



# Water Quality Program

## Permit Submittal Electronic Certification

**Permittee:** Washington State University Tri Cities

**Permit Number:** WAR046207

**Site Address:** 2710 Crimson Way  
RICHLAND, WA 99354-1671

**Submittal Name:** MS4 Annual Report Secondary

**Version:** 1

**Due Date:** 3/31/2026

### Questionnaire

Number	Permit Section	Question	Answer
1		Attach updated annual Stormwater Management Program Plan (SWMP Plan) or website address in the Comments field where it can be found. (S6.A.2)	WSUTC SWMP 2026_1_022420261600 35
2		Attach a map of any jurisdictional boundary changes resulting in an increase or decrease in the Secondary Permittee's geographic area of coverage during the reporting period. (Required annually; S9.E.6)	Not Applicable
3		Labeled all storm drain inlets owned or operated by the Secondary Permittee that are located in maintenance yards, in parking lots, along sidewalks, and at pedestrian access points. (New Secondary Permittee -Required no later than four years from initial date of permit coverage, S6.D.1.a.)	Yes
4		Re-labeled all storm drain inlets with labels when no longer clearly visible and/or easily readable within 90 days. (Required no later than four years from initial date of permit coverage, S6.D.1.a.)	Yes
5		(Public ports, colleges, and universities only) Distributed educational information to tenants and residents about the impact of stormwater discharges on receiving waters and steps that can be taken to reduce pollutants in stormwater runoff. (Required no later than three years from initial date of permit coverage, S6.D.1.b.)	Yes
6		Made the annual report and SWMP Plan available on website. (Required no later than May 31, annually, S6.D.2.a.)	Yes
7		Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern non-stormwater discharges. (Required after initial date of permit coverage, S6.D.3.a.)	Yes
8		Implemented policies to prohibit illicit discharges and identified enforcement mechanisms. (Required no later than one year from initial date of permit coverage, S6.D.3.b.)	Yes

10		Implemented an enforcement plan to ensure compliance with policies to prohibit illicit discharges. (New Secondary Permittee - Required no later than 18 months from initial date of permit coverage, S6.D.3.b.)	Yes
11		Developed a map of the storm sewer system showing all known storm drain outfalls, receiving waters, and areas contributing runoff to each outfall. (New Secondary Permittee - Required no later than four and one half years from initial date of permit coverage; S6.D.3.c.)	Yes
14		Conducted field inspections and visually inspected for illicit discharges at at least one third of all known MS4 outfalls. (New Secondary Permittee – Required no later than two years from initial date of Permit coverage; S6.D.3.d)	Yes
15		Implemented procedures to identify and remove illicit discharges. (New Secondary Permittee – Required no later than two years from initial date of Permit coverage; S6.D.3.d)	Yes
16		Number of illicit discharges, including illicit connections, eliminated during the reporting period. (S6.D.3.d)	Not Applicable
16a		Attach a summary of each illicit discharge discovered and actions taken to eliminate each of the discharges. (S6.D.3.d)	Not Applicable
17		Implemented a spill response plan that includes coordination with a qualified spill responder. (New Secondary Permittee – Required no later than four and one-half years from initial date of Permit coverage; S6.D.3.e)	Yes
18		Provided staff training or coordinated with existing training to educate staff on proper BMPs for preventing illicit discharges, including spills, as described in S6.D.3.f. (New Secondary Permittee - Required no later than two years from initial date of permit coverage)	Yes
19		Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern construction phase stormwater pollution prevention activities, if applicable. (Required after initial date of permit coverage, S6.D.4.a.)	Yes
20		Ensured that all applicable construction projects under the functional control of the Secondary Permittee obtained NPDES permit coverage. (Required after initial date of permit coverage, S6.D.4.b.)	Yes
21		Coordinated with local jurisdictions on construction projects owned or operated by other entities that discharge into Secondary Permittee's MS4 as per S6.D.4.c. (Required after initial date of permit coverage)	Yes
22		Provided training for relevant staff in erosion and sediment control BMPs and requirements, or hired trained contractors to perform the work for all construction projects owned and operated by the Secondary Permittee. (Required after initial date of permit coverage, S6.D.4.d.)	Yes

23		Provided access, as requested, for inspection of construction sites under the control of the Secondary Permittee during the land disturbing activity and/or construction period. (Required after initial date of permit coverage, S6.D.4.e.)	Yes
24		Complied with all relevant ordinances, rules, and regulations of the local jurisdiction(s) that govern post-construction stormwater pollution prevention activities, including proper operation and maintenance of the MS4. (Required after initial date of permit coverage date, S6.D.5.a.)	Yes
25		Coordinated with local jurisdiction regarding projects owned or operated by other entities which discharge into the Secondary Permittee's MS4. (Required after initial date of permit coverage, S6.D.5.b.)	Yes
26		Implemented an Operation and Maintenance program. (New Secondary Permittee - Required no later than three years from initial date of permit coverage, S6.D.6.a.)	Yes
28		Established and implemented maintenance standards for stormwater collection and conveyance systems as described in S6.D.6.a.i. (New Secondary Permittee - Required no later than three years from initial date of permit coverage; S6.D.6.a.i)	Yes
29		Conducted spot checks of potentially damaged permanent stormwater facilities after major storms. (New Secondary Permittee - Required no later than three years from initial date of permit coverage, S6.D.6.a.i.)	Yes
30		Developed and implemented a Stormwater Pollution Prevention Plan (SWPPP) for material storage areas, heavy equipment maintenance or storage yards not covered by another NPDES permit that authorizes stormwater discharges associated with the activity. (New Secondary Permittee - Required no later than three years from initial date of permit coverage, S6.D.6.a.vii)	Not Applicable
31		Have NPDES permit coverage for Industrial Stormwater General Permit for all applicable industrial facilities operated by the Permittee, or another NPDES permit that authorizes surface water discharges associated with the activity. (Required after initial date of permit coverage, S6.D.6.b.)	Not Applicable
32		Implemented a program designed to train staff to carry out the Operations and Maintenance plan as described in S6.D.6.d. (Required no later than three years from initial date of permit coverage)	Yes
33		Is there an approved Total Maximum Daily Load (TMDL) applicable to stormwater discharges from a MS4 owned or operated by the Permittee? (S7)	No
34		Complied with the specific requirements identified in Appendix 2. (S7.A)	Not Applicable
35		Attach status report of TMDL implementation. (S7.A)	Not Applicable

36		Notified Ecology of the failure to comply with the permit terms and conditions within 30 days of becoming aware of the non-compliance. (G20)	Yes
37		Notified Ecology immediately in cases where the Permittee becomes aware of a discharge into or from the Permittee's MS4 which may constitute a threat to human health, welfare, or the environment. (G3)	Not Applicable
38		Took appropriate action to correct or minimize discharges into or from the MS4 which could constitute a threat to human health, welfare, or the environment. (G3.A)	Not Applicable
39		If applicable, attach a summary of the status of implementation of any actions taken pursuant to S4.F, and the status of any monitoring, assessment, or evaluation efforts conducted during the reporting period. (S4.F.3.d)	Not Applicable

*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 gather and evaluate 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 knowing violations.*

Scott Tomren

2/24/2026 4:08:08 PM

Signature

Date

**Washington State University Tri-Cities**  
**Stormwater Management Program (SWMP) Plan**  
*WSU PERMIT # WAR04-6207*

Washington State University Tri-Cities (WSUTC) has developed this Stormwater Management Program (SWMP) Plan in order to effectively manage stormwater in a manner that prevents or minimizes stormwater pollution.

WSUTC is a secondary permittee under the Eastern Washington Phase II Municipal Stormwater Permit. As a secondary permittee, this plan must address the six plan elements included in Section S6 of the Phase II Municipal Stormwater Permit. Compliance with these elements is detailed below. Each plan element is identified in bold type, followed by a summary of the permit goals and requirements. WSUTC's actions and compliance status appear in italics.

In addition to these plan elements, WSUTC must meet all other requirements of the Phase II Municipal Stormwater Permit, except Sections 5, S8.B, and S8.C. A full copy of the Phase II Municipal Stormwater Permit is included as Appendix A to this plan.

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

**Goal**

To increase university faculty, staff, students, and visitors awareness regarding the location of storm drain inlets, how to recognize and prevent pollution of stormwater, and the impacts of stormwater pollution.

**Permit Requirements**

- a) Label all storm drain inlets, and ensure that labels remain easily readable
- b) Distribute educational materials to the university community describing the impacts of stormwater discharges on receiving waters and steps that can be taken to reduce pollutants in stormwater.

***Status:***

- a) *Currently, twenty-two known catch basins are labeled on campus. These are inspected annually by Environmental Health & Safety (EH&S) to ensure that labeling is visible, and markings are re-applied as needed. Durable metal markings were affixed to most of these in 2024. Durable plastic markings are glue-applied to the drain inlet grate in locations near the Wine Science Center. Painted markings are also available, but have been relegated to use only if other markings are not available or cannot be applied, due to their lack of durability. In all cases, the marking includes the text "No Dumping" and either "Drains to River" or "Drains to Groundwater" as appropriate to the location." Re-examination of markings was most recently completed on December 17, 2025.*
- b) *Educational information is posted on the WSUTC EH&S website. Topics will vary from year to year, but will generally focus on the impacts of stormwater on receiving waters, proper handling of waste, litter control, and recognition of illicit discharges. Information will be distributed via mass e-mail and also posted on the EH&S website.*

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

### **Goal**

To encourage the involvement of faculty, staff, students, and the public in the WSUTC Stormwater program and planning process.

### **Permit Requirements**

Publish the annual report and the most recent version of the WSUTC SWMP no later than May 31 each year.

### ***Status:***

*Copies of the SWMP and annual report will be posted on the WSUTC EH&S website annually upon completion, with notification of the updated documents sent via mass e-mail and through the campus news service*

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

### **Goal**

To maintain and improve local surface water quality by identifying and eliminating illicit stormwater discharges.

### **Permit Requirements**

- a) Comply with all relevant ordinances, rules, and regulations of the City of Richland that govern non-stormwater discharges.
- b) Develop and adopt policies prohibiting illicit discharges. These policies shall address, at a minimum: illicit connections; non-stormwater discharges, including spills of hazardous materials, pet waste, and litter.
- c) Develop enforcement mechanisms and plan to ensure compliance with the illicit discharge policies. The plan must delineate allowed and prohibited non-stormwater discharges (and their permit listed conditions) to stormwater.
- d) Maintain a storm sewer system map showing the locations of all known storm drain outfalls, labeling the receiving waters, other than ground water, and delineating the areas contributing runoff to each outfall. Make the map (or completed portions of the map) available on request to Ecology and to the extent appropriate, to other Permittees. The preferred format for mapping is an electronic format with fully described mapping standards.
- e) Conduct field inspections and visually inspect for illicit discharges at all known MS4 outfalls. Visually inspect at least one third (on average) of all known outfalls each year beginning no later than two years from the initial date of permit coverage. Implement procedures to identify and remove any illicit discharges. Keep records of inspections and follow-up activities.
- f) Implement a spill response plan that includes coordination with a qualified spill responder.
- g) Provide staff training or coordinate with existing training efforts to educate staff on proper best management practices for preventing illicit discharges. Train all Permittee

staff who, as part of their normal job responsibilities, have a role in preventing such illicit discharges.

**Status:**

- a) *In compliance with ordinance.*
- b) *WSU developed and published the enforcement policy in the Safety Policies and Procedures Manual 6.58 Stormwater Management.*
- c) *The WSUTC Stormwater Operations & Maintenance Manual includes information regarding Illicit Discharges which meet this requirement.*
- d) *WSUTC has a stormwater system map. Engineering department has completed a digital map of the core campus. It does not include the Wine Science Center and the Crimson Way hill.*
- e) *All known outfalls have been identified and inspected, and at least one-third are inspected annually. Records of inspections are maintained. Procedures for identifying and addressing illicit discharges have been developed, and are incorporated into the WSUTC Stormwater Operations & Maintenance Manual. This includes inspection procedures and education efforts for campus employees and students. When illicit discharges are found, depending on the severity, either DOE will be contacted (per S4.F.1 of the permit) or the discharge will be logged into our database and reported at the end of the year in the annual report. Corrective actions will be enforced when it is human or mechanical error that caused the discharge. (NOTE: No illicit discharges have been identified to date.)*
- f) *This requirement has been met by the campus Hazardous Waste Management Plan and the IDDE section of the Stormwater O&M Plan. WSUTC has immediate access to qualified spill responders through existing state contracts for releases that exceed the capabilities of local resources.*
- g) *EH&S provides training to appropriate staff on proper best management practices to help prevent illicit discharges. The training is available on demand in Canvas.*

**Section S6.D.4 Construction Site Stormwater Runoff Control**

**Goal**

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

**Permit Requirements**

- a) Comply with all relevant ordinances, rules, and regulations of the City of Richland that govern construction phase stormwater pollution prevention measures.
- b) Ensure that all construction projects under the functional control of the Secondary Permittee which require a construction stormwater permit obtain coverage under the National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges Associated with Construction Activities, or an individual NPDES permit prior to discharging construction related stormwater.
- c) Coordinate with the local jurisdiction regarding projects owned or operated by other entities which discharge into the Secondary Permittee's MS4, to assist the local jurisdiction with achieving compliance with all relevant ordinances, rules, and regulations of the local jurisdiction(s).

- d) Provide training or coordinate with existing training efforts to educate relevant staff in erosion and sediment control Best Management Practices (BMPs) and requirements, or hire trained contractors to perform the work.
- e) Coordinate as requested with Ecology or the local jurisdiction to provide access for inspection of construction sites or other land disturbances, which are under the functional control of the Secondary Permittee during the land disturbing activities and/or construction period.

**Status:**

*WSUTC does not manage construction projects on campus. When construction activities may result in creation and discharge of sediment, WSU hires contractors who have Certified Erosion and Sediment Control Leads (CESCLs) on call 24 hours a day as required by the Permit. Control of the construction site is granted to the contractor, and they are required to obtain all required permits and provide appropriate sediment controls, and meet all requirements for access and inspection. There are currently no construction projects underway or in the planning stages.*

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

**Goal**

Control stormwater runoff from new development and redevelopment projects.

**Permit Requirements**

- a) Comply with all relevant ordinances, rules and regulations of the local jurisdiction(s) in which the Secondary Permittee is located that govern post-construction stormwater pollution prevention measures.
- b) Coordinate with the local jurisdiction regarding projects owned or operated by other entities which discharge into the Secondary Permittee’s MS4, to assist the local jurisdiction with achieving compliance with all relevant ordinances, rules, and regulations of the local jurisdiction(s).

**Status:**

*In compliance with requirements. Similar to methods in S6.D.4, construction contractors are required to maintain sediment controls in a manner which prevents discharge of sediments. There are currently no construction projects underway or in the planning stages.*

**Section 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, waste transfer stations, grounds and impervious surfaces.

**Permit Requirements**

- a) Implement a municipal operation and maintenance (O&M) plan to minimize stormwater pollution from activities conducted by the Secondary Permittee. The O&M Plan shall

include appropriate pollution prevention and good housekeeping procedures for all of the following operations, activities, and/or types of facilities that are present within the Secondary Permittee's boundaries and under the functional control of the Secondary Permittee.

- i. Stormwater collection and conveyance systems, including catch basins, stormwater pipes, open channels, culverts, and stormwater treatment and/or flow control BMPs and facilities. The O&M Plan shall address, at a minimum: scheduled inspections and maintenance activities, including cleaning and proper disposal of waste removed from the system. Secondary Permittees shall properly maintain stormwater collection and conveyance systems owned or operated by the Secondary Permittee and regularly inspect and maintain all stormwater facilities to ensure facility function.  
Secondary Permittees shall establish maintenance standards that are as protective or more protective of facility function than those specified in Chapters 5, 6 and 8 of the 2024 *Stormwater Management Manual for Eastern Washington*.  
Secondary Permittees shall review their maintenance standards to ensure they are consistent with the requirements of this section.  
Secondary Permittees shall conduct spot checks of potentially damaged permanent stormwater treatment and flow control facilities following major storm events (24 hour storm event with a 10 year or greater recurrence interval).
  - ii. Roads, highways, and parking lots. The O&M Plan shall address, but is not limited to: deicing, anti-icing, and snow removal practices; snow disposal areas; material (e.g. salt, sand, or other chemical) storage areas; all-season BMPs to reduce road and parking lot debris and other pollutants from entering the MS4.
  - iii. Vehicle fleets. The O&M Plan shall address, but is not limited to: storage, washing, and maintenance of Secondary Permittee vehicle fleets; and fueling facilities. Secondary Permittees shall conduct all vehicle and equipment washing and maintenance in a self-contained covered building or in designated wash and/or maintenance areas.
  - iv. External building maintenance. The O&M Plan shall address, building exterior cleaning and maintenance including cleaning, washing, painting; and maintenance and management of dumpsters; and other maintenance activities.
  - v. Parks and open space. The O&M Plan shall address, but is not limited to: proper application of fertilizer, pesticides, and herbicides; sediment and erosion control; BMPs for landscape maintenance and vegetation disposal; and trash and pet waste management.
  - vi. Material storage facilities and heavy equipment maintenance or storage yards. Secondary Permittees shall develop and implement a Stormwater Pollution Prevention Plan to protect water quality at each of these facilities owned or operated by the Secondary Permittee and not covered under the *General NPDES Permit for Stormwater Discharges Associated with Industrial Activities* or under another NPDES permit that authorizes stormwater discharges associated with the activity.
  - vii. Other facilities that would reasonably be expected to discharge contaminated runoff. The O&M Plan shall address proper stormwater pollution prevention practices for each facility.
- b) Secondary Permittees shall also have permit coverage for all facilities operated by the Secondary Permittee that are required to be covered under the *General NPDES Permit*

- for Stormwater Discharges Associated with Industrial Activities* or another NPDES permit that authorizes surface water discharges associated with the activity.
- c) The O&M Plan shall include sufficient documentation and records as necessary to demonstrate compliance with the O&M Plan requirements in S6.D.6.a.(i) through (vii) above.
  - d) No later than three years from the initial date of permit coverage, Secondary Permittees shall implement a program designed to train all employees whose construction, operations, or maintenance job functions may impact stormwater quality. The training shall address:
    - i. The importance of protecting water quality.
    - ii. The requirements of this Permit.
    - iii. Operation and maintenance requirements.
    - iv. Inspection procedures.
    - v. Ways to perform their job activities to prevent or minimize impacts to water quality.
    - vi. Procedures for reporting water quality concerns, including potential illicit discharges, including spills.

**Status:**

- a) *An Operations and Maintenance Plan for all identified activities occurring on the WSUTC campus has been developed, and WSUTC is in compliance with its requirements. The plan was fully updated in 2024, and will be reviewed in 2026.*
- b) *WSUTC does not currently have any facilities that are required to be covered under this permit.*
- c) *New records produced as required by the O&M Plan are being maintained by EH&S.*
- d) *EH&S provides training to applicable employees, and assists departments with their O&M Plan requirements.*

**Section S7 Compliance with Total Maximum Daily Load (TMDL) Requirements**

*Status: There are no applicable TMDLs that apply to the WSU Tri-Cities permit.*

**Section S8 Monitoring and Program Evaluation**

**Goal:**

Perform and document monitoring and program evaluation and maintain records of such activities.

**Permit Requirements**

Provide a description of any stormwater monitoring or stormwater-related studies conducted by the Permittee during the reporting period. If other stormwater monitoring or stormwater-related studies were conducted on behalf of the Permittee during the reporting period, or if stormwater-related investigations conducted by other entities were reported to the Permittee during the reporting period, a brief description of the type of information gathered or received shall be included in the annual report.

**Status:**

*No monitoring has been required or conducted to date.*

## **Section S9 Reporting and Recordkeeping**

### **Goal**

To report required information to Ecology on an annual basis, and any other beneficial stormwater program information to the public through distribution channels to the public as required by the permit.

### **Permit Requirements (S9.A, B, C, & E)**

Submit an annual report by March 31 of each year for the preceding calendar year activities. Maintain records related to the Eastern Washington Phase II Municipal Stormwater Permit for at least five years. Make records related to this permit and the SWMP available to the public.

### ***Status:***

*The SWMP is updated annually and made available on the WSUTC EH&S website. The IDDE Plan has been incorporated into the O&M Plan, which was updated in 2024, as was the Stormwater Pollution Prevention Plan for Maintenance Areas. All are available to the public upon request.*