

**Stormwater Management Plan  
Permit No. WAR045206**



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# Port of Olympia 2021 SWMP Plan

## Introduction

This document is the Port of Olympia's (Port) written Phase II Stormwater Management Program plan (SWMP). The purpose of this plan is to satisfy the required program components of the *Western Washington Phase II Municipal Stormwater Permit* (Permit No. WAR045206).

As a Secondary Permittee under the Phase II permit, the Port of Olympia is responsible for complying with applicable terms of the Phase II Permit for the municipal separate storm sewers (MS4) it owns or operates. The purpose of the SWMP is to reduce the discharge of pollutants from the Port's stormwater system to the maximum extent practicable thereby protecting water quality.

The Port's Stormwater Management plan is managed by the Port's Environmental Department. Implementation of the program's components is conducted in coordination with staff in the Port's Marine Terminal, Real Property, Olympia Regional Airport, and Swantown Marina and Boatworks.

This plan describes the Port's efforts to satisfy each of the program components required under section S6.D of the current MS4 Permit. The six program components are:

- 1) Public Education and Outreach
- 2) Public Involvement/Participation
- 3) Illicit Discharge Detection and Elimination (IDDE)
- 4) Construction Site Stormwater Runoff Control
- 5) Post-Construction Stormwater Management for New Development and Redevelopment
- 6) Pollution Prevention/Good Housekeeping for Municipal Operations

### **Public Education and Outreach**

The Port of Olympia's stormwater education and outreach program focuses on changing and eliminating behaviors and practices that could contribute to stormwater pollution. The Port will provide a variety of educational materials to Port property tenants and at local events. The target audiences include Port staff, tenant businesses, contractors, and the general public.

### **Completed Program Elements**

The Port has taken the following actions to address general awareness of stormwater issues:

- Hired a full-time Environmental Project Manager to focus on stormwater management program administration, educating Port staff, tenants, contractors, and the general

public about stormwater issues and to ensure compliance with all federal, state and local stormwater regulations.

- Distributed educational material to Port staff, tenants, contractors, and the general public on the effects of stormwater pollution, ways to prevent it, and the Port's illicit discharge detection and elimination policy.
- All storm drain inlets operated and maintained under this permit are labeled with the message "Dump No Waste" along with the point of discharge. Due to weather, wear, and natural conditions the drains are inspected and relabeled as necessary to sustain and maintain compliance.
- As part of the maintenance for these storm drains and as required by this permit, any storm drains where the label has faded, is removed, or is unreadable will be relabeled within 60 days of discovery.
- The Port distributed stormwater education and outreach by contributing to the outreach activities at fairs, organization meetings and events, LOTT, the Olympia Farmer's Market, other community events, and during tenant audits.
- The Port wrote letters to current tenants for the purposes of educating them on the stormwater regulations and the impacts wastewater/potable water has on the environment/critters.
- All new tenants are provided with information on the potential impact of stormwater discharges on receiving waters and the steps that can be taken to reduce pollutants in stormwater runoff, including information regarding compliance with applicable surface water regulations.
- Continue collaboration with other municipalities to identify effective program elements.
- Work with Real Property staff to educate tenants on the stormwater responsibilities of Port tenants.

#### Upcoming Program Elements

- The Port will continue to participate in stormwater education and outreach by contributing to the outreach activities when possible (due to Covid pandemic) and during tenant audits.
- Produce additional outreach materials to include the effects of stormwater pollution, ways to prevent it, and the Port's illicit discharge detection and elimination.
- Continue collaboration with other municipalities to identify effective program elements.
- Ongoing work with Real Property staff to educate tenants on the stormwater responsibilities of Port tenants.

#### Public Involvement/Participation

##### Completed Program Elements

- A public notice was published on the Port's website to solicit public review of the Port's SWMP. No comments were received.

- Notice of Intent was submitted 180 days prior to the expiration of the current permit.
- Duty to reapply application was submitted and accepted by Dept of Ecology for the new permit cycle.

#### Upcoming Program Elements

- Updated SWMP plan and annual reports will be posted by May 31<sup>st</sup> annually to the Port's website [www.portolympia.com](http://www.portolympia.com)

#### **Illicit Discharge Detection and Elimination (IDDE)**

The Port will detect, remove, and prevent illicit connections and illicit discharges, including spills, into the municipal separate storm sewers owned or operated by the Port. Pursuant to the Special Condition S6.D.3 in the MS4 Permit, the Port prohibits any illicit connections and discharges, or illegal dumping to the Port-owned stormwater sewer system.

#### Completed Program Elements

- All Port owned pipes and outfalls have been mapped and identified by dimension, flow direction, and receiving water body. The Port conducts field inspections of the stormwater features and outfalls on the Port peninsula, Lacey properties, Tumwater properties, and the Airport on an annual basis. The field inspections consist of visually inspecting each of the area's outfalls and catch basins for illicit discharges. No illicit discharges have been observed.

#### Upcoming Program Elements

- The Port will continue to monitor the catch basins and outfalls for illicit discharges. Annual stormwater structure cleanings continue to be common practice.
- Update map to include East Bay redevelopment construction of new stormwater system once it is completed.
- A letter was written and will be distributed to Port tenants that describes the permit requirements and the Port's policy regarding illicit discharges.
- Port staff member will complete IDDE training as a refresher

#### **Construction Site Stormwater Runoff Control**

The current compliance activities associated with the Construction Stormwater Permit requirements include:

- Notices of Intent for compliance with Ecology's Construction NPDES Permit are submitted when required for all applicable Port construction projects.
- Records of all construction stormwater activities and inspections are kept by the contractor per the permit requirements as they are the permittee.
- The Port works with other local jurisdictions to ensure their ordinances are followed on all Port projects.



- Port staff coordinates with the City of Olympia, City of Lacey, and the City of Tumwater regarding stormwater regulations and how they apply to new and redevelopment on Port property.
- Port staff is currently certified as a Certified Erosion and Sediment Control Lead (CESCL).
- Port hired a project manager to conduct inspections at construction sites

#### Upcoming Program Elements

- The Port will continue to comply with all city and state requirements in future construction activities.
- A pre-inspection of the area will be conducted to document the condition of the site prior to contracted work start date, when possible.
- Port staff will or a contractor hired by the Port will, on a regular basis, observe and document findings at the job site to verify no runoff is occurring. All BMPs will be observed to avoid pollution from entering the storm system.
- Update CESCL certification as necessary to keep current.

### **Post-Construction Stormwater Management for New Development and Redevelopment**

#### Current Program Elements

- Coordination with local jurisdictions to ensure compliance with relevant ordinances, rules, and regulations.
- Compliance with appropriate technical requirements for new and redevelopment.
- Coordination with local jurisdictions regarding interconnected stormwater sewer systems.
- Coordination and training between programs within the Port to ensure that appropriate stormwater treatment applications are designed and installed.

#### Upcoming Program Elements

- Continued coordination between programs within the Port to ensure that appropriate stormwater treatment applications are designed and installed, then operated and maintained properly.
- Continued research on appropriate and feasible Low Impact Development techniques.

### **Pollution Prevention/Good Housekeeping for Municipal Operations**

The goal of this program is to ensure that Port operations are conducted in such a way as to prevent pollutants from entering the surrounding surface water bodies. The intent of training Port personnel and the implementation of the Port's Phase II Stormwater Management Program Operation and Maintenance Manual is to ensure that all activities conducted by the

Port are performed with the conscious intent of preventing the release of stormwater pollutants.

#### Completed Program Elements

- Conduct annual Stormwater Management Employee Training Program for Port employees. This training addresses stormwater best management practices (BMPs), handling and storage of hazardous materials, spill prevention and response, proper waste disposal, and pest control application BMPs.
- The Port has a road litter clean-up program. Port employees pick up litter on road medians and shoulders on a daily basis.
- The Port has purchased a new vacuum assisted sweeper truck which is used to remove debris from paved surfaces and to vacuum out catch basins. The roadway is vacuumed during the dry season. Otherwise portable blowers are used to maintain the gutters.
- Developed and implemented an Operations and Maintenance programs for the Marina areas as well as the Airport.
- Update to the Port's stormwater facilities inspection checklist form.

#### Upcoming Program Elements

- Visual inspections of Port properties to determine potential sources of pollutants that could be generated by the permittee's operations and facilities. Identify and share the particular operations and facilities that may be addressed by the pollution prevention and good housekeeping program.
- Implement the management practices, policies, and procedures to reduce or prevent the discharge of potential pollutants.
- Prioritize pollution prevention and good housekeeping efforts based on geographic area, potential to improve water quality, facilities or operations that may be in need of modification or improvement, and permittee's capabilities.
- Conduct visual spot check of the Port's MS4 stormwater system following a major storm event (24-hour storm event with a 10 year or greater recurrence interval).
- Update operations and maintenance (O&M) manual to include scheduled maintenance and inspection activities, BMPs for deicing and snow removal, storage, washing, and maintenance of vehicles and equipment, external building and parking lot maintenance, landscape management, vegetation removal, trash and pet waste management, material storage.
- Training event for new Port staff