

## PART 5. MONITORING, RECORDKEEPING AND REPORTING REQUIREMENTS

### 5.1 Annual Report

The permittee shall prepare and submit an annual report to EPD. The report shall cover the period from January 1 – December 31 and shall be submitted by February 15<sup>th</sup> following the reporting period. For new permittees designated after the issuance date of this permit, the first annual report is due upon notification by EPD and February 15<sup>th</sup> of each subsequent year. EPD is preparing an electronic method of reporting (eReporting). EPD will notify the permittee when the system is available for use. Upon notification, the permittee will be required to submit the annual report electronically. The report must include for each BMP, at a minimum, the following:

- 5.1.1 The activities conducted during the reporting period, progress towards achieving the measurable goal(s), and compliance with the implementation schedule;
- 5.1.2 Any information necessary to support documentation of the activities completed during the reporting period;
- 5.1.3 A summary of the stormwater activities proposed for the next reporting period, including implementation schedules;
- 5.1.4 An evaluation of the effectiveness of the BMPs for each minimum control measure. A summary of any proposed changes to a BMP, measurable goal, implementation schedule, or any other changes to any of the minimum control measure; and
- 5.1.5 Notice if the permittee is relying on another entity to satisfy some portion of the permit obligations (as applicable).

### 5.2 Monitoring Requirements

Water quality monitoring, except for illicit discharge detection screening specified in Section 4.2.3 and monitoring of impaired waters specified in Section 4.4.2, is not required by this permit. If, however, the permittee conducts water quality monitoring at its MS4, it is required to comply with the following:

- 5.2.1 Samples and measurements taken for the purpose of monitoring shall be representative. Monitoring must be conducted according to approved test procedures set forth in 40 CFR Part 136, unless other approved test procedures have been specified, excluding IDDE field screening procedures.
- 5.2.2 Parameters shall be analyzed to the detection limits specified by EPD. If a parameter is not detected at or above the detection limit, a value of “NOT DETECTED” will be reported for that sample and the detection limit will also be reported.