

**Seattle School District #1**  
**Stormwater Management Plan (SWMP)**

**SSD#1 Permit #: WAR04-4702**



# Table of Contents

Western Washington’s Phase 1 Municipal Stormwater Permit .....	1
S6.A Stormwater Management Program (SWMP) .....	1
S6.D Program Components .....	1
S6.D.1 Public Education and Outreach.....	1
S6.D.2 Public Involvement and Participation .....	2
S6.D.3 Illicit Discharge Detection and Elimination (IDDE).....	3
S6.D.4 Construction Site Stormwater Runoff Control .....	6
S6.D.5 Post-Construction Stormwater Management for New Development and Redevelopment.....	6
S6.D.6 Pollution Prevention and Good Housekeeping for Municipal Operations .....	7
S8 Stormwater Monitoring .....	9
S9 Annual Stormwater Permit Reporting .....	9

**Seattle School District #1**  
**Stormwater Management Program (SWMP)**  
**SSD#1 PERMIT # WAR04-4702**

## **Western Washington's Phase 1 Municipal Stormwater Permit**

**Category:** Large and Medium Municipal Separate Storm Sewer Systems School District Secondary Permittee (S6.D)

**Permit Expiration Date:** 08/31/2013, 08/13/2018, 7/31/24

The Seattle School District #1 Stormwater Management Program (SWMP) strives to reduce discharges of non-point source pollutants to stormwater to the maximum extent practicable (MEP) and protect its' water quality through permit-specified Best Management Practices (BMP's). The SWMP is organized according to the permit's BMP's delineated in SD.6, and will be reviewed and updated annually.

### **S6.A Stormwater Management Program (SWMP)**

#### **Goal**

To formalize and organize stormwater compliance requirements into a dynamic living document.

#### **Permit Requirements**

- Develop and implement a stormwater management program (SWMP) designed to reduce discharge of pollutants from regulated small MS4s to the maximum extent practicable and to protect water quality.
- Develop written documentation of the SWMP organized according to program components in S6.D and update annually.
- Submit written updated SWMP with required annual stormwater report to the Department of Ecology.

### **S6.D Program Components**

#### **S6.D.1 Public Education and Outreach**

#### **Goal**

To promote awareness and support for stormwater management activities among school district staff, students and visitors, and to show how they can prevent pollution of stormwater.

#### **Permit Requirements**

- Storm drain inlet labeling is a requirement of this section.

**Planned Activities**

**Public Education and Outreach Work Plan  
Table 1**

<b>Activity S6.D.1.a/b</b>	<b>Description</b>	<b>Lead</b>	<b>Schedule</b>	<b>Date Completed</b>
SSD-1 S6.D.1.a	Label at least 50% of storm drain inlets	Maintenance painters	4/28/2011	3/1/2011
SSD-2 S6.D.1.a	Label 100% of storm drain inlets	Maintenance painters	8/20/2011	3/1/2011
SSD-3 S6.D.1.a	Within 90-days of discovery, re-label any inlets when labels are no longer clearly visible and/or easily readable	Maintenance painters	On-going during annual field inspections to identify any illicit discharges	N/A

**S6.D.2 Public Involvement and Participation**

**Goal**

To promote and facilitate faculty, staff, students and public participation and involvement with the Seattle School District program and planning process.

**Permit Requirements**

- 2a. Publish a public notice in the local newspaper and solicit public review of the Seattle School District’s SWMP no later than 8/20/2011.
- 2b. Make the latest updated version of the SWMP available to the public on the Seattle School District’s Risk Management website.

**Current Activities**

- Updating SWMP annually and posting to website.

**Planned Activities**

**Public Involvement and Participation Work Plan  
PIP Table**

<b>Activity S6.D.2.a/b</b>	<b>Description</b>	<b>Lead</b>	<b>Schedule Comments</b>	<b>Date Completed</b>
PIP-1	Post latest version of SWMP on District website	Risk Management	8/20/2011	4/15/2011, will continue updating annually
PIP-2	Publish public notice in the Seattle Times and solicit public review of the SWMP	Risk Management	8/20/2011	10/15/2011

### **S6.D.3 Illicit Discharge Detection and Elimination (IDDE)**

#### **Goal**

To identify and eliminate illicit stormwater discharges.

#### **Permit Requirements**

- Comply with all relevant ordinances, rules, and regulations of local jurisdiction(s) in which the campus is located and that govern non-stormwater discharges.
- Develop and adopt policies prohibiting illicit discharges and illegal dumping to stormwater.
- Develop enforcement mechanisms for IDDE policies.
- Delineate allowed and prohibited non-stormwater discharges (and their permit listed conditions) to stormwater (S6.D.3.b.i, ii, & iii).
- Develop a stormwater sewer system map showing locations of all known storm drain outfalls, labeled receiving waters, and delineated areas contributing runoff to each outfall.
- Make map available upon request to The Department of Ecology and other permittees.
- Perform field inspections of outfalls and maintain records of inspections and follow-up activities.
- IDDE and BMP training for relevant employees.

#### **Current Activities**

- Seattle School District is in compliance with all relevant ordinances, rules and regulations of the local jurisdiction(s) in which the Secondary Permittee's are located that govern non-stormwater discharges (S6.D.3.a).
- Joint stormwater pollution prevention inspections with Seattle Public Utilities.
- Scheduled storm drain catch basin clean-outs either by school custodians, or contracted vector truck services at least once every two years.
- Stormwater drain monthly inspection is scheduled under Custodian Preventive maintenance through SchoolDude, and inspection record is kept in SchoolDude.
- Frequent litter patrol of parking lots and sidewalks.
- Hazardous waste collection and disposal program.
- Signs are posted on school property that state that dogs are prohibited on all school grounds, so pet waste entering the stormwater system is not a major issue.
- Annual stormwater and spill response training to related staff on SafeSchool.
- Review and update O&M annually.
- Check with SPU for school stormwater map updates. Also review with Capital Project Department for new/renovation schools every year.
- No outfalls for current SPS sites under the permit.

#### **Mechanisms for Policy Enforcement**

- Refer to SPU for regulatory enforcement, as needed.
- Signage
- Education
- Risk Management person on staff for HAZMAT clean-up and spill reporting
- Spill clean-up vendors
- Student and staff code of conduct
- Procedures for hazardous materials handling and hazardous waste disposal

**Illicit Discharge Detection and Elimination (IDDE) Work Plan  
IDDE Table 3**

<b>Activity</b>	<b>Description</b>	<b>Lead</b>	<b>Schedule Comments</b>	<b>Date Completed</b>
IDDE-1 S6.D.3.a	Comply with relevant SW ordinances, rules and regulations	Seattle School District (Capital Projects, Maintenance and Operations)	4/28/2008	4/28/2008, will review and updated if necessary annually
IDDE-2 S6.D.3.b	Develop IDDE policies ID enforcement	Risk Management	4/28/2009	3/15/2009 will review and updated if necessary annually
IDDE-3 S6.D.3.b	Develop IDDE policy enforcement plan	Risk Management	10/28/2009	3/15/2009 will review and updated if necessary annually
IDDE-4 S6.D3.c	Develop a storm sewer maps	Risk Management	8/20/2011	5/15/2008 will review and updated if necessary annually
IDDE-5 S6.D.3.d	IDDE inspection program of stormwater outfalls (1/3 each year)	Maintenance Painters	4/28/2010	8/31/2010, will review and updated if necessary annually
IDDE-8 S6.D.3.d	Develop and implement procedures to identify and remove illicit discharges. Maintain records.	Risk Management	4/28/2010	12/3/2009. will review and updated if necessary annually
IDDE-9 SD6.3.e	Spill response plans	Risk Management	8/20/2011	8/15/2008 will review and updated if necessary annually
IDDE-10 * S6.D.3.f	IDDE & BMP employee training for staff (Maintenance, Operations, Capital Projects)	Risk Management	8/31/2012	3/13/2012, and refresh training annually

## Discharges (S6.D.3.b.i-v)

### Allowed Discharges

- Stormwater discharges are allowed in accordance with section S2: Authorized Discharges which include discharges from emergency firefighting activities and non-stormwater discharges covered by another NPDES permit.
- The permit allows the following categories of non-stormwater discharges unless the discharge is identified as a significant source of pollutants to waters of the State:
  - Diverted stream flows
  - Rising ground waters
  - Uncontaminated ground water infiltration (as defined at 40CFR 35.2005(20))
  - Uncontaminated pumped ground water
  - Foundation drains
  - Air conditioning condensation
  - Irrigation water from agricultural sources that is co-mingled with urban stormwater
  - Springs
  - Water from crawl space pumps
  - Footing drains
  - Flows from riparian habitats and wetlands

### Prohibited Discharges

The following discharges are **not permitted** to stormwater unless the stated conditions are met:

- Discharges from potable water sources, including water line flushing, hyper-chlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be dechlorinated to a concentration of 0.1ppm or less, pH-adjusted if necessary and volumetrically and velocity controlled to prevent re-suspension of sediments in the MS4.
- Discharges from lawn watering and other irrigation runoff. These discharges shall be minimized through, at a minimum, public education activities and water conservation efforts conducted by the Seattle School District and/or the local jurisdiction.
- Dechlorinated swimming pool discharges. The discharges shall be dechlorinated to a concentration of 0.1ppm or less, pH-adjusted and re-oxygenated if necessary, and volumetrically and velocity controlled to prevent re-suspension of sediments in the stormwater drainage system. Swimming pool cleaning wastewater and filter backwash shall not be discharged to stormwater.
- Street and sidewalk wash water, water used to control dust, and routine external building wash down that doesn't use detergents shall be reduced and kept to a minimum to avoid washing pollutants into the stormwater system. Reduction of wash waters shall be reduced by public education and/or water conservation efforts conducted by the Seattle School District and/or the local jurisdiction. At active District construction sites, street sweeping shall be performed prior to washing the street.

### School administrative roles in preventing prohibited discharges:

- School staff is responsible for ensuring students do not dump garbage or pollutants into storm drains. Schools will incorporate stormwater education into student/parent newsletters and/or school assembly activities as appropriate.
- When a person who is not a district employee or student is observed dumping garbage or pollutants into storm drains on school property, school staff should report to the activity to the principal, safety and security, and/or risk management. If the same individual/party is found to be repeating illicit discharges on SPS property, the district will report it to local authorities to take further action.

## S6.D.4 Construction Site Stormwater Runoff Control

### Goal

To prevent the discharge of sediment and other construction-related pollutants from construction sites.

### Current Activities

- Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) in which the Seattle School District is located that governs construction phase stormwater pollution prevention measures (SD6.4.a).
- The Capital Projects Department (CPD) coordinates, oversees, and monitors construction projects of 1 acre or more that require Construction Stormwater NPDES (National Pollutant Discharge Elimination Systems) permits.
- For projects under 1 acre, CPD will work with SPU, construction projects contractors to meet the stormwater regulation requirement.
- CPD, the construction project contractors or environmental consultants develops and maintains stormwater construction BMP's.
- In cooperation with the CPD, the construction project contractor(s), Seattle Public Utilities and the Department of Ecology develop a Stormwater Pollution Prevention Plan (SWPPP) and assume responsibility for the Stormwater NPDES Construction Permit for the duration of the project, and post-construction restoration and transfer of the project back to the Seattle School District.
- Stormwater Construction Permits are not issued, and the project can't proceed unless the SWPPP meets required (and regulated) specifications.
- Permits are obtained prior to the beginning of construction project.
- The project stormwater management practices are inspected by the CPD coordinators and contractors on a regular basis. The contractor develops monthly Discharge Monitoring Reports (DMR's) that are reviewed by CPD and transmitted to the Department of Ecology.

#### Construction Site Stormwater Run-off Control Work Plan

Table 4 SWPPP

Activity S6.D.4	Description	Lead	Schedule	Date Completed
N/A	N/A	N/A	N/A	N/A

## S6.D.5 Post-Construction Stormwater Management for New Development and Redevelopment

### Current Activities:

- Control stormwater runoff from new development and redevelopment projects. Handled by contractor and overseen by CPD.

#### Post-Construction Site Stormwater Run-off Control Work Plan

Table 5 Post-Con

Activity S6.D.5	Description	Lead	Schedule	Date Completed
N/A	N/A	N/A	N/A	N/A



## **S6.D.6 Pollution Prevention and Good Housekeeping for Municipal Operations**

### **Goal**

To reduce pollutant loading in stormwater runoff from roadways, parking areas, maintenance and storage yards, solid waste dumpster areas, grounds and impervious surfaces.

### **Permit Requirements (S6.D.6.a-d)**

- Develop an operations and maintenance (O&M) plan to minimize stormwater pollution from activities conducted on school campuses. The plan will include appropriate pollution prevention, good housekeeping and maintenance procedures (i.e., Best Management Practices (BMP's)) for the stormwater collection and conveyance systems; roads, sidewalks and parking lots; external building cleaning and maintenance; parks and open space; material storage areas; heavy equipment storage; maintenance areas; and other facilities that would reasonably be expected to discharge contaminated runoff (S6.D.6.a.i-vii).
- Establish maintenance standards that are as protective as or more protective of the stormwater system function than those specified in the City of Seattle's Source Control Technical Requirements Manual and Title 22.800, Stormwater, Grading and Drainage Control Code.
- Perform spot checks of stormwater treatment and flow control facilities following a 24 hour storm event with a 10-year or greater recurrence interval.
- Establish O&M inspection and maintenance activities schedules.
- Maintain sufficient documentation and records, as necessary, to demonstrate compliance with the O&M requirements in S6.D.6.a.i-vii.
- Provide training for those employees whose construction, operations, or maintenance job functions may impact stormwater quality.

## Current Activities

Permit coverage was obtained in 2008. Written O&M was established in 2014, and will review and update if necessary annually.

## Planned Activities

**Pollution Prevention and Good Housekeeping Work Plan  
Table 6 P2-2007**

<b>Activity S6.D.6.a-d</b>	<b>Description</b>	<b>Lead</b>	<b>Schedule</b>	<b>Date Completed</b>
P2-0 S6.D.6.b	Permit coverage for seven school sites that qualify as Secondary Permittees (MS4 discharges to surface water and population greater than 1,000)	Risk Management	4/28/2008	4/28/2009, will review and updated when necessary
P2-1 S6.D.6.a	Stormwater O&M written plan	Risk Management	8/31/2013	9/1/2014, will review and updated when necessary
P2-2 S6.D.6.a.i	O&M for Stormwater collection & conveyance	Risk Management	n/a	
P2-3 S6.D.6.a.ii	O&M Roads, highways, and parking lots	Risk Management		9/1/2014, will review and updated when necessary
P2-4 S6.D.6.a.iii	O&M for Vehicle fleets and equipment	Risk Management		9/1/2014, will review and updated when necessary
P2-5 S6.D.6.a.iv	O&M External building maintenance	Risk Management		9/1/2014, will review and updated when necessary
P2-6	O&M Parks and open spaces	Risk Management		
P2-7 S6.D.6.a.vi	O&M Material & equipment storage areas	Risk Management		9/1/2014, will review and updated when necessary
P2-8 S6.D.6.a.vii	O&M other	Risk Management		
P2-9 S6.D.6.c	O&M Compliance documentation & recordkeeping	Risk Management		
P2-10 S6.D.6.d	O&M Employee Training	Risk Management		On going, SafeSchool

## S8 Stormwater Monitoring

N/A for Seattle Public Schools.

## S9 Annual Stormwater Permit Reporting

### Goal

To report required information to Ecology on an annual basis.

### Permit Requirements (S9.A, C, D & F)

- Submit an annual report by March 31 of each year for the preceding calendar year activities. These records are to be maintained for five years and made available to the public upon request. A copy of the latest annual report will be posted online.
- Annual report is to include the Annual report for Secondary Permittee (Appendix 4) and the following supporting documentation:
  - Status of implementation of each component of the SWMP in section S6. This is done through submission of the updated SWMP.
  - An assessment of the Permittee progress in meeting the minimum performance standards established for each of the minimum control measures of the SWMP.
  - If applicable, notice that the MS4 is relying on another governmental entity to satisfy any of the obligations under this permit (monitoring, cleaning and inspection, public education, etc.).
  - Certification with signatures and notifications of any changes to authorization pursuant to G19.C & D.
  - Any person signing a document under the stormwater permit certifies the following:

### Certification

"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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering 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 willful violations".

Name: Frank Griffin, Director of Facility Operations

Signature: \_\_\_\_\_

Date: \_\_\_\_\_