of any annexations, incorporations or boundary changes resulting in an increase or decrease in the Permittee's geographic area of permit coverage during the reporting period per S9.D.6. Not Applicable
2	S5.A	Attach updated annual Stormwater Management Program Plan (SWMP Plan). (S5.A.2) 2022_MLT_SWMP_FINAL_2_03292022113221
3	S5.A	Implemented an ongoing program to gather, track, and maintain information per S5.A.3, including costs or estimated costs of implementing the SWMP. Yes
4	S5.A.5.b	Coordinated among departments within the jurisdiction to eliminate barriers to permit compliance. (S5.A.5.b) Yes
5	S5.C.1.	Have you convened an interdisciplinary team to inform and assist in the development, progress, and influence of the comprehensive stormwater planning program? (S.5.c.1). August 1, 2020 Yes
15	S5.C.1.c	Continue to design and implement local development-related codes, rules, standards, or other enforceable documents to minimize impervious surfaces, native vegetation loss, and stormwater runoff, where feasible? See S5.C.1.c.i. (Required annually) Yes
16	S5.C.1.c	From the assessment described in S5.C.1.c.i(a), did you identify any administrative or regulatory barriers to implementation of LID Principles or LID BMPs? (Required annually) No
17	S5.C.1.d	Developed a watershed inventory as outlined in S5.C.1.d.i? (Submitted by March 31, 2022) Yes
17a	S5.C.1.d	Attach watershed inventory as described in S5.C.1.d.i. Item 17a_watershed inventory_17a_03252022153811
18	S5.C.1.d	Developed a receiving water prioritization method and process as described in S.5.C.1.d.ii(a)-(c)? (Required by June 30, 2022.) No

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20	S5.C.2	Did you choose to adopt one or more elements of a regional program? (S5.C.2) No
21	S5.C.2	Attach a description of general awareness efforts conducted, including your target audiences and subject areas, per S5.C.2.a.i. Item 21_S5.C.2_2021 general aw_21_01122022093701
23	S5.C.2	Developed a behavior change campaign that is tailored to the community in accordance with S5.C.2.a.ii(c)? (Required no later than February 1, 2021) Yes
23a	S5.C.2	Attach the strategy and schedule developed in accordance with S5.C.2.a.ii(c). Item 23a_2021 behavior change _23a_01122022093702
24	S5.C.2	Began implementing strategy outlined in S.5.C.2.a.ii(c) (S5.C.2.a.ii(d) – Required by April 1, 2021) Yes
26	S5.C.2	Promoted stewardship opportunities (or partnered with others) to encourage resident participation in activities such as those described in S5.C.2.a.iii. Yes
26a	S5.C.2	Attach a list of stewardship opportunities provided. Item 26a_S5.C.2_stewardship ac_26a_01122022092459
27	S5.C.3.	Describe in Comments field the opportunities created for the public, including overburdened communities, to participate in the decision-making processes involving the development, implementation, and updates of the Permittee's SWMP and the SMAP. (S5.C.3.a) All city council and planning commission meetings (including those where decisions are made on the city's stormwater work plan and budget) are open to the public. City code changes require public work/study sessions, meetings, public hearings and involve other forms of public notice (a 60 day notification period through the WA Department of Commerce and a posting in The Everett Herald.) Public meetings are publicized through physical postings, on the city website, and are covered by Mountlake Terrace's online newspaper, MLT News. The city invites the public to review and comment on the SWMP via the city website and through MLT News, Twitter, Instagram, and Facebook. Residents and elected officials from Mountlake Terrace, Shoreline, Edmonds, and Lake Forest Park participate in decision-making for the Lake Ballinger-McAleer Creek Watershed through the Ballinger Forum. The Ballinger Invasive Control citizen steering committee directed 2021 invasive weed control work in Lake Ballinger.
28	S5.C.3.	Posted the updated SWMP Plan and latest annual report on your website no later than May 31. (S5.C.3.b) Yes
28a	S5.C.3.	List the website address in Comments field. https://www.cityofmlt.com/367/Reports-Plans-and-Documents

Number	Permit Section	Question
29	S5.C.4.	Maintained a map of the MS4 including the requirements listed in S5.C.4.a.i-vii? Yes
30	S5.C.4.	Started mapping outfall size and material in accordance with S5.C.4.b.i? (Required no later than January 1, 2020) Yes
30a	S5.C.4.	Attach a spreadsheet that lists the known outfalls' size and material(s). Item 30a, Known Outfalls Size _30a_12292021142631
31	S5.C.4.	Completed mapping connections to private storm sewers in accordance with S5.C.4.b.ii? (Required no later than August 1, 2023) Yes
32	S5.C.4.	Developed an electronic format for map, with fully described mapping standards in accordance with S5.C.4.c? (Required no later than August 1, 2021) Yes
33	S5.C.5	Informed public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste? (S5.C.5.b) Yes
33a	S5.C.5	Actions taken to inform public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste. The stormwater program manager meets regularly with all city staff whose regular tasks may bring them into contact with illicit discharges or improper disposal of waste. During these meetings, spill kits are distributed, training on how to identify and respond to spills is delivered, and any questions on spill prevention and cleanup are addressed. Businesses are provided with spill kits and information on spill prevention and cleanup. Mobile businesses receive special outreach to provide customized information and resources for hazards associated with mobile work such as carpet cleaning, pressure/power washers, automotive washing/detailing, steam cleaning, and pet care services. The general public receives information on illicit discharge hazards and how best to dispose of waste through the city website, pet waste disposal signs posted around the city, regular articles in the quarterly city newsletter "City Happenings", articles in MLT News, and through social media outreach.
34	S5.C.5	Implemented an ordinance or other regulatory mechanism to effectively prohibit non-stormwater, illicit discharges as described in S5.C.5.c. Yes
35	S5.C.5	Implemented procedures for conducting illicit discharge investigations in accordance with S5.C.5.d.i. Yes
35a	S5.C.5	Cite field screening methodology in Comments field. Mountlake Terrace follows the outfall inspections and catch basin/manhole inspection methodologies described in ILLICIT CONNECTION AND ILLICIT DISCHARGE FIELD SCREENING AND SOURCE TRACING GUIDANCE MANUAL, MAY 2020 REVISION. (Prepared by Herrera Environmental Consultants, Inc. and Aspect Consulting, LLC.)

Number	Permit Section	Question
36	S5.C.5	Percentage of MS4 coverage area screened in the reporting year per S5.C.5.d.i. (Required to screen 12% on average each year.) 25
36a	S5.C.5	Cite field screening techniques used to determine percent of MS4 screened. Outfall inspection methodology as described in the ICID Field Screening and Source Tracing Guidance Manual (May 2020 version) by Herrera and Aspect was used in the Hall Creek and Scriber Creek basins. The area of these basins combined was 1.021 square miles. This represents 24.5% of the total square miles of Mountlake Terrace.
37	S5.C.5	Percentage of total MS4 screened from permit effective date through the end of the reporting year. (S5.C.5.d.i.) 100
38	S5.C.5	Describe how you publicized a hotline telephone number for public reporting of spills and other illicit discharges in the Comments field. (S5.C.5.d.ii) The city responds to and investigates all calls on illegal dumping, spills, illicit discharges, and illicit connections, including calls received through the city's hotline. The hotline allows citizens to report illicit discharges or illicit dumping within city limits. The hotline phone number is (425) 670-8264. During the hours of 7 AM – 3:30 PM Monday through Friday, the hotline is managed by Public Works. Outside of these hours, spills are referred to 911, and are routed to on-call operations and maintenance staff through Snohomish County 911, or through Mountlake Terrace's police dispatch. All hotline calls are documented and receive follow-up. The hotline is listed prominently in several locations on the city's website and regularly promoted through city newsletters and other typical outlets for information to the public.
39	S5.C.5	Implemented an ongoing illicit discharge training program for all municipal field staff per S5.C.5.d.iii. Yes
40	S5.C.5	Implemented an ongoing program to characterize, trace, and eliminate illicit discharges into the MS4 per S5.C.5.e. Yes
41	S5.C.5	Municipal illicit discharge detection staff are trained to conduct illicit discharge detection and elimination activities as described in S5.C.5.f. Yes
42	S5.C.5	Attach a report with data describing the actions taken to characterize, trace, and eliminate each illicit discharge reported to, or investigated by, the Permittee as described in S5.C.5.g. The submittal must include all of the applicable information and must follow the instructions, timelines, and format described in Appendix 12. Imported from WQWebIDDE
43	S5.C.6.	Implemented an ordinance or other enforceable mechanism to effectively address runoff from new development, redevelopment, and construction sites per the requirements of S5.C.6.b.i-iii. Yes

Number	Permit Section	Question
44	S5.C.6.	Revised ordinance or other enforceable mechanism to effectively address runoff from new development, redevelopment, and construction sites per the requirements of S5.C.6.b.i-iii. (Required no later than June 30, 2022) Yes
44a	S5.C.6.	Cite code reference in Comments field. Mountlake Terrace Municipal Code Chapter 16.20 (Stormwater)
45	S5.C.6.	Number of adjustments granted to the minimum requirements in Appendix 1. (S5.C.6.b.i. and Section 5 of Appendix 1) 0
46	S5.C.6.	Number of exceptions/variances granted to the minimum requirements in Appendix 1. (S5.C.6.b.i., and Section 6 of Appendix 1) 0
47	S5.C.6.	Reviewed Stormwater Site Plans for all proposed development activities that meet the thresholds adopted pursuant to S5.C.6.b.i. (S5.C.6.c.i) Yes
47a	S5.C.6.	Number of site plans reviewed during the reporting period. 11
48	S5.C.6.	Inspected, prior to clearing and construction, permitted development sites per S5.C.6.c.ii, that have a high potential for sediment transport as determined through plan review based on definitions and requirements in Appendix 7 – Determining Construction Site Sediment Damage Potential? Yes
48a	S5.C.6.	If no, inspected, prior to clearing and construction, all construction sites meeting the minimum thresholds (S5.C.6.c.ii)? Comment: Inspected all construction sites for adequate erosion control measures.
49	S5.C.6.	Inspected permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls per S5.C.6.c.iii. Yes
49a	S5.C.6.	Number of construction sites inspected per S5.C.6.c.iii. 14
49b	S5.C.6.	Inspected stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments every 6 months per S5.C.6.c.iv? Yes
50	S5.C.6.	Inspected all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater facilities. (S5.C.6.c.v) Yes

Number	Permit Section	Question
51	S5.C.6.	Verified a maintenance plan is completed and responsibility for maintenance is assigned for projects prior to final approval and occupancy being granted. (S5.C.6.c.v) Yes
52	S5.C.6.	Number of enforcement actions taken during the reporting period (based on construction phase inspections at new development and redevelopment projects). (S5.C.6.c.ii-iv)(S5.C.7.c.viii) 0
53	S5.C.6.	Achieved at least 80% of scheduled construction-related inspections. (S5.C.6.c.vi) Yes
54	S5.C.6.	Made Ecology's Notice of Intent for Construction Activity and Notice of Intent for Industrial Activity available to representatives of proposed new development and redevelopment? (S5.C.6.d) Yes
55	S5.C.6.	All staff whose primary job duties are implementing the program to control stormwater runoff from new development, redevelopment, and construction sites including permitting, plan review, construction site inspections, and enforcement are trained to conduct these activities? (S5.C.6.e) Yes
56	S5.C.7.	Implemented maintenance standards that are as protective, or more protective, of facility function than those specified in the Stormwater Management Manual for Western Washington or a Phase I program approved by Ecology per S5.C.7.a? Yes
57	S5.C.7.	Updated maintenance standards specified in Stormwater Management Manual for Western Washington per S5.C.7.a? (Required no later than June 30, 2022) Yes
58	S5.C.7.	Applied a maintenance standard for a facility or facilities which do not have maintenance standards specified in the Stormwater Management Manual for Western Washington? If so, note in the Comments field what kinds of facilities are covered by this alternative standard. (S5.C.7.a) No
59	S5.C.7.	Verified that maintenance was performed per the schedule in S5.C.7.a.ii when an inspection identified an exceedance of the maintenance standard. Yes
59a	S5.C.7.	Attach documentation of maintenance time frame exceedances that were beyond the Permittee's control. Not Applicable
60	S5.C.7.	Implemented an ordinance or other enforceable mechanisms to verify long-term operation and maintenance of stormwater treatment and flow control BMPs/facilities regulated by the permittee per (S5.C.7.b.i (a))? Yes

Number	Permit Section	Question
61	S5.C.7.	Annually inspected stormwater treatment and flow control BMPs/facilities regulated by the Permittee per S5.C.7.b.i(b) Yes
61a	S5.C.7.	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.7.b.i (b) Not Applicable
62	S5.C.7.	Achieved at least 80% of scheduled inspections to verify adequate long-term O&M. (S5.C.7.b.ii) Yes
63	S5.C.7.	Annually inspected all municipally owned or operated permanent stormwater treatment and flow control BMPs/facilities. (S5.C.7.c.i) Yes
63a	S5.C.7.	Number of known municipally owned or operated stormwater treatment and flow control BMPs/facilities. (S5.C.7.c.i) 66
63b	S5.C.7.	Number of facilities inspected during the reporting period. 66
63c	S5.C.7.	Number of facilities for which maintenance was performed during the reporting period. 23
64	S5.C.7.	If using reduced inspection frequency for the first time during this permit cycle, attach documentation per S5.C.7.c.i. Not Applicable
65	S5.C.7.	Conducted spot checks and inspections (if necessary) of potentially damaged stormwater facilities after major storms as per S5.C.7.c.ii. Not Applicable
66	S5.C.7.	Inspected municipally owned or operated catch basins and inlets every two years or used an alternative approach? Cleaned as needed? (S5.C.7.c.iii) Yes
66a	S5.C.7.	Number of known catch basins? 2305
66b	S5.C.7.	Number of catch basins inspected during the reporting period? 1153
66c	S5.C.7.	Number of catch basins cleaned during the reporting period? 484

Number	Permit Section	Question
67	S5.C.7.	Attach documentation of alternative catch basin cleaning approach, if used. (S5.C.7.c.iii. (a)-(c)) Not Applicable
68	S5.C.7.	Implemented practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the Permittee, and road maintenance activities under the functional control of the Permittee. (S5.C.7.d) Yes
69	S5.C.7.	Documented practices, policies, and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the Permittee, and road maintenance activities under the functional control of the Permittee. (S5.C.7.d – Required by December 31, 2022) Yes
69a	S5.C.7.	Cite documentation in Comments. Mountlake Terrace Stormwater Standard Operating Procedures
70	S5.C.7.	Implemented an ongoing training program for Permittee employees whose primary construction, operations or maintenance job functions may impact stormwater quality. (S5.C.7.e) Yes
71	S5.C.7.	Implemented a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the Permittee in areas subject to this Permit that are not required to have coverage under an NPDES permit that covers stormwater discharges associated with the activity. (S5.C.7.f) Yes
72	S5.C.7.	Updated, if needed, SWPPPs according to S5.C.7.f no later than December 31, 2022. Yes
73	S5.C.8	Adopted ordinance(s), or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with existing land uses and activities per S.5.C.8.b.i. (Required by August 1, 2022) Yes
73a	S5.C.8	Cite ordinance. (Required by August 1, 2022) Ordinance No. 2798 AN ORDINANCE OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON, AMENDING SECTION 16.20.020 OF THE MOUNTLAKE TERRACE MUNICIPAL CODE (MTMC) PERTAINING TO DEFINITIONS; AMENDING MTMC 16.20.060 PERTAINING TO APPLICABILITY OF MINIMUM REQUIREMENTS; ADOPTION OF A NEW MTMC 16.20.065 PERTAINING TO BASIN PLANS; AMENDING MTMC 16.20.080 PERTAINING TO MINIMUM REQUIREMENTS FOR DEVELOPMENT PROJECTS; AMENDING MTMC 16.20.100 PERTAINING TO MINIMUM REQUIREMENTS FOR DEVELOPMENT PROJECTS; AMENDING MTMC 16.20.150 PERTAINING TO VARIANCES; AMENDING MTMC 16.20.210 PERTAINING TO CIVIL PENALTIES; AMENDING MTMC 16.21.020 PERTAINING TO DEFINITIONS; AMENDING MTMC 16.21.070 PERTAINING TO THE USE OF BEST MANAGEMENT PRACTICES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

Number	Permit Section	Question
74	S5.C.8	Established an inventory per S5.C.8.b.ii. (Required by August 1, 2022.) Yes
74a	S5.C.8	Number of total sites identified for the inventory. 121
75	S5.C.8	Implemented an inspection program S5.C.8.b.iii (Required by January 1, 2023). Not Applicable
76	S5.C.8	Implemented a progressive enforcement policy per S5.C.8.b.iv (Required by January 1, 2023). Yes
77	S5.C.8	Attach a summary of actions taken to implement the source control program per S5.C.8.b.iii and S5.C.8.b.iv. Not Applicable
78	S5.C.8	Attach a list of inspections, per S5.C.8.b.iii, organized by the business category, noting the amount of times each business was inspected, and if enforcement actions were taken. Not Applicable
79	S5.C.8	Implemented an ongoing source control training program per S5.C.8.b.v? Not Applicable
80	S7	Complied with the Total Maximum Daily Load (TMDL)-specific requirements identified in Appendix 2. (S7.A) Yes
81	S7	For TMDLs listed in Appendix 2: Attach a summary of relevant SWMP and Appendix 2 activities to address the applicable TMDL parameter(s). (S7.A) Item 81_TMDL report for 2021 _81_03112022143220
82	S8	Submitted payment for cost-sharing for Stormwater Action Monitoring (SAM) status and trends monitoring no later than December 1, 2019 (S8.A.1); and no later than August 15 of each subsequent year? (S8.A.2.a.) Yes
84	S8	Submitted payment for cost-sharing for SAM effectiveness and source identification studies no later than December 1, 2019 (S8.B.1); and no later than August 15 of each subsequent year (S8.B.2.a or S8.B.2.c)? Yes
86	S8	If conducting stormwater discharge monitoring in accordance with S8.C.1, submitted a QAPP to Ecology no later than February 1, 2020? (S8.C.1.b and Appendix 9) Not Applicable

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87	S8	If conducting stormwater discharge monitoring in accordance with S8.C.1, attach a data and analysis report per S8.C.1. and Appendix 9. (Due annually beginning March 31, 2021.) Not Applicable
88	G3	Notified Ecology in accordance with G3 of any discharge into or from the Permittees MS4 which could constitute a threat to human health, welfare or the environment. (G3) Yes
89	G3	Took appropriate action to correct or minimize the threat to human health, welfare, and/or the environment per G3.A. Yes
90	Compliance with standards	Notified Ecology within 30 days of becoming aware that a discharge from the Permittee's MS4 caused or contributed to a known or likely violation of water quality standards in the receiving water. (S4.F.1) Yes
91	Compliance with standards	If requested, submitted an Adaptive Management Response report in accordance with S4.F.3.a. Not Applicable
92	Compliance with standards	Attach a summary of the status of implementation of any actions taken pursuant to S4.F.3 and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d) Not Applicable
93	G20	Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20) Yes
94	G20	Number of non-compliance notifications (G20) provided in reporting year. List permit conditions described in non-compliance notification(s) in Comments field. 0

Attachments:

View Files Attached to Submission

	DocDescr	DocName	DocExt	DocID	SubID	AppName
View	WAR045531_2_03292022113221	2022_MLT_SWMP_FINAL_2_03292022113221	.pdf	1233505	1774128	wqwebportal
View	Submitted Copy of Record for City of Mountlake Terrace	Copy of Record CityofMountlakeTerrace Tuesday March 29 2022	.pdf	1233520	1774128	wqwebportal
View	Submitted Cover Letter for City of Mountlake Terrace	Cover Letter CityofMountlakeTerrace Tuesday March 29 2022	.pdf	1233521	1774128	wqwebportal
View	WAR045531_17a_03252022153811	Item 17a_watershed inventory_17a_03252022153811	.xlsx	1232874	1774128	wqwebportal
View	WAR045531_21_01122022093701	Item 21_S5.C.2_2021 general aw_21_01122022093701	.pdf	1202203	1774128	wqwebportal
View	WAR045531_23a_01122022093702	Item 23a_2021 behavior change_23a_01122022093702	.pdf	1202204	1774128	wqwebportal
View	WAR045531_26a_01122022092459	Item 26a_S5.C.2_stewardship ac_26a_01122022092459	.pdf	1202184	1774128	wqwebportal
View	WAR045531_30a_12292021142631	Item 30a, Known Outfalls Size_30a_12292021142631	.pdf	1197834	1774128	wqwebportal
View	WAR045531_81_03112022143220	Item 81_TMDL report for 2021_81_03112022143220	.pdf	1227352	1774128	wqwebportal

<input type="button" value="View"/>	WAR045531-2021-ImportedIDDEs_03292022094753	WAR045531-2021-ImportedIDDEs_03292022094753	.xml	1233430	1774128	wqwebportal
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