

CITY OF TACOMA – ENVIRONMENTAL SERVICES

EXECUTIVE DIRECTIVE NO. ESD23-004

FROM: Michael P. Slevin III, P.E., Director
Environmental Services Department

RE: City of Tacoma 2021 Stormwater Management Manual –
Change of Use

DATE: December 14, 2023

A. Authority. The Director is authorized pursuant to TMC 12.08A.040 to promulgate, implement, amend, supplement, and enforce, such policies, procedures, requirements, and manuals, and to issue such guidance, as are reasonable and necessary to implement and ensure compliance with TMC Chapters 12.08A, 12.08B, 12.08C and 12.08D. Such policies, procedures, guidance, requirements, and manuals shall not be inconsistent with the provisions of TMC Chapters 12.08A, 12.08B, 12.08C and 12.08D, the City's pretreatment program, the City's wastewater NPDES permits, the City's municipal stormwater permit, the City's Stormwater Management Program policies and procedures, the SWMM, and applicable federal and state laws and regulations. This executive directive promulgates and implements the policy as set forth at Exhibit A attached hereto and incorporated herein by this reference.

B. Purpose. The purpose of this executive directive is to establish mitigation requirements pursuant to Volume 1, Section 1.3.3 (Change of Use) of the 2021 City of Tacoma Stormwater Management Manual for projects that meet the applicable criteria set forth in this executive directive.

C. Findings. The Director finds that promulgation and implementation of this executive directive is in the best interest of the City and is consistent with TMC Chapter 12.08D, the provisions of the 2021 City of Tacoma Stormwater Management Manual, Joint Administrative Policy and Procedure Directive No. 2021-02-001, and applicable federal and state laws and regulations.

Pursuant to TMC 12.08A.040, the Director has determined and implements, the following Environmental Services mitigation requirements, effective as of the 14th day of December 2023 (Effective Date).

The requirement is attached hereto as Exhibit A.

Approved:


DocuSigned by:

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Michael P. Slevin III, P.E.
Director, Environmental Services

EXHIBIT A

Mitigation Requirements – Volume 1, Section 1.3.3

(Change of Use)

In response to the August 1, 2019 Phase I Municipal Stormwater General Permit, the City of Tacoma updated its Stormwater Management Manual (SWMM). The new manual went into effect on July 1, 2021.

Volume 1, Section 1.3.3 of the SWMM addresses Change of Use.

Section 1.3.3 states:

- *The City of Tacoma may require Minimum Requirements be applied to projects where the project scope causes a change of use that may affect downstream receiving waterbodies. Per Joint Administrative Policy and Procedure Directive No. 2021-02-001, Environmental Services/Site Development Group reserves the right to make the final determination of requirements that apply in these situations.*

This Directive provides guidance regarding application of Volume 1, Section 1.3.3 of the SWMM.

- A. Volume 1, Section 1.3.3 of the SWMM applies to all projects that may affect downstream receiving waterbodies regardless of whether that project is a new development or redevelopment project that meets the thresholds for application of the Minimum Requirements of the SWMM. Project surfaces do not have to be new pollution generating surfaces and/or replaced pollution generating surfaces as defined in the SWMM to trigger compliance with this section of the SWMM.
- B. The following are examples of a project that causes a change in use that may affect downstream receiving waterbodies:
 - When the project causes an increase in pollution generating surfaces discharging from a project site or
 - causes the type of pollutants discharging from a project site to change, AND
 - the total increase in those pollution generating surfaces is 5,000 square feet or more in a threshold discharge area.
- C. The City will make the final determination as to which surfaces Section 1.3.3 applies. Section 1.3.3 can be applied to both onsite and offsite surfaces.