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Memo

To: Port Tenants and Users

From: Michele Bradley

Date: 9/15/2026

Re: Stormwater

The Port of Tillamook Bay is in the process of improving our outreach regarding our Oregon Department of Environmental Quality 1200-Z Stormwater Discharge General Permit and the requirements of the permit.

The new general industrial stormwater permit (153 pages) can be found online here: <https://www.oregon.gov/deq/wq/Documents/wqp1200zNPDESsign26.pdf>

or on the Port's utilities website along with Training & Inspection materials and forms at <https://potb.org/utilities-operations/>

For those of you with leases with the POTB, this falls into the section regarding all local, state, and federal laws and rules. For those that own your own property within the boundaries of the Port's stormwater drainage area, this also applies via state laws. The Port's 1200-Z permit covers all industrial activity located within the Port's industrial boundary. Because of your location at the Port, you are mandated to follow the requirements of the permit.

This letter is to notify you that Chance Steffey, PE, District Engineer, will be your contact if you have any questions or concerns regarding your requirements for meeting the Stormwater Discharge Permit. A copy of the inspection requirements are on the back side of this sheet.

Chance Steffey, PE, email: csteffey@potb.org phone (503) 354-8044

Thank you for your cooperation, and feel free to reach out to me with any questions or concerns. My direct line is (503) 354-8043 and email is mbradley@potb.org.

INSPECTIONS

7. Permit registrant must meet the following monthly inspection requirements:

- A. Inspect areas where industrial materials or activities are exposed to stormwater and areas where stormwater control measures, structures, catch basins, and treatment facilities are located. Inspections must include all discharge points and the following areas:
 - 1) Industrial materials, residue, or trash that may have or could come into contact with stormwater;
 - 2) Leaks or spills from industrial equipment, drums, tanks, and other containers;
 - 3) Offsite and internal tracking of industrial or waste materials, or sediment where vehicles enter or exit the site;
 - 4) Tracking or blowing of raw, final, or waste materials that results in exposure of stormwater falling on the site;
 - 5) Evidence of, or the potential for, pollutants entering the drainage system;
 - 6) Evidence of pollutants discharging to receiving waters at all discharge point(s);
 - 7) Visual observation for the presence of floating, suspended or settleable solids, color, odor, foam, visible oil sheen, or other obvious indicators of pollution in the stormwater discharge at all discharge point(s), including discharge points that have been authorized to be substantially similar.
- 8) Stormwater control measures, including treatment, to ensure they are functioning properly.
 - B. Conduct all inspections by personnel that have completed employee training and are familiar with aspects of the SWPCP.
 - C. Conduct and document visual inspections at the site on a monthly basis when the facility is in operation. Visual observations above must be conducted during a discharge event if one occurs during the month, regardless of whether the monthly site inspection has already occurred.
 - D. For exceptionally large facilities where monthly inspections of all areas or visual observation at all substantially similar discharge points are infeasible, DEQ or agent may approve in writing a modified inspection frequency.
 - E. Conduct visual observations during regular business hours of operation and safe conditions
 - F. Document the following in an inspection report that is retained on-site and submitted to DEQ or agent upon request:
 - i. The inspection date and time;
 - ii. The name(s) of inspector(s);
 - iii. Control measures and treatment facilities needing cleaning, replacement, maintenance, reconditioning or repair;
 - iv. The condition of the drainage and conveyance system and need for maintenance;
 - v. Previously unidentified sources of pollutants;
 - vi. Stormwater discharge visual observations, a Tier I report is required if visual observation shows evidence of stormwater pollution.
 - vii. Nature of the discharge; whether snow or rain; and
 - viii. Any corrective action, source control or maintenance taken or scheduled to remedy problems found.