



Agency Use
MTR04
Date Rec'd:
Amount Rec'd:
Check No.:
Rec'd By:

FORM <b>MS4-AR</b>	<b>MPDES Storm Water Small MS4 Annual Report Form</b>				
Reporting period is for the calendar year, January 1st through December 31st. Check one. Annual Report is due by March 1st of the following year.					
<input type="radio"/> 2017		<input type="radio"/> 2018		<input type="radio"/> 2019	
<input type="radio"/> 2020		<input type="radio"/> 2021			

**Instructions:** This Annual Report Form is to be completed by each permittee and co-permittee authorized to discharge storm water under the General Permit for Storm Water Discharges Associated with Small Municipal Separate Storm Water Sewer Systems (MS4s). All authorized permittees and co-permittees are required to complete this Annual Report Form for each calendar year reporting period. For co-permittees authorized under one permit authorization or for co-permittees with multiple authorizations, you are required to complete this form and submit separate required documents/information exclusively for your respective regulated Small MS4 area(s). This completed Annual Report Form must be electronically submitted to the Montana Department of Environmental Quality, Water Protection Bureau. Electronic submission is required through the web-based tool: NetDMR. Additional information is located on DEQ's website: <http://deq.mt.gov/Water/WQINFO/ctss/netdmr>.

Small MS4 Authorization Number: MTR04

Small MS4 Classification	<input type="radio"/> Traditional	<input type="radio"/> Non-Traditional
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Small MS4 Name:

Small MS4 Mailing Address:

City, State, and Zip Code:

Small MS4 Contact Person (and Title):

Mailing Address:

City, State, and Zip Code:

Phone Number: ( )	E-mail address:
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**Storm Water Management Team:** Attach an organizational chart identifying a primary SWMP coordinator and the positions responsible for implementing each minimum measure.

<b>Requested above chart:</b>	<input type="radio"/> Attached	<input type="radio"/> Not Attached
Has the permittee established and executed a formalized mechanism for regular communication between storm water management team members?	<input type="radio"/> Yes	<input type="radio"/> No

**Permittee's SWMP Resources:**

How many FTEs does the permittee designate to the MS4 permit? \_\_\_\_\_ If needed, provide an explanation.

If more space is needed, submit on an additional page with corresponding reference or on a data storage device.

**Answer the following five (5) questions on an additional page with corresponding reference or on a data storage device.**

(1) What are the source(s) of funding for implementation of the MS4 permit and the estimated percentage of the total budget allocated from each source listed?

(2) Specific to the annual reporting calendar year, how did the permittee justify commitment of resources or budget allocations to the implementation of the MS4 permit to decision-makers and the public? Provide a summary of meetings and outcomes held with decision-makers and the public.

(3) Has the permittee demonstrated program effectiveness to obtain budget allocations for this annual reporting calendar year or previous years? Why or why not? If so, what program effectiveness metrics were presented?

(4) How was this annual reporting calendar year's approach to allocate resources different than the previous year's approach?

(5) Was the permittee successful in their request for budget allocations? Describe the outcome and factors that affected or resulted in that outcome.

<b>Illicit Discharge Detection &amp; Elimination:</b> Per the IDDE MCM requirement (Part II (3)(c.i)), has the permittee reviewed, and updated if needed, the storm sewer map during the calendar year?	<input type="radio"/> Yes	<input type="radio"/> No
Per the IDDE MCM requirement (Part II (3)(e.i)), has the permittee dry weather inspected and screened outfalls during the calendar year?	<input type="radio"/> Yes	<input type="radio"/> No
<b>Fill in the blanks with numbers.</b> The permittee has inspected _____ outfalls during this calendar year. Since authorization under the 2017 General Permit, the permittee has inspected _____ total outfalls out of the _____ total MS4 outfalls.		

Per the Illicit Discharge Detection & Elimination MCM (Part II (3)(e.i)), the permittee will complete the requirement to inspect and screen all outfalls during dry weather by the end of the permit cycle.	<input type="radio"/> Yes	<input type="radio"/> No
<b>Construction Site Storm Water Management:</b> During the calendar year, how many construction storm water management plan reviews were completed (Part II (4)(b))? _____		
During the calendar year, how many construction projects were inspected for their storm water management controls (Part II (4)(c))? _____		
<p><b>Pollution Prevention/Good Housekeeping for Permittee Operations:</b></p> <p>Has the permittee reviewed, and updated if needed, the inventory of permittee-owned/operated facilities and activities (Part II (6)(a.i))?</p>		
<p>Has the permittee reviewed, and updated if needed, the map that identifies the locations of facilities and known locations of activities (Part II (6)(a.ii))?</p>		
<p>Has the permittee conducted annual storm water pollution prevention training for permittee staff during the next permit year after development of each standard operating procedure (Part II (6)(a.v))?</p>		
<small>*Not applicable during calendar year 2017, 2018, and 2019. Check "No" during these years.*</small>		
<p><b>Training:</b> According to Part II (B) Training requirements, has the permittee conducted applicable training during the 1<sup>st</sup> and 4<sup>th</sup> calendar years?</p>		
<small>*Not required during calendar year 2018, 2019, and 2021. Check "No" during these years.*</small>		
<p>According to Part II (B) Training requirements, has the permittee conducted applicable new employee training within 90 days of the hire date?</p>		
<p><b>Special Conditions:</b> Per <b>Pre-TMDL Approval (Part III.A) requirements</b>, attach the required information regarding identification of all outfalls that discharge to impaired waterbodies, the impaired waterbodies, and the associated pollutants of impairments. Summarize the BMPs implemented over the reporting period and a schedule of BMPs planned for the following year.</p>		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
<p><b>Special Conditions: Approved TMDLs (Part III.B) requirements per calendar year below.</b></p>		
<p><b>Calendar Year 2017:</b> The permittee has attached a Sampling Plan that includes strategy rationale, monitoring frequency, monitoring parameters, and monitoring locations.</p>		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable

**Calendar Year 2017:** The permittee has attached all outfalls that discharge to impaired waterbodies and the associated pollutants of impairment.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**Calendar Year 2018:** The permittee has attached all outfalls that discharge to impaired waterbodies and the associated pollutants of impairment.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**Calendar Year 2019:** The permittee has attached all outfalls that discharge to impaired waterbodies and the associated pollutants of impairment.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**Calendar Year 2020:** The permittee has attached all outfalls that discharge to impaired waterbodies and the associated pollutants of impairment.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**Calendar Year 2020:** The permittee has attached the TMDL section of the SWMP that identifies the measures and BMPs it plans to implement, describes the MS4's impairment priorities and long term strategy, and outlines interim milestones for controlling the discharge of the pollutants of concern and making progress towards meeting the TMDL.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**Calendar Year 2021:** The permittee has attached all outfalls that discharge to impaired waterbodies and the associated pollutants of impairment.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**Calendar Year 2021:** The permittee has evaluated the TMDL section of the SWMP based on monitoring results. The section has been revised, if needed, and is attached.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**Monitoring:** Per requirements in Part IV (B), has the permittee attached monitoring results, calculations, and evaluations?

<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not Applicable
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**INSTRUCTIONS: The permittee will only fill out the Annual Report Attachments section below that corresponds to the calendar in which an Annual Report is being submitted for. Attach the requested documents/information.**

<b>2017 Annual Report Attachments (1<sup>st</sup> Calendar Year)</b>		
<b>Public Education and Outreach:</b>		
Per requirements a.i in the referenced MCM, attach the required information regarding key target audiences and associated pollutants.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
<b>Public Involvement and Participation:</b>		
Per requirements a.i in the referenced MCM, attach the required information regarding the public involvement approach and schedule of each key audience.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
<b>Illicit Discharge Detection &amp; Elimination:</b>		
Per requirements a.i in the referenced MCM, attach the required information regarding categories of non-storm water discharges or flows, associated pollutants, and local controls or conditions.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements b.i in the referenced MCM, attach the required information regarding occasional non-storm water discharges or flows, associated pollutants, and local controls or conditions.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements f.i in the referenced MCM, attach the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
<b>Construction Site Storm Water Management:</b>		
Per requirements a.iii in the referenced MCM, attach progress towards an Enforcement Response Plan and associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Specific to Traditional MS4s and per requirements b.i in the referenced MCM, attach the construction storm water management plan review checklist.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Specific to Non-Traditional MS4s and per requirements b.iii in the referenced MCM, attach the construction storm water management plan review checklist.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Specific to Traditional MS4s and per requirements c.i in the referenced MCM, attach the construction storm water management inspection form or checklist.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Specific to Non-Traditional MS4s and per requirements c.ii in the referenced MCM, attach the construction storm water management inspection form or checklist.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable

**Post-Construction Site Storm Water Management in New and Redevelopment**

Specific to Traditional MS4s and per requirements b.i in the referenced MCM, attach the post-construction storm water management plan review checklist.

Attached  Not Attached  Not applicable

Specific to Non-Traditional MS4s and per requirements b.ii in the referenced MCM, attach the post-construction storm water management plan review checklist.

Attached  Not Attached  Not applicable

Per requirements in b.iii in the referenced MCM, attach the performance standards and associated documents.

Attached  Not Attached

**2018 Annual Report Attachments (2<sup>nd</sup> Calendar Year)****Public Education and Outreach:**

Per requirements b.i in the referenced MCM, attach the required information regarding outreach messages.

Attached  Not Attached

Per requirements c.i in the referenced MCM, attach the required information regarding a description of formats, distribution channels and schedule for key target audiences.

Attached  Not Attached

**Public Involvement and Participation:**

Per requirements a.ii in the referenced MCM, attach the required information regarding participation and key target audience feedback on approaches.

Attached  Not Attached

**Illicit Discharge Detection & Elimination:**

Per requirements a.i in the referenced MCM, attach the required information regarding categories of non-storm water discharges or flows, associated pollutants, and local controls or conditions.

Attached  Not Attached

Per requirements b.i in the referenced MCM, attach the required information regarding occasional non-storm water discharges or flows, associated pollutants, and local controls or conditions.

Attached  Not Attached

Specific to Traditional MS4s and per requirements d.i in the referenced MCM, attach the adopted ordinance or other regulatory mechanism to prohibit illicit discharges.

Attached  Not Attached  Not applicable

Specific to Non-Traditional MS4s and per requirements d.ii in the referenced MCM, attach the summary of legal authority to prohibit illicit discharges.

Attached  Not Attached  Not applicable

Per requirements d.iii in the referenced MCM, attach the required summary of the cooperative agreements.

<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements d.iv in referenced MCM, attach the Enforcement Response Plan and associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements e.ii in referenced MCM, attach the list of high priority outfalls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Specific to Traditional MS4s and per requirements f.iii in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Specific to Non-Traditional MS4s and per requirements f.iv in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
<b>Post-Construction Site Storm Water Management in New and Redevelopment</b>		
Specific to Traditional MS4s and per requirements c.i in the referenced MCM, attach the post-construction storm water management inspection form or checklist.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Specific to Non-Traditional MS4s and per requirements c.ii in the referenced MCM, attach the post-construction storm water management inspection form or checklist.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Per requirements in c.iii in the referenced MCM, attach the inventory of all new permittee-owned and private post-construction storm water management controls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements in c.vi in the referenced MCM, attach an inspection frequency protocol.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Specific to Traditional MS4s and per requirements c.vii, attach the developed inspection program.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
<b>Pollution Prevention/Good Housekeeping for Permittee Operations</b>		
Per requirements in a.iii in the referenced MCM, attach completed Standard Operating Procedures.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	

## 2019 Annual Report Attachments (3<sup>rd</sup> Calendar Year)

### Public Education and Outreach:

Per requirements c.ii in the referenced MCM, attach the required information regarding outreach materials distributions.

Attached  Not Attached

### Public Involvement and Participation:

Per requirements a.ii in the referenced MCM, attach the required information regarding participation and key target audience feedback on approaches.

Attached  Not Attached

### Illicit Discharge Detection & Elimination:

Per requirements a.i in the referenced MCM, attach the required information regarding categories of non-storm water discharges or flows, associated pollutants, and local controls or conditions.

Attached  Not Attached

Per requirements b.i in the referenced MCM, attach the required information regarding occasional non-storm water discharges or flows, associated pollutants, and local controls or conditions.

Attached  Not Attached

Per requirements e.ii in referenced MCM, attach the list of high priority outfalls.

Attached  Not Attached

Per requirements e.iii in referenced MCM, attach the required summary of screening results.

Attached  Not Attached

Specific to Traditional MS4s and per requirements f.iii in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.

Attached  Not Attached  Not applicable

Specific to Non-Traditional MS4s and per requirements f.iv in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.

Attached  Not Attached  Not applicable

### Construction Site Storm Water Management:

Specific to Traditional MS4s and per requirements a.i in the referenced MCM, attach the adopted ordinance or other regulatory mechanism to require construction storm water controls.

Attached  Not Attached  Not applicable

Specific to Non-Traditional MS4s and per requirements a.ii in the referenced MCM, attach the legal authority summary.

Attached  Not Attached  Not applicable

Per requirements a.iii in the referenced MCM, attach the adopted Enforcement Response Plan and associated documents.

Attached  Not Attached

### Post-Construction Site Storm Water Management in New and Redevelopment

Per requirements in c.viii in the referenced MCM, attach findings and compliance actions regarding inspections of high priority post-construction storm water management controls.

Attached  Not Attached

Specific to Traditional MS4s and per requirements c.ix, attach the findings and resulting actions regarding inspections of high priority privately-owned post-construction storm water management controls.

Attached  Not Attached  Not applicable

#### **Pollution Prevention/Good Housekeeping for Permittee Operations**

Per requirements in a.iii in the referenced MCM, attach the completed Standard Operating Procedures.

Attached  Not Attached

### **2020 Annual Report Attachments (4<sup>th</sup> Calendar Year)**

#### **Public Education and Outreach:**

Per requirements c.ii in the referenced MCM, attach the required information regarding outreach materials distributions.

Attached  Not Attached

#### **Public Involvement and Participation:**

Per requirements a.ii in the referenced MCM, attach the required information regarding participation and key target audience feedback on approaches.

Attached  Not Attached

#### **Illicit Discharge Detection & Elimination:**

Per requirements a.i in the referenced MCM, attach the required information regarding categories of non-storm water discharges or flows, associated pollutants, and local controls or conditions.

Attached  Not Attached

Per requirements b.i in the referenced MCM, attach the required information regarding occasional non-storm water discharges or flows, associated pollutants, and local controls or conditions.

Attached  Not Attached

Per requirements e.ii in referenced MCM, attach the list of high priority outfalls.

Attached  Not Attached

Per requirements e.iii in referenced MCM, attach the required summary of screening results.

Attached  Not Attached

Specific to Traditional MS4s and per requirements f.iii in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.

Attached  Not Attached  Not applicable

Specific to Non-Traditional MS4s and per requirements f.iv in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge

Investigation and Corrective Action Plan and any associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
<b>Post-Construction Site Storm Water Management in New and Redevelopment</b>		
Specific to Traditional MS4s and per requirements a.i in the referenced MCM, attach the adopted ordinance or other regulatory mechanism to require post-construction storm water controls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Specific to Non-Traditional MS4s and per requirements a.ii in the referenced MCM, attach the legal authority summary.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Per requirements in a.iii in the referenced MCM, attach the Enforcement Response Plan and associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements in c.viii in the referenced MCM, attach findings and compliance actions regarding inspections of high priority post-construction storm water management controls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Specific to Traditional MS4s and per requirements c.ix, attach the findings and resulting actions regarding inspections of high priority privately-owned post-construction storm water management controls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Per requirements in d.i in the referenced MCM, attach a summary of the discussion outcomes.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
<b>Pollution Prevention/Good Housekeeping for Permittee Operations</b>		
Per requirements in a.iii in the referenced MCM, attach the completed Standard Operating Procedures.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	

<b>2021 Annual Report Attachments (5<sup>th</sup> Calendar Year)</b>		
<b>Public Education and Outreach:</b>		
Per requirements c.ii in the referenced MCM, attach the required information regarding outreach materials distributions.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
<b>Public Involvement and Participation:</b>		
Per requirements a.ii in the referenced MCM, attach the required information regarding participation and key target audience feedback on approaches.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
<b>Illicit Discharge Detection &amp; Elimination:</b>		
Per requirements a.i in the referenced MCM, attach the required information regarding categories of non-storm water discharges or flows, associated pollutants, and local controls or conditions.		

<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements b.i in the referenced MCM, attach the required information regarding occasional non-storm water discharges or flows, associated pollutants, and local controls or conditions.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements e.ii in referenced MCM, attach the list of high priority outfalls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Per requirements e.iii in referenced MCM, attach the required summary of screening results.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Specific to Traditional MS4s and per requirements f.iii in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
Specific to Non-Traditional MS4s and per requirements f.iv in the referenced MCM, attach the summary of investigations conducted and corrective actions taken per the required Illicit Discharge Investigation and Corrective Action Plan and any associated documents.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
<b>Post-Construction Site Storm Water Management in New and Redevelopment</b>		
Per requirements in c.viii in the referenced MCM, attach findings and compliance actions regarding inspections of high priority post-construction storm water management controls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
Specific to Traditional MS4s and per requirements c.ix, attach the findings and resulting actions regarding inspections of high priority privately-owned post-construction storm water management controls.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable
<b>Pollution Prevention/Good Housekeeping for Permittee Operations</b>		
Per requirements in a.iii in the referenced MCM, attach completed Standard Operating Procedures.		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	
<b>Attach any updates, changes, or improvements to the Small MS4 Storm Water Management Program per requirements in Part IV (E).</b>		
<input type="radio"/> Attached	<input type="radio"/> Not Attached	<input type="radio"/> Not applicable

**Annual Report Form Signature**

**This Annual Report Form must be completed, signed, and certified as follows:**

- **For a corporation, by a principal officer of at least the level of vice president;**
- **For a partnership or sole proprietorship, by a general partner or the proprietor, respectively; or**

**For a municipality, state, federal, or other public facility, by either a principal executive officer or ranking elected official.**

**All Permittees Must Complete the Following Certification:**

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 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. [75-5-633, MCA].

*Certification of this form indicates conformance with the 2017 General Permit for Storm Water Discharge Associated with Small Municipal Separate Storm Sewer Systems and the required Annual Reporting upon receipt of permit coverage.*

**Name (Type or Print)****Title (Type or Print)****Phone Number****Signature****Date Signed**