



DIVISION OF  
ENVIRONMENTAL MANAGEMENT  
STORMWATER & WATERSHED SERVICES

October 31, 2025

Ms. Deborah Cappuccitti  
Senior Regulatory Compliance Engineer  
Maryland Department of the Environment, Water and Science Administration  
Sediment, Stormwater, and Dam Safety Program  
1800 Washington Blvd, Suite 440  
Baltimore, MD 21230-1708

Re: General Permit No. 13-IM-5500  
General NPDES No. MDR 0555500  
2025 Municipal Small MS4 Progress Report Year 7

Dear Ms. Cappucitti,

As required by the National Pollutant Discharge Elimination System General Permit for Discharges from Small Municipal Separate Storm Sewer Systems, General Discharge Permit No. 13-IM-5500, General NPDES No. MDR055500, Washington County's Division of Environmental Management is hereby providing to you the attached, 2025 Washington County Maryland, NPDES Municipal Small MS4 Year 7 Progress Report, for General Permit No. 13-IM-5500. We have also addressed comments made in MDE's review of our 2024 Year 6 Progress Report, which are attached as a separate document.

The Year 7 submission is in the format as required by the MS4 Permit and contains the completed forms from Appendix D Section I, with the updated Impervious Area Restoration Work Plan and updated Restoration Activity Schedule (RAS). All information provided has been reviewed for accuracy and is based on the best information available at the time of compilation. The list is based on projects that we believe will meet the 20% requirement. The County intends to move forward with future projects listed on the RAS to meet the 20% restoration requirement. The RAS will be adjusted as we proceed to plan and implement our restoration schedule. Each project has a "projected" implementation year (consistent with the language in the GP). The County reserves the right to substitute a different project(s) if it becomes obvious during the implementation process that a project(s) is unworkable, costly, or otherwise ineffective

The RAS includes an additional 10% of restoration planning, as mandated by MDE. Washington County staff are currently finalizing an Impervious Acre Credits -Pay for Performance, Request for Proposal (RFP), which is tentatively scheduled to be advertised by January 2026.

Should you require further information, or have any questions or comments, please contact me directly at 240.313.2611 or email [jswauger@washco-md.net](mailto:jswauger@washco-md.net).

Respectfully,

John W. Swauger, Jr.  
Stormwater Management NPDES/MS4 Manager

Attachments (Link: [2025 Annual MS4 Progress Report to MDE](#))



**MARYLAND DEPARTMENT OF THE ENVIRONMENT  
WATER AND SCIENCE ADMINISTRATION**

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
GENERAL PERMIT FOR DISCHARGES FROM  
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS**

**GENERAL DISCHARGE PERMIT NO. 13-IM-5500  
GENERAL NPDES NO. MDR055500**

Final Determination: April 27, 2018  
Effective Date: October 31, 2018  
Expiration Date: October 30, 2023

This National Pollutant Discharge Elimination System (NPDES) general permit covers small municipal separate storm sewer systems (MS4s) in certain portions of the State of Maryland. MS4 owners and operators to be regulated under this general permit must submit a Notice of Intent (NOI) to MDE by October 31, 2018. An NOI serves as notification that the MS4 owner or operator intends to comply with the terms and conditions of this general permit.

## **APPENDIX D**

### **Municipal Small MS4 Progress Report**

**Maryland Department of the Environment (MDE)**

**National Pollutant Discharge Elimination System (NPDES)  
Small Municipal Separate Storm Sewer Systems (MS4) General Permit**

This Progress Report is required for those jurisdictions covered under General Discharge Permit No. 13-IM-5500. Progress Reports must be submitted to:

Maryland Department of the Environment, Water and Science Administration  
Sediment, Stormwater, and Dam Safety Program  
1800 Washington Boulevard, Suite 440, Baltimore, MD 21230-1708  
Phone: 410-537-3543 FAX: 410-537-3553  
Web Site: [www.mde.maryland.gov](http://www.mde.maryland.gov)


**Contact Information**

Permittee Name:	Washington County Maryland
Responsible Personnel:	Mr. John F. Barr - BOCC President
Mailing Address:	100 W. Washington Street Hagerstown, MD 21740
Phone Number(s):	240-313-2300
Email address:	<a href="mailto:jbarr@washco-md.net">jbarr@washco-md.net</a>
Additional Contact(s):	John W. Swauger, Jr., SWM NPDES/MS4 Manager
Mailing Address:	16232 Elliott Parkway Williamsport, MD 21795
Phone Number(s):	240-313-2611
Email address:	<a href="mailto:jswauger@washco-md.net">jswauger@washco-md.net</a>

**Signature of Responsible Personnel**

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 the 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.

John F. Barr  
Printed Name

  
Signature

10-25-25  
Date

**Reporting Period (State Fiscal Year):**

2025

**Due Date:**

10/31/2025

**Date of Submission:**

10/31/2025

**Type of Report Submitted:**

Impervious Area Restoration Progress Report (Annual): ☒

Six Minimum Control Measures Progress (Years 2 and 4): ☐

Both: ☐

**Permittee Information:**

Renewal Permittee: ☒

New Permittee: ☐

**Compliance with Reporting Requirements**

Part VI of the Small MS4 General Discharge Permit (No. 13-IM-5500) specifies the reporting information that must be submitted to MDE to demonstrate compliance with permit conditions. The specific information required in this MS4 Progress Report includes:

1. Annual: Progress toward compliance with impervious area restoration requirements in accordance with Part V of the general permit. All requested information and supporting documentation must be submitted as specified in Section I of the Progress Report.
2. Years 2 and 4: Progress toward compliance with the six minimum control measures in accordance with Part IV of the general permit. All requested information and supporting documentation shall be reported as specified in Section II of the Progress Report. MDE may request more frequent reporting and/or a final report in year 5 if additional information is needed to demonstrate compliance with the permit.

**Instructions for Completing Appendix D Reporting Forms**

The reporting forms provided in Appendix D allow the user to electronically fill in answers to questions. Users may enter quantifiable information (e.g., number of outfalls inspected) in text boxes. When a more descriptive explanation is requested, the reporting forms will expand as the user types to allow as much information needed to fully answer the question. The permittee must indicate in the forms when attachments are included to provide sufficient information required in the MS4 Progress Report.

## **Section I: Impervious Area Restoration Reporting Form**

### Section I: Impervious Area Restoration Reporting

1. a. Was the impervious area baseline assessment submitted in year 1?

☒ Yes ☐ No

b. If No, describe the status of completing the required information and provide a date at which all information required by MDE will be submitted:

- c. Has the baseline been adjusted since the previous reporting year?

☐ Yes ☒ No

2. Complete the information below based on the most recent data:

Total impervious acres of jurisdiction covered under this permit:

Total impervious acres treated by stormwater water quality best management practices (BMPs):

Total impervious acres treated by BMPs providing partial water quality treatment (multiply acres treated by percent of water quality provided):

Total impervious acres treated by nonstructural practices (i.e., rooftop disconnections, non-rooftop disconnections, or vegetated swales):

Total impervious acres untreated in the jurisdiction:

Twenty percent of this total area (this is the restoration requirement):

Verify that all impervious area draining to BMPs with missing inspection records is not considered treated. Describe how this information was incorporated into the overall analysis:

- **The BMPs included in the calculation of the restoration requirement contain only those BMPs that are considered as being in Normal Operation status and within the County's MS4 jurisdiction. All BMPs with a status of Normal Operation are inspected on a triennial basis as per the MS4 Permit requirements.**

2. Has an Impervious Area Restoration Work Plan been developed and submitted to MDE in accordance with Part V.B, Table 1 of the permit or other format?

☒ Yes ☐ No

### Section I: Impervious Area Restoration Reporting

Has MDE approved the work plan?

☒ Yes ☐ No

If the answer to either question is No, describe the status of submitting (or resubmitting) the work plan to MDE and provide a date at which all outstanding information will be available:

Describe progress made toward restoration planning, design, and construction efforts and describe adaptive management strategies necessary to meet restoration requirements by the end of the permit term:

- **County staff (Division of Engineering & Division of Environmental Management,) continue to analyze various means of restoration. The County is developing an Impervious Acre Credits - Pay for Performance Program in an effort to meet MDE's mandate for an additional 10% of restoration. This program is anticipated to be advertised in January of 2026.**

3. Has a Restoration Schedule been completed and submitted to MDE in accordance with Part V.B, Table 2 of the permit?

☒ Yes ☐ No

In year 5, has a complete restoration schedule been submitted including a complete list of projects and implementation dates for all BMPs needed to meet the twenty percent restoration requirement?

☒ Yes ☐ No

Are the projected implementation years for completion of all BMPs no later than 2025?

☐ Yes ☒ No

Describe actions planned to provide a complete list of projects in order to achieve compliance by the end of the permit term:

- **Washington County has provided a Restoration Activity Schedule indicating progress of restoration to date. The Smithsburg School Complex Stream Restoration has been delayed to the spring of 2026. Several other projects are still being proposed but there has been a delay in execution of the projects. All proposed projects are subject to approval by the county administration as well as budgetary limitations. The County will continue to analyze areas for restoration and will update the Restoration Schedule accordingly.**

Describe the progress of restoration efforts (attach examples and photos of proposed or completed projects when available):



### Section I: Impervious Area Restoration Reporting

**The county continues to complete outfall stabilizations, tree plantings, and water quality bmps for untreated roadways. (See attachments: 2025 Outfall Stabilization, 2025 Drywells on Heisterboro Road, and 2025 Earth Day Tree Planting Penn Mar Park.)**

4. Has the BMP database been submitted to MDE in Microsoft Excel format in accordance with Appendix B, Tables B.1.a, b, and c?

☒ Yes ☐ No

Is the database complete?

☒ Yes ☐ No

If either answer is No, describe efforts underway to complete all data fields, and a date that MDE will receive the required information:

5. Provide a summary of impervious area restoration activities planned for the next reporting cycle (attach additional information if necessary):
- **The Smithsburg High School stream restoration project has been delayed until Spring/Summer 2026 at the location.**
  - **Efforts continue to plant additional trees on publicly owned property. County staff are in the process of developing the Liberty Tree Program to facilitate the planting of trees on private property.**
  - **It is anticipated that the Impervious Acre Credits - Pay for Performance Program will be advertised in January 2026.**
  - **The County recently ordered a new street sweeper to replace the current street sweeper. The County will continue street sweeping for the next permit term as it has been a successful program.**

6. Describe coordination efforts with other agencies regarding the implementation of impervious area restoration activities:

- **Washington County works with MD DNR Forestry Department for implementation of tree plantings in various locations in the county.**

7. List total cost of developing and implementing the impervious area restoration program during the permit term:

### **Section I: Impervious Area Restoration Reporting**

- **The estimated cost is approximately 17 million dollars based off previous project costs and proposed estimated amounts. Available monies will ultimately be determined by Washington County's Operating and CIP budgets and are subject to approval by the Washington County Board of County Commissioners. Some efforts and costs are borne by developers and outside agencies and therefore the cost may be estimated. Washington County will revise the cost of developing and implementing the program as necessary as information becomes available.**

## **Section II: Minimum Control Measures Reporting Forms**

### MCM #1: Public Education and Outreach

<p>1. Does the permittee maintain a process and phone number for the public to report water quality complaints? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Number of complaints received: <input type="text"/></p> <p>Describe the actions taken to address the complaints:</p>
<p>2. Describe training to employees to reduce pollutants to the MS4:</p>
<p>3. Describe the target audience(s) within the jurisdiction:</p>
<p>4. Are examples of educational/training materials attached with this report? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Provide the number and type of educational materials distributed: Describe how the public outreach program is appropriate for the target audience(s): •</p>
<p>5. Describe how stormwater educational materials were distributed to the public (e.g., newsletters, website):</p>
<p>6. Describe how educational programs facilitated efforts to reduce pollutants in stormwater runoff: •</p>
<p>7. Provide a summary of the activities planned for the next reporting cycle: •</p>
<p>8. List the total cost of implementing this MCM over the permit term:</p>

## MCM #2: Public Involvement and Participation

1. Describe how the public involvement and participation program is appropriate for the target audience(s):

2. Quantify and report public involvement and participation efforts shown below where applicable.

Number of participants at public events:

Quantity of trash and debris removed at clean up events:

Number of employee volunteers participating in sponsored events:

Number of trees planted:

Length of stream cleaned (feet):

Number of storm drains stenciled:

Number of public notices published to facilitate public participation:

Number of public meetings organized:

Total number of attendees at all public meetings:

Describe the agenda, items discussed, and collaboration efforts with interested parties for public meetings:

Describe how public comments have been incorporated into the permittee's MS4 program, including water quality improvement projects to address impervious area restoration requirements:

Describe any additional events and activities if applicable:

3. Provide a summary of activities planned for the next reporting cycle:

- 

4. List the total cost of implementing this MCM for the permit term:

**MCM #2: Public Involvement and Participation**

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### **MCM #3: Illicit Discharge Detection and Elimination (IDDE)**

1. Does the permittee maintain a map of the MS4 owned or operated by the permittee, including stormwater conveyances, outfalls, stormwater best management practices (BMPs), and waters of the U.S. receiving stormwater discharges?

☐ Yes ☐ No

If Yes, attach the map to this report and provide a progress update on any features that are still being mapped. If No, detail the current status of map development and provide an estimated date of submission to MDE:

2. Does the permittee have an ordinance, or other regulatory means, that prohibits illicit discharges?

☐ Yes ☐ No

If Yes, describe the means for enforcement utilized by the permittee (alternatively, a link may be provided to the permittee's webpage where this information is available). If No, describe the permittee's plan, including approximate time frame, to establish a regulatory means to prohibit illicit discharges:

3. Describe the process the permittee utilizes for gaining access to private property to investigate and eliminate illicit discharges:

4. Did the permittee submit to MDE standard operating procedures (SOPs) in accordance with Part IV.C of the permit?

☐ Yes ☐ No

If No, provide a proposed date that SOPs will be submitted to MDE. MDE may require more frequent reports for delays in program development:

Did MDE approve the submitted SOPs?

☐ Yes ☐ No

If No, describe the status of requested SOP revisions and approximate date of resubmission for MDE approval:

5. Describe how the permittee prioritized screening locations in areas of high pollutant potential and identify the areas within which screenings were conducted during this reporting period:

### MCM #3: Illicit Discharge Detection and Elimination (IDDE)

6. Answers to the following questions must reflect this two-year reporting period.

How many outfalls are identified on the map?

How many outfalls were required to be screened for dry weather flows to meet the minimum numeric requirement (i.e., 20% of total outfalls, up to 100)?

How many outfalls were screened for dry weather flows?

Per the permittee's SOP, how frequently were outfalls required to be screened?

At what frequency were outfalls screened during the reporting period?

How many dry weather flows were observed?

If dry weather flows were observed, how many were determined to be illicit discharges?

Describe the investigation process to track and eliminate each suspected illicit discharge and report the status of resolution:

- 

7. Describe maintenance or corrective actions undertaken during this reporting period to address erosion, debris buildup, sediment accumulation, or blockage problems:

8. Is the permittee maintaining all IDDE inspection records and are they available to MDE during site inspections?

☐ Yes ☐ No

9. If spills, illicit discharges, and illegal dumping occurred during this reporting period, describe the corrective actions taken, including enforcement activities, and indicate the status of resolution:

- 

10. Attach to this report specific examples of educational materials distributed to the public related to illicit discharge reporting, illegal dumping, and spill prevention. If these are not available, describe plans to develop public education materials and submit examples with the next Progress Report:



**MCM #3: Illicit Discharge Detection and Elimination (IDDE)**

11. Specify the number of employees trained in illicit discharge detection and spill prevention:

12. Provide examples of training materials. If not available, describe plans to develop employee training and submit examples with the next Progress Report:

13. List the cost of implementing this MCM during this permit term:

#### **MCM #4: Construction Site Stormwater Runoff Control**

##### **Erosion & Sediment Control Program Procedures, Ordinances, and Legal Authority**

1. Does the permittee have an MDE approved ordinance?

☐ Yes ☐ No

Has the permittee submitted modifications to MDE?

☐ Yes ☐ No

Has the adopted ordinance been submitted to MDE?

☐ Yes ☐ No

If No, is the adopted ordinance attached?

☐ Yes ☐ No

2. Does the permittee rely on the County, local Soil Conservation District, or MDE to perform any or all requirements for an acceptable erosion and sediment control program? ☐ Yes ☐ No

If Yes, check all that apply:

☐ Plan Review and Approval

☐ Construction Inspections

☐ Enforcement

3. Does the permittee have a process to ensure that all necessary permits for a proposed development have been obtained prior to issuance of a grading or building permit?

☐ Yes ☐ No

Explain how the permittee ensures all permits are in place:

##### **Erosion & Sediment Control Program Implementation Information**

1. Does the permittee have a process for receiving, investigating, and resolving complaints from interested parties related to construction activities and erosion and sediment control?

☐ Yes ☐ No

Describe the process:

Provide a list of all complaints and summary of actions taken to resolve them:

#### **MCM #4: Construction Site Stormwater Runoff Control**

2. Total number of active construction projects within the reporting period:

Provide a list of all construction projects and disturbed areas:

Does the permittee submit grading reports to MDE (only applies if the permittee has an MDE approved ordinance)?

☐ Yes ☐ No ☐ N/A

3. Total number of violation notices issued related to this MCM within the permit area (report total number whether the permittee or another entity performs inspections):

Describe the status of enforcement activities:

Describe how the permittee communicates and collaborates with the enforcement authority for violations within the permit area. Include measures taken by the permittee such as suspending or denying a building or grading permit in order to prevent the discharge of pollutants into the MS4:

Are erosion and sediment control inspection records retained and available to MDE during field review of local programs?

☐ Yes ☐ No

If No, explain:

- 

**(See Attachment RCP Certificate Holders)**

4. Number of staff trained in MDE's Responsible Personnel Certification:

5. Describe the coordination efforts with other entities regarding the implementation of this MCM:

6. List the total cost of implementing this MCM over the permit term:

### MCM #5: Post Construction Stormwater Management

Stormwater Management Program Procedures, Ordinances, and Legal Authority	
1. Does the permittee have an MDE approved ordinance?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the permittee submitted modifications to MDE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the adopted ordinance been submitted to MDE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If No, is the adopted ordinance attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Does the permittee have a memorandum of understanding (MOU) with the County to perform any or all requirements for an acceptable stormwater program? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, check all that apply: <input type="checkbox"/> Plan Review and Approval <input type="checkbox"/> First Year Post Construction Inspections <input type="checkbox"/> As-Built Plan Approval <input type="checkbox"/> Post Construction Triennial Inspections <input type="checkbox"/> Enforcement <input type="checkbox"/> BMP Tracking and Reporting	
Stormwater Management Program Implementation Information	
1. Has an Urban BMP database been submitted in accordance with the database structure in Appendix B, Tables B.1.a, b, and c as a Microsoft Excel file? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe the status of the database and efforts to complete all data fields: •	
Total number of triennial inspections performed: <input type="text"/>	
Total number of BMPs jurisdiction-wide: <input type="text"/>	
Are inspections performed at least once every three years for all BMPs? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If No, describe how the permittee will catch up on past inspections and remain on track to perform BMP inspections once every three years:	

### MCM #5: Post Construction Stormwater Management

<p>Are BMP inspection records retained and available to MDE during field review of local programs?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>2. Total number of violation notices issued: <input type="text"/></p> <p>Describe efforts to bring BMPs into compliance and the status of enforcement activities within the jurisdiction:</p> <ul style="list-style-type: none"><li>•</li></ul>
<p>3. Describe how the permittee coordinates and cooperates with the County to ensure stormwater BMPs are functioning according to approved standards. (Applicable for municipalities that rely on the County to perform stormwater triennial inspections):</p>
<p>4. Provide a summary of routine maintenance activities for all publicly owned BMPs:</p> <p>Number of publicly owned BMPs: <input type="text"/></p> <p>Describe how often BMPs are maintained. Specify whether maintenance activities are more frequent for certain BMP types:</p> <p>Are BMP maintenance checklists and procedures for publicly owned BMPs available to MDE during field review of local programs?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Are BMP maintenance records retained and available to MDE during field review of local programs?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If either answer is No, describe planned actions to implement maintenance checklists and procedures and provide formal documentation of these activities:</p>
<p>5. Number of staff trained in proper BMP design, performance, inspection, and routine maintenance: <input type="text"/></p>
<p>6. Provide a summary of activities planned for the next reporting cycle:</p> <ul style="list-style-type: none"><li>•</li></ul>
<p>7. List the total cost of implementing this MCM over the permit term:</p>

### MCM #6: Pollution Prevention and Good Housekeeping

1. Provide a list of topics covered during the last training session related to pollution prevention and good housekeeping, and attach to this report specific examples of training materials:

List all training dates within this two-year reporting period:

Number of staff attended:

2. Are the good housekeeping plan and inspection records at each property retained and available to MDE during field review of the local program? ☐ Yes ☐ No

If No, explain:

Provide details of all discharges, releases, leaks, or spills that occurred in the past reporting period using the following format (attach additional sheets if necessary).

Property Name:

Date:

Describe observations:

Describe permittee's response:

3. Quantify and report property management efforts as shown below, where applicable (attach additional sheets if necessary).

Number of miles swept:

Amount of debris collected from sweeping (indicate units):

If roads and streets are swept, describe the strategy the permittee has implemented to maximize efficiency and target high priority areas:

Number of inlets cleaned:

Amount of debris collected from inlet cleaning (indicate units):

Describe how trash and hazardous waste materials are disposed of at permittee owned and operated property(ies), including debris collected from street sweeping and inlet cleaning:

### **MCM #6: Pollution Prevention and Good Housekeeping**

Does the permittee have a current State of Maryland public agency permit to apply pesticides?

☐ Yes ☐ No

If No, explain (e.g., contractor applies pesticides):

Does the permittee employ at least one individual certified in pesticide application?

☐ Yes ☐ No

If Yes, list name(s):

If the permittee applied pesticides during the reporting year, describe good housekeeping methods (e.g., integrated pest management, alternative materials/techniques):

If the permittee applied fertilizer during the reporting year, describe good housekeeping methods (e.g., application methods, chemical storage, native or low maintenance species, training):

If the permittee applied materials for snow and ice control during the reporting year, describe good housekeeping methods (e.g., pre-treatment, truck calibration and storage, salt domes):

Describe good housekeeping BMP alternatives not listed above:

4. If applicable, provide a status update for permittee owned or operated properties regarding coverage under the Maryland General Permit for Stormwater Discharges Associated with Industrial Activity or an individual industrial surface water discharge permit:

5. List the total cost of implementing this MCM over the permit term: