

**Stormwater Management Plan
Permit No. WAR045206**



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Port of Olympia SWMP Plan 2026

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 various departments, including Olympia Regional Airport, Swantown Marina, and Port Property Management.

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 audience includes Port staff, tenants, contractors, and the general public.

2025 Educational Materials Distributed

- A bookmark promoting litter control and proper pet waste management was distributed at Port events, during tenant stormwater inspections, in Port offices, and in the field. The bookmark included a QR code linking to Washington Department of Ecology resources on animal waste management.
- A bookmark highlighting the importance of proper vehicle maintenance for protecting water quality was distributed through the same channels. It featured a QR code to the Washington Stormwater Center’s “Don’t Drip and Drive” program, which provides guidance on identifying and diagnosing vehicle leaks, maintenance expectations, prevention methods, and local repair resources and workshops.
- A bookmark explaining how improper material management (e.g., drips, spills, and overfills) can pollute stormwater and harm local water bodies was also distributed via these channels. It included the Department of Ecology’s spill reporting phone number, along with a link to resources for reporting oil or hazardous material spills and recommended response procedures.
- All new Port tenants will be provided with information on the impact stormwater discharges have 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.

Completed Program Elements

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

- The Port has hired a full-time Environmental Project Manager and Environmental Specialist 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.
- 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 on an annual basis to sustain and maintain compliance.

- The Port has distributed stormwater education and outreach materials each year at fairs, organizational meetings and events, to partners, in Port offices, and during tenant audits.
- The Port has written letters in the past to its tenants for the purpose of educating them on stormwater regulations as well as their potential impact on the regional environment.
- Collaboration with regional partners and jurisdictional primary permittee municipalities has occurred to establish understanding of partnership in municipal stormwater compliance and to identify effective program elements through participation in several regional stormwater workgroups.
- The Port created new stormwater educational outreach materials in 2025 for distribution to the community in the field, at Port facilities, and at Port-attended events.

Ongoing Program Elements

- The Port will continue to participate in community events and distribute stormwater education and outreach materials.
- The Port will continue to produce and distribute recently updated stormwater outreach materials to include the effects of stormwater pollution, ways to prevent it, and the Port's illicit discharge detection and elimination program.
- Collaboration will continue with regional municipalities to identify effective program elements.
- Participation in several regional stormwater workgroups, including with municipal stormwater regulators and jurisdictional primary permittee municipalities for ongoing collaboration occurs.
- Ongoing collaboration will occur with the Port's property management team to educate tenants on the stormwater responsibilities of Port tenants.
- The Port's tenant environmental audit/inspection program will continue to be enhanced in coordination with the Port's property management.
- New and existing staff will be trained on the Port's catch basin inspection and maintenance program.
- 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.

Public Involvement/Participation

2025 Public Participation Elements

- The Port hosted a public observation event to observe Budd Inlet West Bay sampling as part of the ongoing cleanup project on March 4th, 2025. This event was open and free for the public, and included educational boat tours for students, media, and legislative staff. An information booth was hosted in the public Port Plaza and environmental staff were available to provide project information on-site, as well as distribute educational outreach materials.

Completed Program Elements

- Past educational workshops were hosted by the Port with the intent of increasing public knowledge of Puget Sound and its resulting shorelines and waterfront. Participants were given the opportunity to investigate various plants and animals that inhabit Budd Inlet, while also learning about the importance of environmental stewardship. Hands-on activities included oyster dissections, landform modeling, and discussions about the Budd Inlet Cleanup project. Students were able to learn about the history of Budd Inlet and how witnessing its clean-up and restoration provide a once in a lifetime restoration opportunity. Community benefits include improved water quality, opportunity to address protection against sea level rise, as well as recreational water access. Through providing these hands-on experiences and educational events centered on the working waterfront, the Port aimed to inspire environmental stewardship in its participants.

Ongoing Program Elements

- [The Port's 2025 Strategic Plan](#) that encompasses the Port's environmental, sustainability, and community goals is available on the Port's website.
- [The Port's Vision 2050 Action Plan](#) and 5-Year Report, a community-informed organizational focus guide that highlights environmental goals, priorities, and accomplishments, is available on the Port's website.
- Environmental briefings are held periodically in the Port's commission meeting setting that offers public comment.
- The Port provides an Environmental Blog Series that hosts periodic updates on the status on the Budd Inlet Cleanup Project, in addition to other relevant environmental topics at the Port.
- Updated SWMP plans as well as annual reports are posted by May 31st each year on the regulatory compliance portion of the [Port's website](#).

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, illicit discharges, or illegal dumping to its stormwater system.

Completed Program Elements

- All Port owned stormwater pipes, infrastructure, and outfalls have been mapped and identified by dimension, flow direction, and receiving water body.
- In 2025, stormwater structures were mapped using a Geographic Information System (GIS) that meets the intent of fully described electronic mapping standards pursuant to secondary permittee illicit discharge MS4 permit requirements.

Ongoing Program Elements

- The Port will continue to monitor its catch basins and outfalls for presence of illicit discharges. Annual stormwater structure cleanings continue to be routine practice.
- The Port's stormwater infrastructure mappings will continue to be maintained and operated by environmental staff with incoming data to reflect new additions or changes to the system.
- Educational materials will be distributed to Port tenants and members of the public that describes Municipal Stormwater permit requirements and the Port's policy regarding illicit discharges.
- Port staff will continue to complete illicit discharge detection and elimination (IDDE) identification and response training on an annual basis.
- The Port conducts field inspections of the stormwater features and outfalls on the Port peninsula, 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.

Construction Site Stormwater Runoff Control

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

- The Port submits Notices of Intent, meeting compliance with Ecology's Construction Stormwater General Permit for all applicable Port construction projects.
- Port contractors permitted under Ecology's Construction Stormwater General Permit maintain all records of construction stormwater activities and inspections.
- The Port collaborates with local jurisdictions to ensure all relevant ordinances are adhered to on Port projects, in addition to stormwater regulations for new development and redevelopment on Port properties.
- Port staff are certified as Certified Erosion and Sediment Control Lead (CESCL).
- The Port employs an Environmental Project Manager and Environmental Specialist to conduct compliance inspections at Port construction sites.

Ongoing Program Elements

- The Port will continue to maintain compliance with all applicable 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.
- Designated Port staff, or a contracted party will observe and document routine inspections to verify unpermitted site runoff does not occur. All necessary Construction Stormwater Best Management Practices will be observed to avoid any potential pollution entering a storm system.
- Port staff will undergo CESCL training as often as necessary to keep certification current.

Post-Construction Stormwater Management for New Development and Redevelopment

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

- The Port coordinates with local jurisdictions to ensure compliance with appropriate ordinances, rules, and regulations, as well as technical requirements of new developments and redevelopment.
- The Port coordinates with local jurisdictions regarding any shared storm-sewer conveyance systems.

Ongoing Program Elements

- Coordination and training occur when applicable across programs within the Port to ensure that appropriate stormwater treatment applications are designed, installed, and maintained correctly.
- Coordination between programs within the Port will occur when applicable to ensure that appropriate stormwater treatment applications are designed and installed, operated, and maintained properly.
- Research on appropriate and feasible Low Impact Development occurs when applicable.

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.

2025 Pollution Prevention Program Elements

- The Port has updated its stormwater facilities inspection checklist form.
- The Port has conducted in-field training to new and existing staff on operation and maintenance inspections as well as newly updated checklists.

Ongoing Program Elements

Program Management & Planning

- The Port will continue to update Operations and Maintenance (O&M) plans for all facilities within the MS4 permitted area.
- The Port will continue to update O&M manuals 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, landscaping management, vegetation removal, municipal and pet waste management, and materials storage.
- The Port will continue implementing policies and procedures to reduce or prevent the discharge of potential pollutants.
- Pollution prevention and good housekeeping efforts will be prioritized based on geographic area, potential to improve water quality, facilities or operations needing modification or improvement, and permittee capabilities.

Inspections & Monitoring

- Visual inspections of Port properties will be conducted to identify potential sources of pollutants from permittee operations and facilities.
- Visual spot checks of the Port's MS4 stormwater system will be conducted following major storm events (24-hour storms with a 10-year or greater recurrence interval).

Operations & Maintenance Activities

- The Port has developed and implemented O&M programs for Marina areas and the Airport.
- Roadways will be swept and vacuumed at least twice annually.
- The Port operates a vacuum-assisted sweeper truck to remove debris from paved surfaces and clean catch basins; roadways are vacuumed multiple times during the dry season, with portable blowers used for gutter maintenance as needed.
- The Port maintains a road litter cleanup program, with employees collecting litter from medians and shoulders as observed.

Training & Staff Development

- Annual stormwater management training will continue for Port employees, covering BMPs, hazardous material handling and storage, spill prevention and response, proper waste disposal, and pest control application BMPs.
- An annual MS4 training event for Port staff will be held each November/December.