

Internal Coordination Mechanisms to Eliminate Barriers to Compliance
March 22, 2021

This report is intended to address requirement S5A.5.b. of the Western Washington Phase II Municipal Stormwater Permit (2019-2024). Specifically, this report is intended to describe the internal coordination mechanisms developed to eliminate barriers to compliance with the terms of this permit.

In June of 2020, staff initiated a series of meetings with various personnel in other departments. Departments included the Planning Department, the Building Department, and permitting staff. As a result of these meetings, new policies and procedures were identified to assist in eliminating barriers to compliance and assure the appropriate staff in the Public Works Department were involved in the preparation, review and permitting process and to assure the provisions of the WW Phase II Municipal Stormwater Permit are appropriately addressed.

The new procedure requires a site plan with both temporary erosion control measures (TESC Plan) and proposed permanent stormwater control measures (LID consistent plan) to be submitted with any land disturbing permit application. These plans are reviewed and must be approved prior to the issuance of any land-clearing permits. Included in these permits are all site development permits, building permits, grade/fill permits, right of way permits and any other permit applications deemed to be subject to the provisions of the Town's NPDES permit.

Upon approval, inspection cards include provisions for inspections and approvals at various stages of the construction process to ensure compliance. Prior to final inspections/approvals, final inspections are performed to ensure permanent BMP's are in place and functioning consistent with the approved plans.