



Dedicated to protecting and improving the health and environment of the people of Colorado

## COR090000 Renewal Permittees Annual Report Form

### Municipal Separate Storm Sewer Systems (MS4s) General Permits Revised 10/2017

One original copy (no faxes or e-mails) of the completed annual report form and any required attachments, must be submitted to the address in the footer, below

<b>Part 1: Permit Identification</b>  General Permit Number: <b>COR090000</b> Certification Number: <u>COR09 0030</u>	<b>Part B: Reporting Period Jan 1 through Dec 31</b> (Check one. Report is due by March 10 of the following year.) <table style="width: 100%; text-align: center;"> <tr> <td><input type="checkbox"/> 2017</td> <td><input checked="" type="checkbox"/> 2018</td> <td><input type="checkbox"/> 2019</td> <td><input type="checkbox"/> 2020</td> <td><input type="checkbox"/> 2021</td> </tr> </table>	<input type="checkbox"/> 2017	<input checked="" type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input type="checkbox"/> 2021
<input type="checkbox"/> 2017	<input checked="" type="checkbox"/> 2018	<input type="checkbox"/> 2019	<input type="checkbox"/> 2020	<input type="checkbox"/> 2021		
<b>Part 2: Permittee Information</b> (If there are any changes, please submit a <a href="#">Change of Contacts form</a> ) Organization: <u>City of Lafayette</u> Mailing Address: <u>1290 South Public Road</u> <hr/> City: <u>Lafayette</u> State: <u>Colorado</u> Zip: <u>80026</u>						
<b>Part 3: Site Contact Information</b> (If there are any changes, please submit a <a href="#">Change of Contacts form</a> ) Facility Contact Name: <u>Robert Naeser</u> Title: <u>MS4 Program Administrator</u> Telephone No: <u>303-921-3674</u> Email Address: <u>rob.naeser@cityoflafayette.com</u>						
<b>Part 4: Facility Information</b> Have any areas been added or removed from the permit area due to annexation or other legal means? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO  If YES, provide the web address for an online map, below, or check "attached" below and <span style="color: red;">attach an updated map</span> labeled as "Part 4" that identifies the jurisdictional boundaries.  Provide the map's web address or indicate if a map is attached (if applicable): <input type="checkbox"/> Attached <u>n/a</u>						
<b>Part 5: Notice of Reliance on Third Party</b> Is the permittee relying on another entity to satisfy any of the permit obligations (if applicable) that has not been reported to the division in a previous report or permit application (including reports under previous permit terms). <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO  If YES, <span style="color: red;">attach a short narrative</span> labeled as "Part 5" identifying the permit requirement and the entity relied on.						



## Part 7 - Program Implementation Report

(Part 6 of the report was only applicable to the 2016 report and has been removed)

### 7.A) Compliance Schedule = required Annual Report Notifications

For all compliance schedule actions completed by January 1 of the year the report is due (including those actions completed prior to the reporting period), identify the date of completion. Refer to Part I.H of the permit.

Only complete those rows for which the deadline was met during the reporting period.

This table reflects all compliance schedule items for the permit term, which includes permit conditions that do not need to be met during the current reporting period.

Permit Condition	Action	Deliverable	Deadline	Date of Completion/Implementation
I.A.3.a.ii(B)	County growth area maps (Part I.A.3.a.ii(B)) - Completed January 1, 2017 Refer to Part I.H of the permit, not a required element for reporting in the annual report.			
I.C.1, and PDD content requirements in Parts I.D and E	Complete PDD (contents must reflect terms and conditions that are in effect, i.e., following the associated compliance schedule deadline)	Notification in annual report Due March 10, 2019	Completed January 1, 2019	12/31/2018
I.E.2.a.ii,iii,v I.E.3.a.ii,iii I.E.4.a.ii,iii	Complete all applicable changes to the regulatory mechanism(s): Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.1.a.i	Illicit Discharges: Begin providing information targeting business(es) and the general public	Notification in annual report Due March 10, 2019	Begin implementation July 1, 2018	7/1/2018
I.E.1.a.ii	Education and Outreach Activities: Begin providing annual public education and outreach from Table 1.	Notification in annual report Due March 10, 2019	Begin implementation January 1, 2018	1/1/2018
I.E.1.a.iii(A)	Nutrients: Determine targeted sources of nutrients.	Notification and list of targeted sources in annual report Due March 10, 2018 <b>Attach List to March 10, 2018 Annual Report following completion, labeled as "PART 7.A - Nutrient Targets"</b>	Completed January 1, 2018	1/1/2018
I.E.1.a.iii(B)	Nutrients: Begin providing education and outreach to the targeted sources	Notification in annual report Due March 10, 2019	Begin implementation July 1, 2018	1/1/2018
I.E.2.a.iv(A) and (B)	Tracing an Illicit Discharge: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2018	Completed January 1, 2018	8/13/2017
I.E.2.a.vi	Removing an Illicit Discharge, Enforcement Response: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2018	Completed January 1, 2018	8/13/2017
I.E.2.a.viii	Priority Areas: Identify any new priority areas	Notification in annual report Due March 10, 2018	Completed January 1, 2018	8/13/2017
I.E.2.b.vi	Removing and Illicit Discharge: Ensure documentation is recorded.	Notification in annual report Due March 10, 2018	Completed January 1, 2018	8/13/2017
I.E.3.	Begin implementing the permittee's current construction sites program in the county growth areas.	Notification in annual report Due March 10, 2020	Completed January 1, 2019	n/a
I.E.3.a.i	Excluded Activities for County Growth Areas: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	n/a



**7.A) CONTINUED: Compliance Schedule = required Annual Report Notifications**

Permit Condition	Action	Deliverable	Deadline	Date of Completion/Implementation
I.E.3.a.iv	Control Measure Requirements: Ensure control measure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.3.a.v(B) through (C)	Site Plans: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.3.a.vi(B) through (E)	Site Inspection: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.3.a.vii(B)	Enforcement Response: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.3.b.vi	Site Inspection: Ensure requirements are met; revise implementation and documentation if necessary, ensure documentation is recorded.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.4.	Begin implementing the permittee's current post- construction sites program in the county growth areas.	Notification in annual report Due March 10, 2020	Completed January 1, 2019	
I.E.4.a.i	Excluded Sites: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.4.a.iv	Control Measure Requirements: Ensure new control measures meet one of the design standards	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.4.a.v	Site Plans: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.4.a.vi and vii	Construction Inspection and Acceptance and Post Acceptance Oversight: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.4.a.viii	Enforcement Response: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.5.a.ii	Municipal Facility Runoff Control Measures: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in Annual report Due March 10, 2018	Completed July 1, 2017	
I.E.5.a.ii(C)	Municipal Facility Runoff Control Measures: Ensure inspection requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	
I.E.5.a.iv	Nutrient Source Reductions: Ensure requirements are met; revise implementation and documentation if necessary.	Notification in annual report Due March 10, 2021	Completed July 1, 2020	
I.E.5.a.v.	Outdoor Bulk Storage	Notification in annual report Due March 10, 2022	Completed July 1, 2021	
I.E.5.b.i	Municipal Facility Runoff Control Measures: Ensure documentation is recorded.	Notification in annual report Due March 10, 2020	Completed July 1, 2019	



## 7.C) Assessment and Modifications

### i. The results of the assessment of the effectiveness of the control measures.

Provide a narrative based on the assessment required in Part I.G.1.b of the Permit. The permit does not identify the scope or scale of information required beyond this information, the permittee may determine the extent and nature of information provided to meet this requirement.

Provide information below, or check “attached” and **attach the information** labeled as “PART 7.C.i”

Attached

The City of Lafayette (City) conducted an assessment of control measure implementation required by the MS4 Permit and found the City to be in compliance. It is the City’s understanding that the implementation of control measures consistent with the requirements of the MS4 Permit constitutes an effective method to achieve MS4 Permit effluent limitations.

### ii. The results of the permit modification assessment and if any parts of this permit need to be modified or a condition of the permit may not be practicable.

Provide a narrative based on the assessment required in Part I.G.1.c of the Permit. The permit does not identify the scope or scale of information required beyond this information, the permittee may determine the extent and nature of information provided to meet this requirement.

Provide information below, or check “attached” and **attach the information** labeled as “PART 7.C.ii”

Attached

The City completed an assessment. No modifications are necessary at this time.



**7.D) \*Program Elements - Public Education and Outreach (Part I.E.1)**

\*All of 7.D is not required prior to the Jan 1, 2018 deadline for implementing in accordance with I.E.1.a.i, ii, & iii

**iii. List of the education and outreach activities completed in accordance with Part I.E.1.a.i. - Illicit Discharges Education and Outreach.**

Provide list below.

The City provided business outreach to restaurants through Fats, Oils, and Grease Inspections. City letters to these restaurants enclosed compliance assistance materials on proper management of grease and other restaurant wastes.

**iv. List of the education and outreach activities completed in accordance with Part I.E.1.a.ii. - Education and Outreach Activities Table, referencing the activities in Table 1 of the Permit.**

The permittee must implement at least four education and outreach activities (bulleted items) and at least two must be from the Active and Interactive Outreach column. Check those activities conducted in the table below.

**Passive Activity**

Check all activities implemented during report year

- Bus shelter/bench advertisement
- Billboard/dasher board advertisement
- Vehicle/bus advertisement
- Radio/television/movie theater advertisement
- Newspaper advertisement
- Distribute educational materials by brochure
- Distribute educational materials by fact sheet
- Distribute educational material by utility bill insert
- Publish article (hard copy or electronic)
- Storm drain marking by permittee staff that maintains 25% of permittee maintained inlets.
- Stormwater related signage
- Web site

**Active and Interactive Outreach Activity**

Check all activities implemented during report year

- Ongoing advertisement/promotion of a stormwater hotline number or other method to report an illicit discharge
- Ongoing advertisement/promotion on how to get more information about the stormwater program
- Ongoing social media program
- Web site that is interactive or contains stormwater information that includes actions that can be taken to reduce stormwater pollution
- Newsletter (hard copy or electronic)
- Promotion of existing local stormwater/environmental events or program that help protect water quality
- Distribute promotional items or giveaways
- Participate in or sponsor a water festival which involves populations that exist within the permit boundary
- Participate in or sponsor a waterway clean-up and trash removal event
- Participate in or sponsor a service project
- Participate in or sponsor a stormwater or environmental presentation
- Participate in or sponsor a stormwater or environmental event
- Participate in or sponsor community project based programs that investigate watershed health and meet applicable school Science, Technology, Engineering and Math (STEM) standards

*Continued on Next Page*



**Active and Interactive Outreach Activity Column,  
Continued**

- Participate in or sponsor a household hazardous waste event
- Participate in or sponsor an Adopt-a-Street program
- Participate in or sponsor an Adopt-a-Waterway program
- Participate in or sponsor an Adopt-a-Storm Drain program
- Provide ongoing access to motor vehicle fluids recycling program
- Stormwater booth at a community event
- Conduct a stormwater survey
- Storm drain marking program performed by the public/community
- Pet waste stations
- Participate in, plan, or present stormwater materials to schools
- Stormwater demonstration projects that show control measures or other pollutant reduction methods

**v. A list of the education and outreach activities completed in accordance with Part I.E. 1.a.iii. - nutrients and targeted sources**

Provide list below, including the pollutant sources targeted for each activity.

KICP published nutrient-focused advertisements in the April and June editions of the Colorado Gardner targeted to Boulder County residents (nutrients).

KICP's website posted information on controlling fertilizer application, disposal of lawn waste and disposal of dog waste (nutrients and bacteria). The target audience was Boulder County adults, families and students. The actual audience likely extends beyond Boulder County.

KICP staffed a booth at Lafayette Public Safety Day (July 18, 2018) distributing outreach materials targeting nutrients, bacteria, trash, dirt and oil.

Lafayette municipal staff were educated about storage of nutrient sources during annual stormwater inspections of the Golf Maintenance Shop and the Municipal Service Center. The Golf Maintenance Shop and the Municipal Service Center were last inspected on October 3, 2018.





## 7.E) Program Elements - Illicit Discharge Detection and Elimination

**vi. Provide the total number of unresolved reports/identification of illicit discharges.**  
 An unresolved illicit discharge is one that has been identified or reported to the permittee and the requirements for removing the illicit discharge were not met during the reporting period. Refer to requirements for removing an illicit discharge in Part I.E.2.a.vi of the new permit. For the period prior to implementing a program to meet Part I.E.2.a.vi in accordance with the compliance schedule, refer to the permittee's CDPS Stormwater Management Program Description from the previous permit term.

0

## 7.F) Program Elements - Construction Sites

The permittee can define what constitutes an individual "site" and "inspection" for reporting below as appropriate for the permittee's own program.

**i. Applicable construction sites:** Provide the total number of applicable construction sites during the year.  
 "Applicable construction sites" are sites for which "applicable construction activities," as defined in the permit, occurred during the reporting year.

38

**ii. \*Routine Inspections:** Provide the total number of Routine Inspections performed during the year.  
 Routine Inspections are inspections of applicable construction activities that meet the inspection scope requirements in Part I.E.3.a.vi(C) and for which documentation is recorded in accordance with in Part I.E.3.b.vi.

324

**\*Not required prior to the July 1, 2019 deadline for documenting in accordance with I.E.3.b.vi.**

**iii. \*Reduced Site Inspections:** Provide the total number of Reduced Site Inspections performed during the year.  
 Reduced Site Inspections are inspections of applicable construction activities that meet the inspection scope requirements in Part I.E.3.a.vi(D)(1), (2), (3) and (4) for which documentation is recorded in accordance with in Part I.E.3.b.vi.

314

**\*Not required prior to the July 1, 2019 deadline for documenting in accordance with I.E.3.b.vi.**

**iv. \*Compliance Inspections:** Provide the total number of Compliance Inspections performed during the year.  
 Compliance Inspections are inspections, operator reporting, or other action(s) to assess the control measure has been implemented or corrected of applicable construction activities that meet the inspection scope requirements in Part I.E.3.a.vi(E) and for which documentation is recorded in accordance with in Part I.E.3.b.vi.

**\*Not required prior to the July 1, 2019 deadline for documenting in accordance with I.E.3.b.vi.**

### v. COUNTY PERMITTEES ONLY

**\*County Growth Area Excluded Construction:** Where any construction activities excluded from being applicable construction activities in accordance with Part I.E.3.a.i(B) (1) or (2)?  YES  NO

If YES, **attach** a list of the excluded construction sites. Include recordkeeping information required by Part I.E.3.b.i. Label the attachment as "Part 7.F.v Excluded Growth Area Construction."

**\*Not required prior to the January 1, 2019 deadline for implementing in growth areas.**







## Part 5

The City of Lafayette (City) contracts with RESPEC Consulting LLC (RESPEC) for MS4 Program administration. RESPEC worked with the City to develop and publish the MS4 Program Description Document (PDD) and prepared the 2018 MS4 Annual Report. RESPEC tracks MS4 Permit compliance through each year and assists with construction program enforcement, permanent water quality inspections, and resolution of IDDE issues.

The City contracts a MS4 construction oversight inspections to Tanna Boisvert (IDES LLC). Ms. Boisvert conducts one indicator and one routine inspection each month at all active construction sites.

The City relies, in part, on the Keep It Clean Partnership to fulfill permit requirements under I.E.1. These include I.E.1.a.ii and I.E.1.a.iii.

# Part 7A- Nutrient Targets

Municipal operations have been evaluated to determine if there is potential to contribute nitrogen and phosphorus to discharges under the MS4 permit. The following municipal operations have been identified as municipal operations potential sources of nitrogen and phosphorus:

- Herbicide Pesticide and Fertilizer Application and Storage at the Golf Maintenance Shop
- Herbicide Pesticide and Fertilizer Application and Storage by Parks Management

The City has a standard operating procedure (SOP) for fertilizer, herbicide, and pesticide loading and unloading. City staff receive training on this SOP and the SOP is provided to all Contractors providing pesticide services.

The City inspects the Golf Maintenance Shop and the Municipal Service Center at least annually to verify that all nutrient sources are handled and contained according to the SOP.

The City works with Keep It Clean Partnership (KICP) to engage Boulder County and Lafayette residents in nutrient reduction strategies. Residents are targeted to reduce lawn waste, apply fertilizer responsibly, and collect dog waste for proper disposal.