Annual Report Under MS4
General Permit No. WI-S050181-1
Form 3400-216 (R 12/16) Page 1 of 9

Due by March 31, 2017

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user’s convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin’s Open Records Law [ss. 19.31-19.39, Wis. Stats.]. This form is for reporting on activities undertaken in calendar years 2015 and 2016 for municipalities covered under the MS4 General Permit No. WI-S050181-1.

Instructions: Complete each section of the form. If additional space is needed, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2017, to the appropriate address indicated on the last page of this form.

Part I. Municipal Information

Name of Municipality: Washington County
Mailing Address: 432 E. Washington St.
City: West Bend
State: WI
ZIP Code: 53095
County(s) in which Municipality is located: Washington
Municipality Type: (select one)
- County
- City
- Village
- Town
- Other (specify)
Facility ID No. (FIN): 52319

Part II. Municipal Contact Information

Name of Municipal Contact Person: Joshua Schoemann
Mailing Address (if different from above): 432 E. Washington St.
City: West Bend
State: WI
ZIP Code: 53095
Email: joshua.schoemann@co.washington.wi.us
Phone Number (include area code): (262) 306-2200
Fax Number (include area code): (262) 306-2201

Has the contact person changed in the last year? 
- Yes
- No

Part III. Certification

I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050181-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality’s governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name: Paul B. Sebo
Authorized Representative Title: County Conservationist
Signature of Authorized Representative: 
Date: 
Email: paul.sebo@co.washington.wi.us
Phone Number (include area code): (262) 335-4800
Fax Number (include area code): (262) 335-6868

Part IV. General Information

a. Describe the municipality’s efforts to invite the municipal governing body, interest groups, and general public to review and comment on the annual report.

This being our very first report we are still developing tools, compiling information and completing modeling in order to determine the level of compliance Washington County is with this WPDES MS4 Permit. Urban/Rural-Urban storm water education information has been integrated into the Planning and Parks Department, Land and Water Conservation Division’s (LWCD) website and programs for decades. On the Division’s website, links to a page that is dedicated to Urban/Rural-Urban storm water and water quality improvement practices. Likewise, through programs like the Division’s Annual Tree and Native Seed Sale Program materials like compost bins and rain barrels are offered to county residents, each help to improve storm water quality. The annual Full Service Clean Sweep provides residents an outlet to properly dispose of hazardous chemicals and other recyclable produces which helps to keep our lakes, rivers and groundwater clean. It is intended that this annual report will be presented to the Public Work Committee of Washington County in either April or May, 2017 for their review, understanding and comment. A copy of this report and supplemental information will be provided as part of the agenda making it available to all County Board Supervisors and the general public. Additionally, this report and all supplemental information will be available on the LWCD’s webpage.
b. Describe how the municipality has kept elected and municipal officials and appropriate staff (such as operators, department heads, and those that interact with the public) informed of the municipal storm water discharge permit and its requirements.

From the time Washington County was first issued its permit, through the last year and a half, there have been several reports provided to the Public Works Committee as to the progress and work underway to meet the requirements of this permit. The topic that led most of these updates focused on the educational aspect of our requirements. Committee reports provided updates on meetings that County staff had with local municipalities. These meetings with local municipalities provided for a dialog between municipalities about permit requirements and the discussion with creating a sub-committee to focus on combining resources and sharing knowledge on educational activities. This work group is planning on meeting 2-3 times per year as a means to share information on what each permitted community is doing and where there may be opportunities to share resources. Key staff have been involved with the development of the storm water management plan and storm water pollution prevention plan.

c. Has the municipality prepared its own municipal-wide storm water management plan since the Start Date of the permit? If yes, provide the title and date of storm water management plan:


d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions as provided under section 2.10 of the general permit? If yes, describe these cooperative efforts:

If yes, has the information been submitted to the Department?

If yes, has the information been submitted to the Department?

Part V. Evaluation of Permit Conditions (Section 2 of General Permit)

Minimum Control Measures: For each of the permit conditions listed below, provide an evaluation of program compliance with the general permit.

1. Public Education and Outreach (Section 2.1 of General Permit)

Has the program been developed? ☐ Yes ☐ No

Has the program been submitted to the Department? ☐ Yes ☐ No

Have any parts of this program been implemented yet? ☐ Yes ☐ No

Are there any measurable results to report? Describe. Starting in 2017 the County has contracted with Southeastern Wisconsin Watersheds Trust, Inc. in the 2017 Respect Our Waters program.

2. Public Involvement and Participation (Section 2.2 of General Permit)

Has the program been developed? ☐ Yes ☐ No

Has the program been submitted to the Department? ☐ Yes ☐ No

Have any parts of this program been implemented yet? ☐ Yes ☐ No

Are there any measurable results to report? Describe. This is difficult to determine and gauge.
Part V. Evaluation of Permit Conditions (continued)

3. Illicit Discharge Detection and Elimination (Section 2.3 of General Permit)

Discuss any progress towards meeting the permit compliance schedule.

The County adopted an Illicit Discharge Detection and Elimination Ordinance as part of an updated Erosion Control and Stormwater Management Ordinance on July 12, 2016. Illicit Discharge training for county staff will be provided in 2017 as part of providing permit information and explaining MS4 requirements to Highway and Parks Department staff. The initial inventory and screening will be conducted in fall of 2017.

4. Construction Site Pollutant Control (Section 2.4 of General Permit)

Has the program been developed? ☑ Yes ☐ No

Has the program been submitted to the Department? ☑ Yes ☐ No

Have any parts of this program been implemented yet? ☑ Yes ☐ No

Are there any measurable results to report? Describe.

The County adopted an updated Erosion Control and Stormwater Management ordinance on July 12, 2016, this ordinance was modified to comply with current standards and requirements identified in administrative codes, eg. NR 216, NR 151. The county adopted its first ECSM ordinance in 1998 and has been regulating construction activities and development sites since.

5. Post-Construction Storm Water Management (Section 2.5 of General Permit)

Has the program been developed? ☑ Yes ☐ No

Has the program been submitted to the Department? ☑ Yes ☐ No

Have any parts of this program been implemented yet? ☑ Yes ☐ No

Are there any measurable results to report? Describe.

The County adopted an updated Erosion Control and Stormwater Management ordinance on July 12, 2016, this ordinance was modified to comply with current standards and requirements identified in administrative codes, eg. NR 216, NR 151. The county adopted its first ECSM ordinance in 1998 and has been regulating construction activities and development sites since.

6. Pollution Prevention (Section 2.6 of General Permit)

Discuss any progress towards meeting the permit compliance schedule.

The pollution prevention plan has been developed by county staff and training will be provided to elected officials, Highway and Parks Department staff that maintain the county properties. Part of this training will be to those select individuals that will be given the responsibility to conduct routine inspections of the critical components of the county facilities. Additionally the pollution prevention plan and reports will be made available to the general public through the County’s webpage.

Note: The remaining questions for this section are optional for this Annual Report, but may be required in future Annual Reporting. (See permit for requirements.)

- Storm Water Management Facilities (Optional) (Section 2.6.1 of General Permit)
  Provide an inventory of municipally owned or operated structural storm water management facilities by including: each facility type (ponds, biofilters, etc.), location (street address or latitude/longitude) and contact information (name, phone number and email for the individual(s) with overall responsibility).
  The specific practices are identified within the County's Storm Water Pollution Prevention Plan and shown on the site specific maps on various county properties.

- Routine Inspection and Maintenance (Section 2.6.2 – 2.6.4 of General Permit)
  Does the municipality have an inspection and maintenance program for installed structural storm water management facilities? ☑ Yes ☐ No
If yes, describe the inspection and maintenance program and any activities that have occurred for structural storm water management facilities in 2015 and 2016. If available, attach any additional information on the inspection and maintenance program.
Routine inspections of these facilities are scheduled to occur on a four-year interval. These inspections are scheduled to occur in the fall of 2017.

- Winter Road Management Activities (Optional) (Section 2.6.5 of General Permit)
  Provide the name, title, and phone number of the individual(s) with overall responsibility for winter roadway maintenance.
  Scott Schmidt, Highway Commissioner (262) 335-6881

  Describe the type of products used for winter road management (e.g. deicing, pre-wetting, salting, etc.).
  Salting, all salt is pre-wetted. We use brine on bridges, some curves, some low areas, and some shaded areas

  Describe the type of equipment used to apply the products.
  Snow plow trucks with spreaders. All broadcast spreaders are annually calibrated

  Report the amount of product used by month over the last two winter seasons (approx. November 2014 through April 2015 and November 2015 through April 2016).

  **2016 Salt Usage**
  Washington County Highway Department
  Month Salt Use (tons)
  January 987.97
  February 973.37
  March 1136.64
  April 272.96
  May - November 0
  December 1628.22
  Total 4999.16

  **2015 Salt Usage Mix**
  Washington County Highway Department
  Month Salt Use (tons)
  January 1026
  February 988
  March 1137
  April 281
  May - October 0
  November 244
  December 522
  Total 4198

  Washington County Maintains 442 lane miles of County Highways
  Washington County has 43.5 lane miles of County Highways in Urbanized Areas

  Report the snow disposal locations, if snow is hauled away.
  Snow is not hauled away from any of the county highway facilities or courthouse campus.

  Describe any anti-icing, equipment calibration, and salt reduction strategies considered.
  All salt use is monitored in the truck for tons placed, several employees calibrate the equipment annually, we are looking at additional brine application in the 2017-2018 winter season.

  Describe any other additional measurable data or information that the permittee used to evaluate its winter road management activities.
  We review the DOT annual winter maintenance report to evaluate how we compare to other counties.
Part V. Permit Conditions (continued)

- **Municipal Pollution Prevention (Optional) (Section 2.6.7 of General Permit)**
  
  Provide the location (street address) of each facility (municipal yards and/or maintenance facilities) and contact information (name, title, and phone number) for the individual(s) with overall responsibility for each facility.
  
  1. Washington County Highway Maintenance Facility, 900 Lang St., West Bend, WI 53090, Scott Schmidt, Highway Commissioner (262) 335-6881
  2. Slinger Highway Shop, 314 W. Washington St., Slinger, WI 53086, Scott Schmidt, Highway Commissioner (262) 335-6881

  Map(s) included?  Yes  No - Include a map of each facility, drawn to scale and include the following features:
  
  - Location of major activities and storage areas
  - Identification of drainage patterns, potential sources of storm contamination and discharge points.
  - Identification of nearby receiving waters or wetlands
  - Identification of connections to the permittee’s MS4

  Describe the housekeeping activities and best management practices installed at municipal yards and/or maintenance facilities to reduce or eliminate storm water contamination.

  Vehicle maintenance and washing is conducted under roof and in specific areas of each of the highway maintenance buildings. Soil or material stockpiles are kept to a minimum and the sites containing this material is well kept and fairly flat which helps to minimize potential runoff.

  Discuss recommendations for improvements to current storm water management practices at the facility(s) and provide a timeline for installation and/or implementation of these recommendations.

  Recommendations for any specific storm water management practices are still being evaluated.

  Describe the municipal facility(s) employee training on storm water pollution prevention (frequency, duration, objectives, percentage of employees trained this year, etc.).

  None, planning on providing employee training in 2017.

  Describe the spill prevention and response procedures in place at the municipal facility(s).


7. **Storm Water Quality Management (Optional) (Section 2.7 of General Permit)**

   Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard?  Yes  No

   If yes, provide the following: Model used WinSLAM  Version 10.2  Reduction (%) 31.1

   If no, include a description of any actions the municipality has undertaken in 2015 and 2016 to help achieve the 20% standard.

   Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal?  Yes  No

   If yes, describe:

8. **Storm Sewer System Map (Optional) (Section 2.8 of General Permit)**

   Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.

   No changes to report. Initial map created and submitted in March, 2017 as part of this report.
Part VI. Fiscal Analysis

a. Provide a fiscal analysis that includes the annual expenditures for 2016, and the budget for 2016 and 2017. A table to document fiscal information is provided on page 8.

The Land and Water Conservation Division of the Planning and Parks Department budget included slight increases in its Information and Education line-item; $500 in 2016 and $1,000 in 2017. This increase is to provide support for outreach activities as well as an estimated $500 annually for contracting with the Southeastern Wisconsin Watersheds Trust, Inc. for the 2017 Respect Our Waters program. The Conservation Division staff completed the modeling and updated ordinances to comply with this permit. The county was awarded a DNR Planning grant for staff time spent on permit activities which is reimbursed at a 40% rate. The projection over the 2-years is to spend approximately 850 man hours to fulfill grant and permit requirements.

b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?

☐ Storm water utility  ☒ General fund  ☒ Other DNR Urban Planning Grant

c. Is adequate revenue being generated to implement the municipality’s storm water management program and meet permit requirements?

☐ Yes  ☐ No

Please provide a brief summary of the municipality’s financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer the municipality’s storm water management program.

The public properties that Washington County own and operate already provide a high level of pollution reduction. This is a result of the County’s commitment to construction site erosion control and storm water management, in that, the county has been one of the leading municipalities in this arena for over 30 year.

Part VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has been submitted to the Department previously and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

a. Has the municipality developed, updated or revised its illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit during the reporting years?

☐ Yes  ☐ No

If yes, attach copy or provide web link to ordinance:

b. Has the municipality developed, updated or revised its construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit during the reporting years?

☐ Yes  ☐ No

If yes, attach copy or provide web link to ordinance:

c. Has the municipality developed, updated or revised its post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit during the reporting years?

☐ Yes  ☐ No

If yes, attach copy or provide web link to ordinance:

d. Has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)?

☐ Yes  ☐ No

If yes, attach copy or provide web link to ordinance:

Note: A table to document the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

The County LWCD issued 10 permits for its Erosion Control and Stormwater Management Ordinance. As part of ensuring compliance, staff made 32 site visits during construction and site development. No enforcement actions were taken on any site in 2016. It is worth noting that none of the permitted projects lie within the urbanized area of the county.
Part VIII. Water Quality Concerns

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: http://dnr.wi.gov/topic/surfacewater/orwenr.html) ○ Yes ○ No

If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: http://dnr.wi.gov/water/impairedsearch.aspx?status=303d) ○ Yes ○ No

If yes, complete the following:

• Impaired waterbody to which the MS4 discharges:
  East-West Branch Milwaukee River, Cedar Creek, Evergreen Creek, Menomonee River, N. Branch Menomonee River, Goldendale Creek, Willow Creek, and Rubicon River.
• Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:
  None

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.
  None

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.
  None

e. (Optional) Does any part of the MS4 discharge to an approved Total Maximum Daily Load (TMDL) area in accordance with section 1.5.4 of the MS4 general permit?
  ○ Yes ○ No

If yes, reporting for TMDLs approved prior to the effective date of the permit for 2016:

Name of TMDL: Rock River Basin Date TMDL approved? 07/01/2011

Map(s) included? ○ Yes ○ No - Submit a storm sewer system map (may be the same map submitted under section V.f. of this form), which includes the TMDL reachshed boundaries and associated acreage within the municipality, and the MS4 drainage boundaries and associated acreage within the municipality.

Part IX. Proposed Program Changes

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2017 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

None

Part X. Other

Any other additional information the permittee would like to provide in the Annual Report regarding their storm water program?

None
Fiscal Analysis Table. Complete the fiscal analysis table provided below.

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<th>Program Element</th>
<th>Annual Expenditure 2016</th>
<th>2016</th>
<th>2017</th>
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<tr>
<td>Door</td>
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<td>Shawano</td>
<td>Phone: (920) 662-5100</td>
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<td>Ozaaukee</td>
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<tr>
<td>DNR Service Center</td>
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<tr>
<td>Attn: Storm Water Program</td>
</tr>
<tr>
<td>141 NW Barstow Street,</td>
</tr>
<tr>
<td>Room 180</td>
</tr>
<tr>
<td>Waukesha, WI 53188</td>
</tr>
<tr>
<td>(262) 574-2100</td>
</tr>
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