

NPDES “To Do”

Structural Controls - Program 1

- Conduct inspections and maintenance (see suggested maintenance schedule in permit – Table II.A.1.a) {1-1}
- Maintain a system for scheduling and documenting maintenance activities {1-1}
- Summarize inspection and maintenance activities [REPORT – quantify]* {1-1}

Areas of New Development/Significant Re-development - Program 2

- Review current land development regulations (years 1 and 2) {2-1}
- Summarize any code changes (year 3) [REPORT] {2-1}
- Update map of existing municipal-owned stormwater drainage systems (PBCounty only) [REPORT] {2-4}

Roadways - Program 3

- Perform street/roadway maintenance {3-1}
- Maintain all stormwater structures and roadside ditches/swales {3-5}
- Maintain log of all maintenance activities {3-5}
- Continue to provide description of litter control program(s) [REPORT] {3-2}
- Provide an inspection and maintenance schedule for the upcoming year [REPORT] {3-3}
- Continue practices to reduce pollutants in stormwater from areas associated with road repair and from municipally-owned and operated equipment yards and maintenance shops {3-4}
- Continue Adopt-a-Highway program (FDOT) {3-7}

Flood Control Projects - Program 4

- Provide copy of procedures/programs that ensure flood control projects assess water quality impacts to receiving water [REPORT] {4-2}
- Provide prioritized flood control & water quality improvement project schedule for subsequent 5 year period [REPORT] {4-3, 4}

Municipal Waste Treatment, Storage or Disposal Facilities - Program 5

- Evaluate/monitor/inspect municipally-owned and operated facilities {5-1}
- Determine any necessary control measures and/or procedures {5-1}
- Implement control measures and/or procedures {5-2}

Pesticides, Herbicides & Fertilizers - Program 6

- Continue procedures to minimize the use of pesticides, herbicides and fertilizers (PHFs) {6-1}
- Standardize procedures for applying, storing and mixing PHFs {6-2}
- Provide training on proper procedures to all employees applying, storing or mixing PHFs {6-1}
- Consider adopting ordinances that encourage xeriscaping and the use of native Florida plants {6-1}
- Conduct/promote public education events regarding PHFs {6-4}
- Provide summary of public education events [REPORT – quantify] {6-5}
- Require and keep copies of all certificates/licenses for applicators contracted {6-3}
- Maintain a list of material safety data sheets for each chemical used {6-1}

Illicit Discharges and Improper Disposal - Program 7

- Continue inspection program to discover illicit {7a-1}
- Maintain a log of the inspections and results {7a-1}
- Summarize inspections and results [REPORT] {7a-1}
- Provide copies of any newly issued ordinances regarding illicit {7a-2}
- Continue investigation program to determine source of illicit {7c-1}
- Develop explicit written procedures for field personnel to report illicit {7c-1}
- Designate a central point for reporting all suspected illicit and maintaining all reports/records {7c-1}
- Summarize investigations and enforcement actions [REPORT] {7c-1}
- Continue training for municipal personnel and field staff on identification and reporting of illicit {7c-2}

- Include awareness of water quality issues and potential pollutant discharges in hazmat spill management training for PBC firefighters (PBCounty only) {7d-1}
- Continue training for staff on spill response procedures & techniques to mitigate pollution discharge as a result of spills {7d-3}
- Publicize the “illicit discharge reporting hotline number” quarterly {7e-1}
- Include illicit discharge awareness component in citizen “crime watch” guide, if applicable {7e-2}
- Maintain citizen complaint log for illicit discharges and document responsive action taken {7e-3}
- Summarize citizen complaint log and actions taken [REPORT] {7e-3}
- Continue outreach programs for the public on proper household hazardous waste disposal {7f-1}
- Continue to promote the voluntary stenciling program, if applicable {7f-2}
- Update map of areas served by septic systems {7g-1}
- Report incidences of wastewater contamination to appropriate entity {7g-2}

Industrial and High Risk Runoff - Program 8

- Update the prioritized inventory of facilities (include outfall) [REPORT] {8a-1,4}
- Continue inspection program of facilities {8a-2}
- Maintain inspection log of inspections {8a-2}
- Instruct and train maintenance personnel & contractors to be alert for signs of illicit discharges in areas where industrial and high risk facilities are located {8a-3}
- Monitor, as needed {8b-1}

Construction Site Runoff - Program 9

- Continue to require SFWMD or DEP Environmental Resource Permit prior to land clearing {9a-2}
- Require that NOI be submitted to DEP {9a-2}
- Require copy of NOI (FDOT only) {9a-5}
- Continue to evaluate innovative structural and non-structural BMPs {9a-3}
- Summarize program to review/verify compliance with construction plans [REPORT – quantify] {9a-4}
- Continue inspection program for construction projects to ensure compliance {9b-1,6,7}
- Maintain construction site inspection log {9b-1}
- Document inspections and enforcement activities performed [REPORT – quantify] {9b-1}
- Implement construction site inspection checklist {9b-2}
- Provide training for all inspectors on construction site erosion and sediment control {9b-3,4}
- Issue violation notices and/or stop work orders, as required {9b-5,6}
- Provide erosion and sediment control training for construction site operators, engineers and public and private personnel involved in construction {9c-1}
- Continue to notify building permit applicants of their responsibilities under NPDES {9c-2}

Fiscal Analysis

- Provide a fiscal analysis for each **Program** implemented, both for the past year and the next year. Include budgets and funding sources [REPORT]

Additional Activities

- Update inventory of major outfalls [REPORT]
- Provide fiscal analysis of reporting year and next year [REPORT]

You may find more specific information about each requirement by referring to Part III of the permit; the Stormwater Management Program number is noted for each section.

* [REPORT] = an activity that requires reporting in one or more annual reports. Some of the documentation is only required to be kept on file to be available to the state reviewer during annual inspections/site visits. At a minimum, we suggest you keep a list of the person(s) responsible for each piece of information.

[REPORT – quantify] = the reporting requirement includes quantifying the activity, e.g. how many inspections were conducted, etc...