



# ANNUAL REPORT FORM FOR INDIVIDUAL NPDES PERMITS FOR MUNICIPAL SEPARATE STORM SEWER SYSTEMS (RULE 62-624.600(2), F.A.C.)

- This Annual Report Form must be completed and submitted to the Department to satisfy the annual reporting requirements established in Rule 62-621.600, F.A.C.
- Submit this fully completed and signed form and any REQUIRED attachments by mail to the address in the box at right.
- Refer to the Form Instructions for guidance on completing each section.
- **Please print or type information in the appropriate areas below.**

**Submit the form and attachments to:**  
 Florida Department of Environmental Protection  
 Mail Station 2500  
 2600 Blair Stone Road  
 Tallahassee, Florida 32399-2400

## SECTION I. BACKGROUND INFORMATION

<b>A.</b>	Permittee Name: City of Boca Raton		
<b>B.</b>	Permit Name: Palm Beach County Municipal Separate Storm Sewer System		
<b>C.</b>	Permit Number: FLS000018-003 (Cycle 3)		
<b>D.</b>	Annual Report Year: <input type="checkbox"/> Year 1 <input checked="" type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
<b>E.</b>	Reporting Time Period (month/year): 10 / 2011 through 09 / 2012		
<b>F.</b>	Name of the Responsible Authority: Tony J. Puerta		
	Title: Municipal Services, Stormwater Manager		
	Mailing Address: 201 West Palmetto Park Road		
	City: Boca Raton	Zip Code: 33433	County: Palm Beach
	Telephone Number: 561-416-3402		Fax Number: 561-416-3418
	E-mail Address: tpuerta@myboca.us		
<b>G.</b>	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above):		
	Title:		
	Department:		
	Mailing Address:		
	City:	Zip Code:	County:
	Telephone Number:		Fax Number:
	E-mail Address:		

## SECTION II. MS4 MAJOR OUTFALL INVENTORY (Not Applicable In Year 1)

<b>A.</b>	Number of outfalls ADDED to the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
<b>B.</b>	Number of outfalls REMOVED from the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
<b>C.</b>	Is the change in the total number of outfalls due to lands annexed or vacated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable

**SECTION III. MONITORING PROGRAM**

	Provide a brief statement as to the status of monitoring plan implementation:
A.	The monitoring plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the monitoring information.
	Provide a brief discussion of the monitoring results to date:
B.	Please see the Palm Beach County Joint Annual Report for the monitoring information. See Part V of the permit for the monitoring requirements.
C.	Attach a monitoring data summary, as required by the permit.

**SECTION IV. FISCAL ANALYSIS**

A.	Total expenditures for the NPDES stormwater management program for the current reporting year: \$5,383,000 <i>DEP Note: If program resources have decreased from the previous year, attach a discussion of the impacts on the implementation of the SWMP as per Part II.F of the permit.</i>
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$4,610,000

**SECTION V. MATERIALS TO BE SUBMITTED WITH THIS ANNUAL REPORT FORM**

Only the following materials are to be submitted to the Department along with this fully completed and signed Annual Report Form (check the appropriate box to indicate whether the item is attached or is not applicable):

Attached	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>***DEP Note: Please complete Checklists A &amp; B at the end of the tailored form.***</b> Any additional information required to be submitted in this current annual reporting year in accordance with Part III.A of your permit that is not otherwise included in Section VII below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A monitoring data summary as directed in Section III.C above and in accordance with Rule 62-624.600(2)(c), F.A.C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 1 ONLY: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM) in accordance with Rule 62-624.600(2)(a), F.A.C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major watershed in accordance with Rule 62-624.600(2)(b), F.A.C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 4 ONLY: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C.

**DO NOT SUBMIT ANY OTHER MATERIALS**

(such as records and logs of activities, monitoring raw data, public outreach materials, etc.)

**SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE**

The Responsible Authority listed in Section I.F above must sign the following certification statement, as per Rule 62-620.305, F.A.C.:

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 gathered and evaluated the information submitted. Based upon 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.

Name of Responsible Authority (type or print): Tony Puerta

Title: Stormwater Manager

Signature: 

Date: 3/8/13

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.					C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity					Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.1	<b>Structural Controls and Stormwater Collection Systems Operation</b>								
	<p>Maintain an up-to-date inventory of the structural controls and roadway stormwater collection structures operated by the permittee, including, at a minimum, all of the types of control structures listed in Table II.A.1.a of the permit. Report the current known inventory.</p> <p><i>DEP Note: The permittee needs to "customize" this section by adding any structural controls to the list below that are part of the permittee's MS4 currently or are planned for the future. The permittee may remove any structural controls listed that it does not have currently or will likely not have during this permit cycle. Please see the attached description of each type of structure. In addition, the permittee may choose its own unit of measurement for each structural control to be consistent with the unit of measurement in the documentation. Unit options include: miles, linear feet, acres, etc.</i></p> <p>Report the number of inspection and maintenance activities conducted for each type of structure included in Table II.A.1.a, and the percentage of the total inventory of each type of structure inspected and maintained. If the minimum inspection frequencies set forth in Table II.A.1.a were not met, provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met.</p> <p><i>DEP Note: If the minimum inspection frequencies set forth in Table II.A.1.a of the permit were not met for one or more type of structure, the permittee must provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met. Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>								
Type of Structure		Number of Activities Performed				Documentation / Record		Entity Performing the Activity	Comments
		Total Number	Number of Inspections	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained			
Dry retention systems		3	3		0		Navaline Work Order System		Engineering Inspector
Exfiltration trench / French drains (linear feet)		24,506	365		190		Navaline Work Order System		Superintendent of Streets Includes video inspections, contract lining & cleaning operations
Grass treatment swales (miles) Public Owned		1,652.3	98		0		Navaline Work Order System		Superintendent of Streets

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	Dry detention systems	1	1		0		Navaline WO System and Inspection Reports	Superintendent of Streets	Inspected by Streets monthly and Mowed by Recreation Services bi-monthly
	Wet detention systems	7	2		0		Navaline Work Order System	Superintendent of Streets	Inspected monthly by Stormwater Section and Contractor.
	Pollution control boxes	0	0		0				None Currently
	Stormwater pump stations	1	1		0		Navaline Work Order System & Utilities Svc Dept/Municipal Svcs Hanson Software	Engineering Inspector & Utilities Svcs. Lift Station/Municipal Services	Texas Trail Ditch Pump Station
	Major stormwater outfalls	188	80				Navaline Work Order System and Photo Documentation	Stormwater Section	Maintenance included debris removal.
	Weirs or other control structures	12	4		0		Navaline Work Order System	Engineering Inspector and Superintendent of Streets	
	MS4 pipes / culverts (miles)	29	365	+100%			Navaline Work Order System	Engineering Inspector and Superintendent of Streets	
	Inlets / catch basins / grates	3,149	501	16%			Navaline Work Order System	Superintendent of Streets	
	Ditches / conveyance swales (miles)	10.55	1,652	+100%	98	100%	Navaline Work Order System	Parks and Recreation	
	ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were <u>not</u> met								
	Year 1 ONLY: Attach a map of all known major outfalls as per Rule 62-624.600(2)(a), F.A.C.								
Part	Areas of Significant Redevelopment								



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<b>III.A.2</b>	<p>Report the number of new development and significant redevelopment projects reviewed by the permittee for post-development stormwater considerations.</p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. This provision <u>DOES NOT APPLY</u> to Indian Trail Improvement District (ITID), Northern Palm Beach County Improvement District (NPBCID), South Indian River Water Control District (SIRWCD), and FDOT.</i></p>				
	<p><b>Number of significant redevelopment projects reviewed</b></p>	1	Public Works Review Agenda	Stormwater Manager	Broadstone
	<p>Provide in the Year 2 Annual Report the summary report of the review of local codes activity. Provide in the Year 4 Annual Report the follow-up report on plan implementation of modifying codes to allow low impact design BMPs.</p> <p><i>DEP Note: Refer to Part III.A.2 of the permit for details regarding what the review entails, and what must be included in the summary report and follow-up report. Please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E. This provision <u>DOES NOT APPLY</u> to ITID, NPBCID, SIRWCD, and FDOT.</i></p>				
	<p><b>Year 2 ONLY: Attach the summary report of the review activity</b></p>				See attachments
	<p><b>Year 4 ONLY: Attach the follow-up report on plan implementation</b></p>				
<b>Part III.A.3</b>	<b>Roadways</b>				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures for the litter control program(s) for public streets, roads, and highways, including rights-of-way, employed within the permittee's jurisdictional area and properly dispose of collected material. Implement the program on a monthly, or on an as needed, basis. Report on the litter control program, including the frequency of litter collection, an estimate of the total number of road miles cleaned or amount of area covered by the activities, and an estimate of the quantity of litter collected.</p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. In addition, the permittee may choose its own units of measurement for the reporting items. Unit options for the amount of litter include: bags, cubic yards, pounds, tons. Unit options for the amount of area covered by the activity include: square feet, linear feet, yards, miles, acres. If all litter collection is performed by staff or by contractors, but not by both, please remove the non-applicable reporting items.</i></p>				
	<p><b>PERMITTEE Litter Control Program: Frequency of litter collection</b></p>	0	0	0	Codified 10-27 that states property owners are responsible for disposal of litter.
	<p><b>PERMITTEE Litter Control Program: Estimated amount of area maintained (linear feet)</b></p>				City does not have a litter problem, so no program is necessary.
	<p><b>PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)</b></p>				
	<p><b>CONTRACTOR Litter Control Program: Frequency of litter collection</b></p>	0	0	0	City does not require contractors to remove litter
	<p><b>CONTRACTOR Litter Control Program: Estimated amount of area maintained (linear feet)</b></p>	0	0	0	
	<p><b>CONTRACTOR Litter Control Program: Estimated amount of litter collected</b></p>	0	0	0	

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	(cubic yards)				
	<p>If an Adopt-A-Road or similar program is implemented, report the total number of road miles cleaned and an estimate of the quantity of litter collected.</p> <p><i>DEP Note: The permittee may choose its own unit of measurement for the amount of litter collected. Unit options include: bags, cubic yards, pounds, tons. If an Adopt-A-Road or similar program is not implemented by the permittee, please note that in Column F but do not remove the Adopt-A-Road Program reporting items.</i></p>				
	Keep PBC Beautiful Trash Pick-up Events: Total miles cleaned	0			City does not participate in this program
	Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)	0			"
	Adopt-A-Road Program: Total miles cleaned	0	0	0	Not on City roadways. Only on County owned roads
	Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)	0	0	0	
	<p>Report on the street sweeping program, including the frequency of the sweeping, total miles swept, an estimate of the quantity of sweepings collected, and the total nitrogen (TN) and total phosphorus (TP) loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in the Year 1 Annual Report.</p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. Also, the permittee may choose its own unit of measurement for the amount of sweeping material collected. Unit options include: cubic yards, pounds, tons.</i></p> <p><i>DEP Note: If the permittee has curbs and gutters but no street sweeping program is implemented, the permittee must provide an explanation of why not in the Year 1 Annual Report. Refer to Part III.A.3 of the permit for the information that must be included in the explanation (including the alternate BMPs used or planned in lieu of street sweeping). Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>				
	Frequency of street sweeping	Varies	Navaline Work Order System	Superintendent of Street	Some weekly, Some as-needed
	Total miles swept (per year)	15,536	Navaline Work Order System	Superintendent of Street	
	Estimated quantity of sweeping material collected (cubic yards)	2,056	Navaline Work Order System	Superintendent of Street	
	Total nitrogen loadings removed (pounds)	2654	Navaline Work Order System	Records Management / Data Analyst	Calculated by MS 4 Load Reduction spreadsheet provided by FDEP.
	Total phosphorus loadings removed (pounds)	1702	Navaline Work Order System	Records Management / Data Analyst	
	Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned				
	<p>Annually review (and revise, as needed) and implement the permittee's written standard practices to reduce the pollutants in stormwater runoff from areas associated with road repair and maintenance, and from permittee-owned or operated equipment yards and maintenance shops that support road maintenance activities. Report the number of applicable facilities and the number of inspections conducted for each facility.</p>				

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	<p><i>DEP Note: The permittee needs to "customize" this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If "0" is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</i></p>				
		<b>Number of Inspections</b>			
	<b>Municipal Services Complex</b>	12	Monthly Safety Inspection Reports	Risk Mgt Safety Officer	Complex Inspected Monthly
<b>Part III.A.4</b>	<b>Flood Control Projects</b>				
	<p>Report the total number of flood control projects that were constructed by the permittee during the reporting period and the number of those projects that did NOT include stormwater treatment. The permittee shall provide a list of the projects where stormwater treatment was not included with an explanation for each of why it was not. Report on any stormwater retrofit planning activities and the associated implementation of retrofitting projects to reduce stormwater pollutant loads from existing drainage systems that do not have treatment BMPs.</p> <p><i>DEP Note:</i> A "stormwater retrofit project" is one implemented primarily to provide stormwater treatment.</p> <p><i>DEP Note:</i> The status of the flood control and retrofit projects should be reported as of the last day of the applicable reporting period. Therefore, there should be no duplication for those reported as planned, for those reported as under construction and for those reported as completed.</p> <p><i>DEP Note:</i> If applicable, please provide the title of the attached list of flood control projects that did not include stormwater treatment in Column D and the name of the entity who finalized the list in Column E.</p>				
	<b>Flood control projects completed during the reporting period</b>	0	Project Records	Chief of Design & Stormwater Mgr.	In Design fir Blue Lake, Palm Beach Farms, Boca Harbour
	<b>Flood control projects completed during the reporting period that did <u>not</u> include stormwater treatment</b>	0	Project Records	Chief of Design & Stormwater Mgr.	
	<b>ATTACH a list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it was not</b>	0	Project Records	Chief of Design & Stormwater Mgr.	
	<b>Stormwater retrofit projects planned</b>	7	Five year CIP Budget	Chief of Design & Stormwater Mgr.	
	<b>Stormwater retrofit projects under construction during the reporting period</b>	0	Project Records	Chief of Design & Stormwater Mgr.	
	<b>Stormwater retrofit projects completed during the reporting period</b>	0	Project Records	Chief of Design & Stormwater Mgr.	

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<b>Part III.A.5</b>	<b>Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit</b>				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures for inspections and the implementation of measures to control discharges from the following facilities that are not otherwise covered by an NPDES stormwater permit:</p> <ul style="list-style-type: none"> <li>• Operating municipal landfills;</li> <li>• Municipal waste transfer stations;</li> <li>• Municipal waste fleet maintenance facilities; and</li> <li>• Any other municipal waste treatment, waste storage, and waste disposal facilities.</li> </ul> <p>Report the number of applicable facilities and the number of the inspections conducted for each facility.</p> <p><i>DEP Note: The permittee needs to "customize" this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If "0" is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. An applicable facility under Part III.A.5 includes, but is not limited to, those facilities/yards where street sweeping material and/or yard waste are temporary stockpiled, and where solid waste collection vehicles are parked and/or maintained. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</i></p>				
		<b>Number of Inspections</b>			
	<b>Municipal Services Complex/Washrack</b>	15	Navaline WO System and Inspection Reports	Superintendent of Street and Contractors	Chemical Analysis completed by Contractors
<b>Part III.A.6</b>	<b>Pesticides, Herbicides, and Fertilizer Application</b>				
	<p>Continue to require proper certification and licensing by the Florida Department of Agriculture and Consumer Services (FDACS) for all applicators contracted to apply pesticides, herbicides, or fertilizers on permittee-owned property, as well as any permittee personnel employed in the application of these products. Report the number of permittee personnel applicators and contracted commercial applicators of pesticides and herbicides who are FDACS certified / licensed. Report the number of permittee personnel and contractors who have been trained through the Green Industry BMP Program, and the number of contracted commercial applicators of fertilizer who are FDACS certified / licensed.</p> <p><i>DEP Note: If "0" is reported in Column C for any of the reporting items, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training / certification was previously provided / obtained, and the names of the personnel and contractors previously trained / certified.</i></p>				
	<b>PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides</b>	19	Municipal Svcs and Recreation Svcs Personnel Records	Municipal & Recreation Services	



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	<b>CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides</b>	5	Purchasing Dept.	Municipal & Recreation Services	
	<b>CONTRACTORS: FDACS certified / licensed applicators of fertilizer</b>	3			
	<b>PERSONNEL: Green Industry BMP Program training completed</b>	25	Attendance Records	Recreation Services	
	<b>CONTRACTORS: Green Industry BMP Program training completed</b>	3			
	<p>Pursuant to SB 2080 (2009), all local governments are encouraged to adopt a Florida-friendly Landscaping Ordinance similar to the one set forth in the document "Florida-friendly Guidance Models for Ordinances, Covenants and Restrictions." If the broader Florida-friendly ordinance described above is not adopted, then <u>all local governments within the watershed of a nutrient-impaired water body shall adopt the Department's Model Ordinance for Florida-Friendly Fertilizer Use on Urban Landscapes pursuant to SB 494 (2009) or an ordinance that includes all of the requirements set forth in the Model Ordinance. <u>The ordinance shall be adopted within 24 months of the date of permit issuance.</u></u> Provide a copy of the adopted ordinance with the subsequent Year 1 or Year 2 Annual Report.</p> <p><i>DEP Note: This provision <u>DOES NOT APPLY</u> to ITID, NPBCID, SIRWCD, and FDOT. For all other permittees, if this provision is not applicable because the permittee is not within the watershed of a nutrient-impaired water body, then please indicate that in Column F, but do not remove this reporting item.</i></p> <p><i>DEP Note: Please provide the title and citation of the ordinance in Column D, and the name of the entity who finalized the ordinance in Column E.</i></p>				
	<b>Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance</b>		Currently being reviewed by City Staff		
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable). Activities performed under the Florida Yards and Neighborhoods (FYN) program should only be reported if the permittee is contributing funding towards the FYN staff and program within its jurisdiction.</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: All the permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the row below. The permittees may remove all reporting items except the first reporting item if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</i></p> <p><i>DEP Note: Indicate under Column E "Entity Performing the Activity" if FYN or IFAS is performing any of the reported public education and outreach activities. In addition, please complete the following line:</i></p> <p style="text-align: right;"><b>FYN PROGRAM FUNDING: Permittee Provides Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount of Funding = \$ 0</b></p>				
	<b>Public education and outreach program</b>	The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual			

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	Web Site: Number of hits / visitors to the stormwater-related pages	112	Information Technology	Network Analyst	City's Stormwater page on City Website
	<p><i>Report for the public education and outreach information.</i></p> <p><b>DEP Note:</b> This permit requirement has been removed from other Phase I MS4 permits that were reissued after the Palm Beach County MS4 permit since recent changes to the FDACS certification / licensing program have allowed it to adequately fulfill this requirement. Therefore, at this time, this permit requirement does not need to be implemented.</p>				
Part III.A.7.a	<b>Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures</b>				
	Where applicable, strengthen the legal authority to conduct inspections, conduct monitoring, control illicit discharges, illicit connections, illegal dumping and spills into the MS4 and to require compliance with conditions in ordinances, permits, contracts, and orders. Report amendments, as needed.				
	<p><i>DEP Note:</i> If applicable, please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E.</p> <p><b>ATTACH a report on any amendments to the applicable legal authority</b></p>				
Part III.A.7.c	<b>Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal</b>				
	<p>During Year 1 of the permit, develop and implement a written proactive inspection program plan for identifying and eliminating sources of illicit discharges, illicit connections, or dumping to the MS4. Report on the proactive inspection program, including the number of inspections conducted, the number of illicit activities found, and the number and type of enforcement actions taken.</p> <p><i>DEP Note:</i> If "0" is reported in Column C for the first reporting item, please include an explanation in Column F for why no proactive inspections were performed. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</p> <p><i>DEP Note:</i> Proactive inspections may include, for example, suspect areas (e.g., industrial areas), commercial businesses (e.g., restaurants, car washes, service stations, laundries / dry cleaners, auto body shops, mobile carpet cleaners) or temporary activities (e.g., special events / fairs / circuses) that would not otherwise be inspected during routine inspections and maintenance of the MS4, in association with high risk industrial facilities or construction sites, or in response to citizen or staff reports.</p> <p><i>DEP Note:</i> Refer to Part III.A.7.c of the permit for what must be included in the written proactive inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</p>				
	Proactive inspections for suspected illicit discharges / connections / dumping	365	Daily Inspection Reports	Superintendent of Streets	Currently Revising Inspection Program
	Illicit discharges / connections / dumping found during a proactive inspection	0	Daily Inspection Reports	Superintendent of Streets	
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection	0	Code Enforcement/HTE System	Code Enforcement	

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<b>Fines issued for illicit discharges / connections / dumping found during a proactive inspection</b>	0	Code Enforcement/HTE System	Code Enforcement	Cannot be issued unless witnessed by code officer
	<b>Year 1 ONLY: Attach the written proactive inspection program plan</b>				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures to conduct reactive investigations to identify and eliminate the source(s) of illicit discharges, illicit connections or improper disposal to the MS4, based on reports received from permittee personnel, contractors, citizens, or other entities regarding suspected illicit activity. Report on the reactive investigation program as it relates to responding to reports of suspected illicit discharges, including the number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken.</p> <p><i>DEP Note: If the number of reports received differs from the number of reactive investigations, please provide an explanation for the discrepancy in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p>				
	<b>Reports of suspected illicit connections / discharges / dumping received</b>	0	Report Log	City Inspectors	None Received
	<b>Reactive investigations of reports of suspected illicit discharges/ connections / dumping</b>	0	Report Log	City Inspectors	
	<b>Illicit discharges / connections / dumping found during a reactive investigation</b>	0		Code Enforcement	
	<b>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation</b>	0	Code Enforcement/HTE System	Code Enforcement	
	<b>Fines issued for illicit discharges / connections / dumping found during a reactive investigation</b>	0	Code Enforcement/HTE System	Code Enforcement	Cannot be issued unless witnessed by code officer
	<p>During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, fleet maintenance staff, and inspectors) <u>and contractors</u> to identify and report conditions in the stormwater facilities that may indicate the presence of illicit discharges / connections / dumping to the MS4. Follow-up training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).</p> <p><i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i></p>				
		<b>Initial Training</b>	<b>Refresher Training</b>		
	<b>Personnel trained</b>	0	0		
	<b>Contractors trained</b>	0	0		
				Sign-In Sheets	Superintendent of Streets
				Sign-In Sheets	Superintendent of Streets
					Contractors training provided by County Co-permittees. Please see Joint Annual report for

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.		C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity		Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
						Documentation
<b>Part III.A.7.d</b>	<b>Illicit Discharges and Improper Disposal — Spill Prevention and Response</b>					
	<p>Annually review (and revise, as needed) and implement the permittee's written spill-prevention/spill-response plan and procedures to prevent, contain, and respond to spills that discharge into the MS4. Report on the spill prevention and response activities, including the number of spills addressed.</p> <p><i>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, <u>or</u> report one combined number, to more accurately reflect its tracking of these spills.</i></p>					
	<b>Hazardous and non-hazardous material spills responded to</b>		128	NFIRS Fire Reports	Boca Raton Fire Rescue Services	Responded As-needed
	<p>During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, firefighters, fleet maintenance staff and inspectors) <u>and contractors</u> on proper spill prevention, containment, and response techniques and procedures. Follow-up training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).</p> <p><i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i></p>					
		<b>Initial Training</b>	<b>Refresher Training</b>			
	<b>Personnel trained</b>	54	54	Department Records and Class Certifications	Training & Safety Division Chief	Annual re-certification for all HAZMAT techs through various 3 <sup>rd</sup> party entities as well as in-house instruction
	<b>Contractors trained</b>	0	0			Program being Developed
<b>Part III.A.7.e</b>	<b>Illicit Discharges and Improper Disposal — Public Reporting</b>					
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to promote, publicize, and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced,</i></p>					



**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p><i>please include in Column F an explanation for why no outreach was performed.</i></p> <p><u>DEP Note:</u> All the co-permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the first line below. The co-permittees may remove all the other reporting items except the first one if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</p>				
	<p><b>Public education and outreach program</b></p> <p><b>Web Site: Number of visitors to the stormwater-related pages</b></p>	<p>The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.</p> <p>112</p>	<p>Information Technology</p>	<p>Network Analyst</p>	<p>City's Stormwater page on City Website</p>
<b>Part III.A.7.f</b>	<b>Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control</b>				
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage the proper use and disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the proper use and disposal of oils, toxics, and household hazardous waste, including the type and number of activities conducted, the type and number of materials distributed, the amount of waste collected / recycled / properly disposed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><u>DEP Note:</u> The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</p> <p><u>DEP Note:</u> All the co-permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the first line below. The co-permittees may remove all the other reporting items if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</p>				
	<p><b>Public education and outreach program</b></p> <p><b>Web Site: Number of visitors to the stormwater-related pages</b></p>	<p>The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.</p> <p>112</p>	<p>Information Technology</p>	<p>Network Analyst</p>	<p>City's Stormwater page on City Website</p>
<b>Part III.A.7.g</b>	<b>Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage</b>				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures to reduce or eliminate sanitary wastewater contamination into the MS4, including discharges to the MS4 from sanitary sewer overflows (SSOs) and from inflow / infiltration from collection / transmission systems and/or septic tank systems. Advise the appropriate utility owner of a violation if constituents common to wastewater contamination are discovered in the MS4. Report on the type and number of activities undertaken to reduce or eliminate SSOs and inflow/ infiltration, the number of SSOs or inflow / infiltration incidents found and the number resolved, and the</p>				

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.	C.	D.	E.	F.				
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments				
	<p>name of the owner of the sanitary sewer system within the permittee's jurisdiction.</p> <p><i>DEP Note: The permittee needs to "customize" this section as it pertains to the type of activities undertaken to reduce or eliminate SSOs and inflow / infiltration into the MS4. The first three reporting items below are examples.</i></p> <p><i>DEP Note: The permittee should contact the appropriate authorities for accurate reporting information, such as the sanitary sewer system operator who is responsible for investigating and eliminating SSOs and the local health department who is responsible for permitting / overseeing septic tank systems.</i></p> <p><i>DEP Note: Report only the SSOs and inflow / infiltration incidents into the MS4.</i></p>								
	<b>Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system</b>	0	Utility Services Document Records	Utility Services	Re-bidding Contract				
	<b>Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed</b>	Up to 39	Utility Services Document Records	Utility Services	Lake Wyman				
	<b>Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added</b>	4	Utility Services Document Records	Utility Services					
	<b>SSO incidents discovered</b>	2	Utility Services Document Records	Utility Services					
	<b>SSO incidents resolved</b>	2	Utility Services Document Records	Utility Services					
	<b>Inflow / infiltration incidents discovered</b>	0	Municipal Svcs Wastewater System Records	Chief of Design & Stormwater Mgr.	No incidents				
	<b>Inflow / infiltration incidents resolved</b>	0	Municipal Svcs Wastewater System Records	Chief of Design & Stormwater Mgr.	No incidents				
	<b>Name of owner of the sanitary sewer system</b>	City of Boca Raton							
<b>Part III.A.8.a</b>	<b>Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections</b>								
	<p>Continue to maintain an up-to-date inventory of all existing high risk facilities discharging into the permittee's MS4. The inventory shall identify the outfall and surface water body into which each high risk facility discharges. For the purposes of this permit, high risk facilities include:</p> <ul style="list-style-type: none"> <li>• Operating municipal landfills;</li> <li>• Hazardous waste treatment, storage, disposal and recovery facilities;</li> <li>• Facilities that are subject to EPCRA Title III, Section 313 (also known as the Toxics Release Inventory (TRI) maintained by the U.S. EPA); and</li> <li>• Any other industrial or commercial discharge that the permittee determines is contributing a substantial pollutant loading to the permittee's MS4. This could include facilities identified through the proactive inspection program as per Part III.A.7.c of the permit.</li> </ul> <p>Report on the high risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year.</p> <p><i>DEP Note: The TRI is updated every spring / summer by the U.S. EPA at <a href="http://www.epa.gov/triexplorer">www.epa.gov/triexplorer</a>. Select "Facility" on the left, chose your Geographic Location, and then select "Generate Report." Please indicate in Column F when (month / year) you last checked EPA's TRI for applicable facilities.</i></p> <p><i>DEP Note: The total number of high risk facilities reported needs to equal the sum of the numbers of the four types of applicable facilities.</i></p>								

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	During Year 1 of the permit, develop and implement a written plan for conducting inspections of high risk facilities to determine compliance with all appropriate aspects of the stormwater program. While the permittee may determine the order and frequency of the inspections, the permittee shall inspect each identified facility at least once during the permit term; however, facilities identified as high risk due to the findings of the proactive inspection program as per Part III.A.7.c of the permit shall be inspected annually. Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken.  <i>DEP Note: If "0" is reported for the number of inspections conducted and the permittee has one or more high risk facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary</i>				
		<div>Number of Facilities</div> <div>Number of Inspections</div>	<div>For violations discovered during a high risk inspection</div> <div>Fines issued</div> <div>Notices of Violation (NOVs) / warning letters / citations issued</div>		
	Total high risk facilities	57			Number of high risk facilities decreased based on new designation from FDEP.  Prioritization and inspection schedule is finalized and inspections will occur on a three year cycle.
	New high risk facilities added to the inventory during the current reporting period	0			
	Operating municipal landfills	0	0	0	
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	1	2	0	
	EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	56	19	0	
	Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	0	0	0	
	Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)	0	0	0	
Part III.A.8.b	Industrial and High-Risk Runoff — Monitoring for High Risk Industries				
	Sampling of the discharge to the stormwater system may be required on an as-needed basis in the event that inspections of high-risk facilities disclose suspected illicit discharges to the MS4. New high-risk industrial facilities as defined in 40 CFR 122.26(d)(2)(iv)(C) must be evaluated to determine if the new discharge is contributing a substantial pollutant load to the MS4. The evaluation may include site-specific monitoring. Report the number of high risk facilities sampled.				
	High risk facilities sampled	0			None necessary
Part III.A.9.a	Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices				

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	Continue to implement the local codes or land development regulations and the written pre-construction site plan review procedures that require the use and maintenance of appropriate structural and non-structural erosion and sedimentation controls during construction to reduce the discharge of pollutants to the MS4. Report the number of permittee and private pre-construction site plans <u>reviewed for stormwater, erosion, and sedimentation controls</u> , and the number approved.				
	<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</i>				
	PERMITTEE SITES: Construction site plans reviewed	4	Public Works Review Agenda	Chief of Design & Stormwater Mgr	El Rio Pathway, St. Andrews Pathway, Downtown Library, Spanish River Park
	PERMITTEE SITES: Construction site plans approved	04	Public Works Review Agenda	Chief of Design & Stormwater Mgr	All public and private construction projects are reviewed by the PWR committee of which the Stormwater Manager is a member
	PRIVATE SITES: Construction site plans reviewed	27	Public Works Review Agenda	Chief of Design & Stormwater Mgr.	
	PRIVATE SITES: Construction site plans approved	27	Public Works Review Agenda	Chief of Design & Stormwater Mgr.	
	Annually review (and revise, as needed) and implement the permittee's written procedures to notify all new development / redevelopment permit applicants of the need to obtain all required stormwater permits. Report the number of new development/redevelopment permit applicants notified of the ERP and CGP, and the number of applicants who confirmed ERP and CGP coverage.				
	<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. If the number of applicants notified of ERP or CGP coverage is less than the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.</i>				
	Notified of ERP stormwater permit requirements	11	Permit Files	Stormwater Mgr.	
	Confirmed ERP coverage	11	Permit Files	Stormwater Mgr.	
Notified of CGP stormwater permit requirements	0	Permit Files	Stormwater Mgr.		
Confirmed CGP coverage	0	Permit Files	Stormwater Mgr.		
Part III.A.9.b	Construction Site Runoff — Inspection and Enforcement				
	As an attachment to the Year 1 Annual Report, the permittee shall submit a written plan that details the standard operating procedures for implementation of the stormwater, erosion and sedimentation inspection program for construction sites discharging stormwater to the MS4. The permittee shall implement the plan for inspecting construction sites <u>immediately upon written approval by the Department</u> . Prior to Department approval, the permittee shall continue to perform inspections in accordance with its previously developed construction site inspection procedures. Report on the inspection program for privately-operated and permittee-operated construction sites, including the number of active construction sites during the reporting year, the number of inspections of active construction sites, the percentage of active construction sites inspected, and the number and type of enforcement actions / referrals taken.				
	<i>DEP Note: If "0" is reported in Column C for the number of inspections conducted, please provide an explanation in Column F of why no inspections were conducted. If the number of inspections reported is equal to or less than the number of active construction sites, or the percentage inspected is less than 100%,</i>				



SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE								
A.	B.			C.	D.	E.	F.	
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity			Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments	
	<p><i>please provide an explanation in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p> <p><i>DEP Note: Refer to Part III.A.9.b of the permit for what must be included in the construction site inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</i></p>							
	<b>PERMITTEE SITES: Active construction sites</b>  <b>PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</b> <b>PERMITTEE SITES: Percentage of active construction sites inspected</b>			4	Inspection Reports	Engineering Inspectors	El Rio Pathway, St. Andrews Pathway, Downtown Library, Spanish River Park	
				37	Inspection Reports	Engineering Inspectors		
				100%	Inspection Reports	Engineering Inspectors		
	<b>PRIVATE SITES: Active construction sites</b>  <b>PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</b> <b>PRIVATE SITES: Percentage of active construction sites inspected</b>			3	Inspection Reports	Engineering Inspectors	Blue Lake Townhomes, Broadstone, Lynn University	
				42	Inspection Reports	Engineering Inspectors		
				100%	Inspection Reports	Engineering Inspectors		
	<b>Notices of Violation (NOVs) / warning letters / citations issued</b>			0	Municipal Svcs.	Engineering Inspectors	No violations issued by Code	
	<b>Stop Work Orders issued</b>			0	Municipal Svcs.	Engineering Inspectors	No violations issued by Code	
	<b>Fines issued</b>			0	Municipal Svcs.	Engineering Inspectors	No violations issued by Code	
	<b>Year 1 ONLY: Attach the written construction site inspection program plan</b>							
Part III.A.9.c	<b>Construction Site Runoff — Site Operator Training</b>							
	<p>During Year 1 of the permit, develop and implement a written plan for stormwater training / outreach for construction site plan reviewers, site inspectors and site operators. Provide training for permittee personnel (employed by or under contract with the permittee) and private persons involved in the site plan review, inspection or construction of stormwater management, erosion, and sedimentation controls. All inspectors of construction sites shall be certified through the Florida Stormwater, Erosion, and Sedimentation Control Inspector Training program, or an equivalent program approved by the Department. Follow-up training shall be provided annually. Report the number and type of training activities, the number of inspectors, site plan reviewers and site operators trained (both in-house and outside training), and the number of private persons trained by the permittee.</p> <p><i>DEP Note: If "0" is reported for any of these reporting items, please include in Column F an explanation of why training was not provided to / obtained by the permittee's staff and private persons during the applicable reporting year.</i></p> <p><i>DEP Note: The permittee should report only the number of staff and private persons (i.e., private construction site operators) trained / certified during the applicable reporting year, and then note in Column F the number of staff and private persons who were previously trained / certified. Private site operator training can include pre-construction meetings.</i></p>							
		<b>Certification Training</b>	<b>Initial Training (non-</b>	<b>Refresher Training</b>				

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**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A.	B.				C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity				Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
			certification)					
	Permittee construction site inspectors	0	0	0		Certificate of Completion	FDEP Certified Training Program	City has 7 previously certified site inspectors
	Permittee construction site plan reviewers	1	0	0		Certificate of Completion	FDEP Certified Training Program	Stormwater Manager acts as City site plan reviewer
	Permittee construction site operators	0	0	0		Sign-In Sheets	NPDES Steering Committee	NPDES Joint Annual Report
	Private persons	0	0				Joint Committee for Co-permittees	NPDES Joint Annual Report

**SECTION VIII. CHANGES TO THE STORMWATER MANAGEMENT PROGRAM (SWMP) ACTIVITIES (Not Applicable In Year 4)**

A.	Permit Citation/ SWMP Element	<b>Proposed Changes to the Stormwater Management Program Activities Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) — REQUIRES DEP APPROVAL PRIOR TO CHANGE IF PROPOSING TO REPLACE OR DELETE AN ACTIVITY.</b> <i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i>
B.	Permit Citation/ SWMP Element	<b>Changes to the Stormwater Management Program Activities NOT Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change)</b> <i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i>
		No Changes Proposed

## CHECKLIST A: ATTACHMENTS TO BE SUBMITTED WITH THE ANNUAL REPORTS

Below is a list of items required by the permit that may need to be attached to the annual report. Please check the appropriate box to indicate whether the item is attached or is not applicable for the current reporting period. Please provide the number and the title of the attachments in the blanks provided.

Attached	N/A	Rule / Permit Citation	Required Attachment	Attachment Number	Attachment Title
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part II.F	<b>EACH ANNUAL REPORT:</b> If program resources have decreased from the previous year, a discussion of the impacts on the implementation of the SWMP.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.1	<b>EACH ANNUAL REPORT:</b> An explanation of why the minimum inspection frequency in Table II.A.1.a was not met, if applicable.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.4	<b>EACH ANNUAL REPORT:</b> A list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it did not, if applicable.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.a	<b>EACH ANNUAL REPORT:</b> A report on amendments / changes to the legal authority to control illicit discharges, connections, dumping, and spills, if applicable.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part V.B.9	<b>EACH ANNUAL REPORT:</b> Reporting and assessment of monitoring results. <b>[Also addressed in Section III of the Annual Report Form]</b>		See Joint Annual Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part VI.B.2	<b>EACH ANNUAL REPORT:</b> An evaluation of the effectiveness of the SWMP in reducing pollutant loads discharged from the MS4 that, <u>at a minimum</u> , must include responses to the questions listed in the permit.		"Effectiveness of the SWMP.pdf"
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.e	<b>EACH ANNUAL REPORT:</b> A status report on the implementation of the requirements in this section of the permit and on the estimated load reductions that have occurred for the pollutant(s) of concern.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.4.f	<b>EACH ANNUAL REPORT after approval of the BPCP:</b> The status of the implementation of the Bacterial Pollution Control Plan (BPCP).		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Rule 62-624.600(2)(a), FAC	<b>YEAR 1:</b> An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM).		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.3	<b>YEAR 1:</b> If have curbs and gutters but no street sweeping program, an explanation of why no street sweeping program and the alternate BMPs used or planned.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.6	<b>YEAR 1 or YEAR 2:</b> A copy of the adopted Florida-friendly Ordinance, if applicable.		Draft ordinance in "SWMP.pdf"
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.c	<b>YEAR 1:</b> A proactive illicit discharge / connection / dumping inspection program plan.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.9.b	<b>YEAR 1:</b> A construction site inspection program plan. <b>[For approval by DEP]</b>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A	<b>YEAR 2:</b> Stormwater Management Program (SWMP)		"SWMP.pdf"
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.2	<b>YEAR 2:</b> A summary report of a review of codes and regulations to reduce the stormwater impact from new development / redevelopment.		"LDR Summary Report.pdf"
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.2	<b>YEAR 3:</b> Estimates of annual pollutant loadings and EMCs, and a table comparing the current calculated loadings with those from the previous two Year 3 ARs.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	<b>YEAR 4:</b> A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from new development / redevelopment.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.3	<b>YEAR 4:</b> If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.B.3	<b>YEAR 4:</b> The monitoring plan (with revisions, if applicable).		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VII.C	<b>YEAR 4:</b> An application to renew the permit.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.d	<b>YEAR 4:</b> A TMDL Implementation Plan / Supplemental SWMP.		

## CHECKLIST B: THE REQUIRED ANNUAL REVIEWS OF WRITTEN STANDARD OPERATING PROCEDURES (SOPs) & PLANS

The permit requires annual review, and revision if needed, of written Standard Operating Procedures (SOPs) and plans (e.g., public education and outreach, training, inspections). Please indicate your review status below. **If you have made revisions that need DEP approval, you must complete Section VIII.A of the annual report.**

Did not complete review of existing SOP / Plan	Developed <u>new</u> written SOP / Plan	Reviewed & <u>no revision needed</u> to existing SOP / Plan	Reviewed & <u>revised</u> existing SOP / Plan	Permit Citation	Description of Required SOPs / Plans
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.1	SOP and/or schedule of inspections and maintenance activities of the structural controls and roadway stormwater collection system.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.2	SOP for development project review and permitting procedures and/or local codes and regulations for new development / areas of significant development.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the litter control program.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the street sweeping program.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for inspections of equipment yards and maintenance shops that support road maintenance activities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.5	SOP for inspections of waste treatment, storage, and disposal facilities not covered by an NPDES stormwater permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.6	Plan for public education and outreach on reducing the use of pesticides, herbicides and fertilizer.
N/A	N/A	N/A	N/A	Part III.A.6	<del>Plan for pesticide, herbicide and fertilizer application training</del> <i>DEP Note: A plan is not necessary since the FDACS certification / licensing program adequately fulfills the permit requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.6	SOP for reducing the use of pesticides, herbicides and fertilizer, and for the proper application, storage and mixing of these products.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Part III.A.7.c</b>	<b>Plan for proactive illicit discharge / connections / dumping inspections.*</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	SOP for reactive illicit discharge / connections / dumping investigations.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	Plan for illicit discharge training.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	SOP for spill prevention and response efforts.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	Plan for spill prevention and response training.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.e	Plan for public education and outreach on how to identify and report the illicit discharges and improper disposal to the MS4.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.f	Plan for public education and outreach on the proper use and disposal of oils, toxics and household hazardous waste.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.g	SOP to reduce / eliminate sanitary wastewater contamination of the MS4.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.8	SOP for inspections of high risk industrial facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.a	SOP for construction site plan review for stormwater, erosion and sedimentation controls, and ERP and CGP coverage.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Part III.A.9.b</b>	<b>Plan for inspections of construction sites.*</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.c	Plan for stormwater, erosion and sedimentation BMPs training.

\* Revisions to these plans require DEP approval – please complete Section VIII.A of the annual report.

REMINDER LIST OF THE TMDL / BMAP REPORTS TO BE SUBMITTED <u>SEPARATELY</u> FROM AN ANNUAL REPORT		
Rule / Permit Citation	Report Title	Due Date
Part VIII.B.3.a	<b>6 MONTHS from effective date of permit:</b> TMDL Prioritization Report.	9/2/11
Part VIII.B.3.b	<b>12 MONTHS from effective date of permit:</b> TMDL Monitoring and Assessment Plan.	3/2/12
Part VIII.B.3.c	<b>6 MONTHS from receiving analyses from the lab:</b> TMDL Monitoring Report.	TBD
Part VIII.B.4	<b>30 MONTHS from effective date of permit:</b> A Bacterial Pollution Control Plan (BPCP).	9/2/13

**END OF REVISED TAILORED MS4 AR FORM  
CYCLE 3 PERMIT**

## Effectiveness of the SWMP

- a. *Have storm water pollutant loadings discharged from the MS4 decreased? Why or why not?*

Empirical data suggests that more pollutant loadings are being removed by our Street Sweeping Program which reduces the amount of pollutant loadings into the City's MS4.

- b. *Which components of the SWMP are working well and are effective in reducing stormwater pollutant loadings? Why are they effective?*

The City's strict Street Sweeping Program is the most effective way to reduce stormwater pollutant loadings into our MS4.

- c. *Which components of the SWMP are not working well and need to be revised to make them more effective in reducing stormwater pollutant loadings?*

The City believes it is difficult to measure the effectiveness of the public outreach program and therefore it may not have a cost benefit.

- d. *Which components of the SWMP do not contribute to reducing stormwater pollutant loads and could be revised or eliminated, and why?*

The City believes the EPA needs to revise what is classified as a High Risk Facility. Under the current system, the City is required to inspect all high risk facilities that have the potential to discharge into our MS4. The City believes it is a waste of resources to inspect all facilities even though those specific pollutants have not been found in our system. Some facilities should be added to the reactive inspection program instead of being listed as a High Risk Facility.

- e. *Is the monitoring program providing data that can be used to assess the effectiveness of the SWMP in reducing stormwater pollutant loadings, assess the effectiveness of specific BMP's, and determine where stormwater retrofitting projects should be prioritized for implementation?*

The monitoring program would be more effective if the monitoring effort was used to find specific pollutants. It would also be more effective if our canal system was treated as a conveyance system and not as outstanding Florida waters. Our canal system is comprised of wholly artificial waterbodies created by excavation.



## **City of Boca Raton**

**Stormwater Management Plan (SWMP)**

**for Compliance with**

**MS4 NPDES Permit No. FLS000018-003**

*Last updated February 2013*



**City of Boca Raton**

**Standard Operating Procedures/Plans (SOPs)**

**for compliance with**

**MS4 NPDES Permit Required Programs/Activities**



**City of Boca Raton**  
**Dry Detention/Retention Structural Control Inspection**  
**Standard Operating Procedure**

There is one dry detention system and three dry retention systems that are part of our MS4. They are located on the following map.

**Inspections:**

Established dry detention/retention systems are inspected once every two years, using the following Structural Control Inspection Form. In addition, they are observed for problems that may impact their functionality whenever they are mowed.

New dry detention/retention systems are inspected annually for the first two years of operation.

If chronic problems are identified with a dry detention/retention system, it is inspected annually until the problem is resolved (two consecutive annual inspections without an issue).

Inspections are conducted close to the storage recovery time of that dry detention/retention system (generally 72 hours after a significant rainfall event) to verify that the system still functions as intended.

The anticipated inspection schedule follows:

Summer 2013 after significant rainfall event at the following locations:

1. Dry Detention - 1101 NW 15<sup>th</sup> St
2. Dry Retention - 2000 Yamato Rd
3. Dry Retention - 2500 NW 1<sup>st</sup> Ave
4. Dry Retention - 2500 NW 1<sup>st</sup> Ave

**Maintenance:**

There are several maintenance activities that may be associated with a dry detention/retention system. The following activities may be required:

1. Mow grass.
2. Remove trash and debris from system and dispose of properly.
3. Remove accumulated sediment from the inflow pipe and dispose of properly.
4. Eliminate any mosquito breeding habitats.
5. Repair any undercutting or piping around inflow structure.
6. Repair and re-establish any eroded areas on the bottom, side slopes, and/or near inflow structure.
7. Scrape, disc, or otherwise aerate the bottom of the detention/retention area to restore the infiltration capacity. Include soil testing, as needed, to verify that the infiltration capacity has been restored. Re-established the surface to its final condition (seed, sod, etc...)

**Documentation:**

The documentation for the inspection and maintenance activities related to the dry detention/retention systems is maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.



## Dry Detention/Retention System – Structural Control Inspection

Facility ID: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Inspection conducted \_\_\_\_\_ days/hours after significant rainfall event.

### FUNCTION:

Wet bottom? **YES** **NO**

Dead or dying vegetation on bottom? **YES** **NO**

Any signs of accumulated sediment? **YES** **NO**

If **YES**, report to supervisor for further investigation or schedule for maintenance.

---

### EROSION:

Vegetation on bottom or side slopes failing? **YES** **NO**

Any signs of erosion? **YES** **NO**

If **YES**, describe and schedule for maintenance: \_\_\_\_\_

---

### INFLOW STRUCTURE:

Any signs of erosion? **YES** **NO**

Any signs of structure settling? **YES** **NO**

Any signs of physical damage? **YES** **NO**

Any signs of accumulated sediment? **YES** **NO**

If **YES** to any of the above, schedule the structure for maintenance.

Any debris present? **YES** **NO**

If **YES**, remove debris or schedule for maintenance.

---

### OUTFLOW STRUCTURE (for Dry Detention systems only):

Any signs of erosion? **YES** **NO**

Any signs of structure settling? **YES** **NO**

Any signs of physical damage? **YES** **NO**

Any signs of accumulated sediment? **YES** **NO**

If **YES** to any of the above, schedule the structure for maintenance.

Any debris present? **YES** **NO**

If **YES**, remove debris or schedule for maintenance.

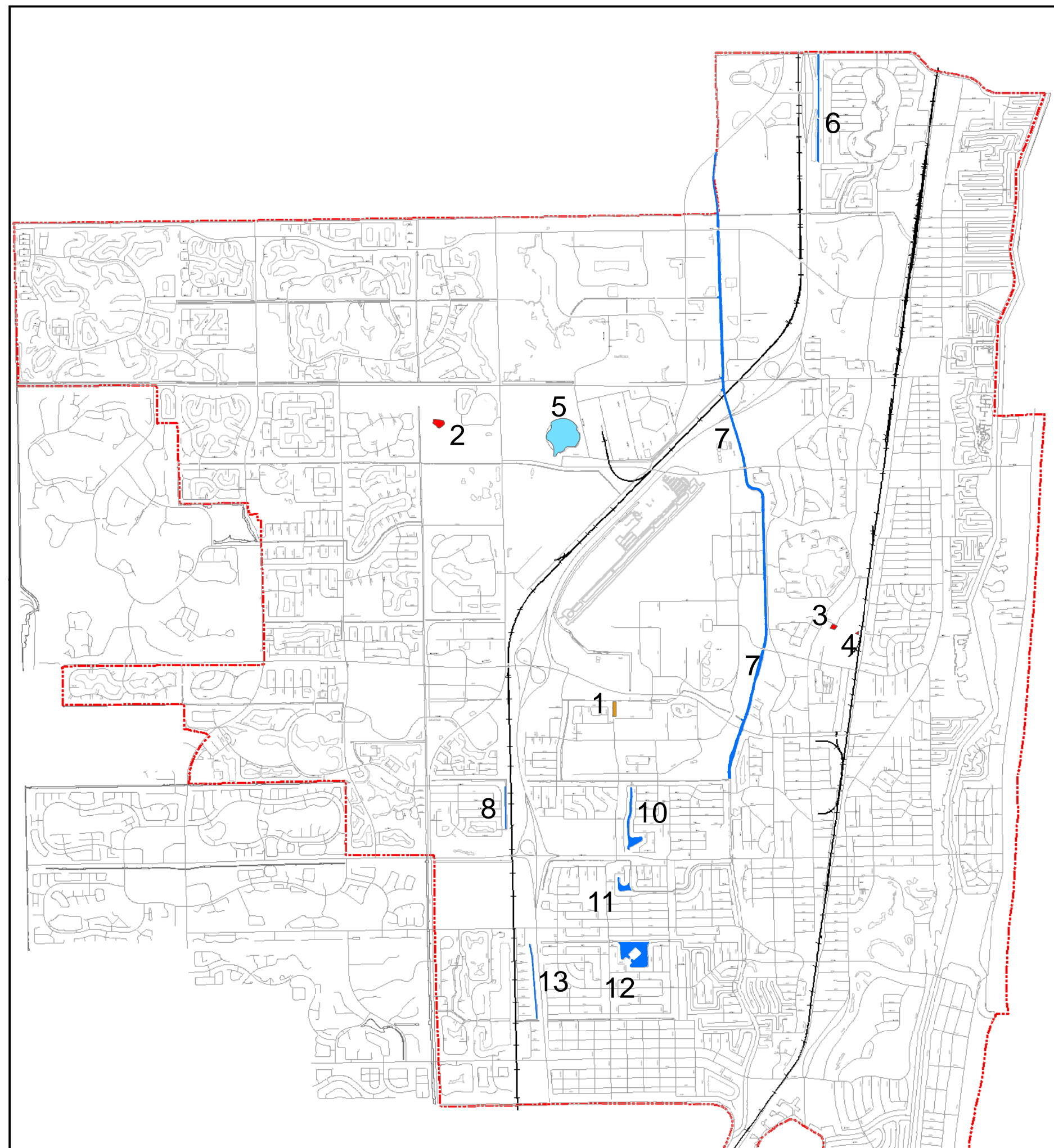
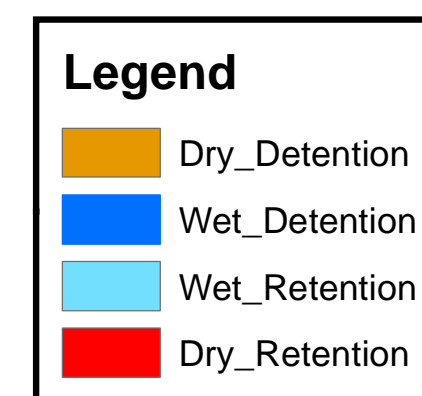
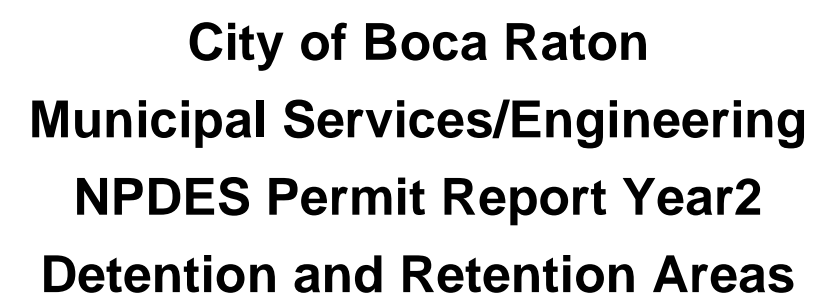
---

### GENERAL:

Any signs of "excessive petroleum hydrocarbon contamination"? **YES** **NO**

Any indications of illicit discharge or illegal dumping? **YES** **NO**

If **YES**, address issue as required.



# NPDES Permit Report Year 2 - Detention & Retention

## DRY DETENTION AREAS

Map_ID	SHAPE *	PERIMETER_LF	AREA_SQ_FT	Designation	ADDRESS
1	Polygon	1187.5	52978.531	DRY DETENTION	1101 NW 15TH ST

## WET DETENTION AREAS

MAP_ID	SHAPE *	SHAPE_Length_LF	SHAPE_Area_SQ_FT	Designation	ADDRESS
8	Polygon	2831.973481	14208.044981	WET DETENTION	Paradise Palms Canal, East of E. Conference DR
10	Polygon	4915.704317	168493.348728	WET DETENTION	Lake Floresta Between NW 11 AVE and NW 10th CT
11	Polygon	1671.472819	71098.037382	WET DETENTION	Lake at SW 11th AVE
12	Polygon	4794.12042	490717.410158	WET DETENTION	Sable Lake at 900 SW 11TH CT
13	Polygon	5035.418752	49877.429801	WET DETENTION	Curley Waterway Between SW 18th Ave and I-95

## WET RETENTION AREAS

Map_ID	SHAPE *	SHAPE_Length_LF	SHAPE_Area_SQ_FT	Designation	ADDRESS
5	Polygon	3892.5252	905846.095624	WET RETENTION	Blue Lake at 1501 NW SPANISH RIVER BLVD

## DRY RETENTION AREAS

Map_ID	SHAPE *	SHAPE_Length_LF	SHAPE_Area_SQ_FT	Designation	ADDRESS
2	Polygon	1112.598321	80031.335413	DRY RETENTION	2000 Yamato RD
3	Polygon	669.840209	27828.614732	DRY RETENTION	2500 NW 1st AVE
4	Polygon	386.793247	6818.074309	DRY RETENTION	2500 NW 1st AVE

**City of Boca Raton**  
**Exfiltration Trench – Structural Control Inspection**  
**Standard Operating Procedures**

There are 8,499 linear feet of exfiltration trench that are part of our MS4; the systems are located as shown on the following map.

**Inspections:**

Established exfiltration trench is inspected once every three years, using the following Exfiltration Trench – Structural Control Inspection Form.

New exfiltration trench is inspected annually for the first two years of operation.

If chronic problems are identified with a run of exfiltration trench, it is inspected annually until the problem is resolved (two consecutive annual inspections without an issue).

The inspection to check for proper function is conducted close to the recovery time of that exfiltration trench system (generally 72 hours after a significant rainfall event) to verify that the system still functions as intended. The inspection for sediment accumulation in the system is conducted in dry weather.

**Maintenance:**

There are several maintenance activities that may be associated with exfiltration trench. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required:

1. Remove sediment in pipe(s) and/or upstream and downstream structures. This may be done by flushing or vacuuming.
2. Remove trash and debris from the system and dispose of properly.
3. Total rehabilitation (removal and replacement) of the exfiltration trench system may be required when the system fails to function at the design capacity.

**Documentation:**

The documentation for the inspection and maintenance activities related to exfiltration trench is maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.



## Exfiltration Trench – Structural Control Inspection

Facility/Segment ID: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Inspection conducted \_\_\_\_\_ days/hours after significant rainfall event.

### FUNCTION:

Standing water in observation well, inspection port, or inlet? **YES NO**

Standing water above inlet grates? **YES NO**

If **YES**, report to supervisor for further investigation or schedule for maintenance.

---

### GENERAL:

Sediment amount less than one foot below pipe invert in up or downstream structure? **YES NO**

Sediment visible in pipe? **YES NO**

Debris accumulation at weir? **YES NO**

If **YES**, describe and schedule for maintenance:

---

Any indications of illicit discharge or illegal dumping? **YES NO**

If **YES**, describe and report to supervisor for proper response:

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# **City of Boca Raton**

## **Swale System – Structural Control Inspection**

### **Standard Operating Procedures**

There are 10.55 miles of swales that are part of our MS4; the swale segments are located as shown on the following map.

#### **Inspections:**

Established swales are inspected once every three years, using the following Structural Control Inspection Form. In addition, they are observed for problems that may impact their functionality whenever they are mowed/maintained.

New swales are inspected annually for the first two years of operation.

If chronic problems are identified with a swale, it is inspected annually until the problem is resolved (two consecutive annual inspections without an issue).

Inspections are conducted close to the recovery time of that swale (generally 72 hours after a significant rainfall event) to verify that the system still functions as intended.

#### **Maintenance:**

There are several maintenance activities that may be associated with swales. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required:

1. Mow grass.
2. Remove trash and debris from system and dispose of properly.
3. Remove accumulated sediment from the inflow and/or outflow pipe and dispose of properly.
4. Repair any undercutting or piping around inflow and/or outflow structure.
5. Repair and re-establish any eroded areas on the bottom, side slopes, and/or near any structure.
6. Scrape, disc, or otherwise aerate the bottom of the swale to restore the infiltration capacity. Include soil testing, if needed, to verify that the infiltration capacity has been restored. Re-establish the surface to its final condition (seed, sod, etc...)

#### **Documentation:**

The documentation for the inspection and maintenance activities related swales are maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.





## Grass Swale – Structural Control Inspection

Location: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Inspection conducted within 72 hours after significant rainfall event.

### FUNCTION:

Wet bottom? **YES NO**

Aquatic vegetation present? **YES NO**

Dead or dying grass on bottom? **YES NO**

Sediment accumulation? **YES NO**

Grading issue? **YES NO**

If **YES**, report to supervisor for further investigation or schedule for maintenance.

---

### EROSION:

Vegetation on bottom or side slopes failing? **YES NO**

Any signs of erosion? **YES NO**

If **YES**, notify supervisor to schedule for maintenance:

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### GENERAL:

Any signs of damage from parking in swale? **YES NO**

Any fences or other objects that could obstruct flow into/through the swale? **YES NO**

If **YES**, notify supervisor.

Any indications of illicit discharge or illegal dumping? **YES NO**

If **YES**, describe and report to supervisor for proper response:

---



**City of Boca Raton**  
**Conveyance (Ditch & Canal) System – Structural Control Inspection**  
**Standard Operational/Maintenance/Documentation Protocol**

There are 10.55 miles of non-tidal ditches and/or canals that are part of our MS4; the segments are located as shown on the attached map.

**Inspections:**

At least 10% of the total length of conveyance system (ditches and/or canals) is inspected each year, using the following Structural Control Inspection Form. In addition, they are observed for problems that may impact their functionality whenever the banks are maintained.

The anticipated inspection schedule follows.

All 10.55 miles of non-tidal canals/ditches shall be inspected each fiscal year.

Inspections performed by the Stormwater Utility Maintenance staff and documented on the attached canal inspection form.

**Maintenance:**

There are several maintenance activities that may be associated with ditches and canals. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required and are performed by the Stormwater Utility Maintenance staff:

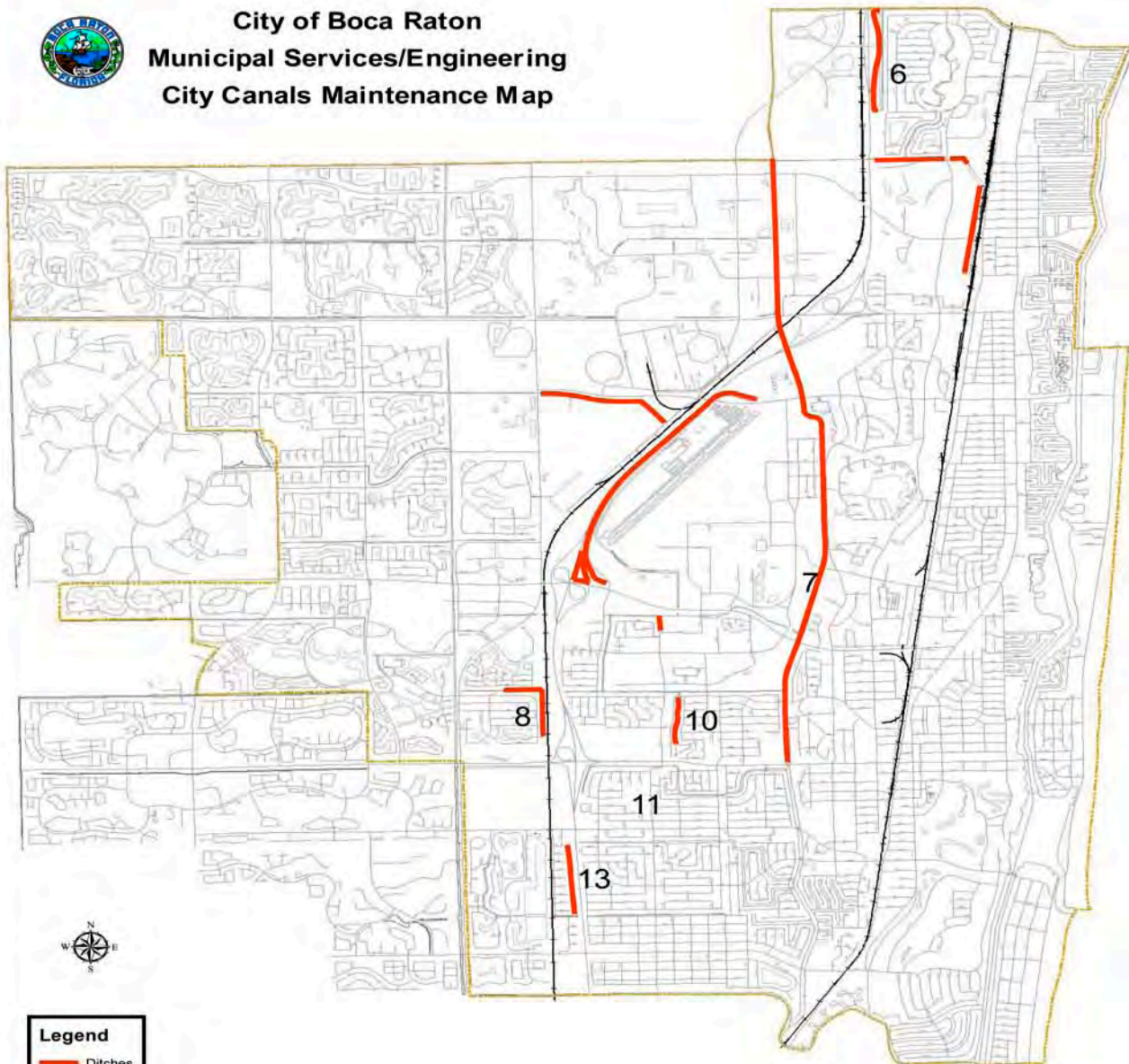
1. Mow/cut vegetative cover above normal water line.
2. Remove trash and debris from system and dispose of properly.
3. Repair and re-establish any eroded side slopes and/or top of bank.
4. Treat for aquatic vegetation.

**Documentation:**

The documentation for the inspection and maintenance activities related to the conveyance system is maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.



**City of Boca Raton**  
**Municipal Services/Engineering**  
**City Canals Maintenance Map**



PERMITTEE NAME  
**Inspection Form for Structural Controls  
Canal**

ID:	<input style="width: 95%;" type="text"/>	Date:	<input style="width: 95%;" type="text"/>
Location:	<input style="width: 98%;" type="text"/>		
Receiving Body:	<input style="width: 98%;" type="text"/>		
Description:	<input style="width: 98%;" type="text"/>		
Weather:	<input style="width: 98%;" type="text"/>		
Water Level:	<input style="width: 98%;" type="text"/>		
Littoral Shelf:	<input style="width: 98%;" type="text"/>		
Side Slopes:	<input style="width: 98%;" type="text"/>		
Erosion:	<input style="width: 98%;" type="text"/>		
Sediments:	<input style="width: 98%;" type="text"/>		
Vegetation:	<input style="width: 98%;" type="text"/>		
Debris:	<input style="width: 98%;" type="text"/>		
Other:	<input style="width: 98%;" type="text"/>		
Condition:	<input style="width: 98%;" type="text"/>		
Comments:	<input style="width: 98%;" type="text"/>		
Recommendations:	<input style="width: 98%;" type="text"/>		
Inspected By:	<input style="width: 95%;" type="text"/>	<div style="border: 1px solid black; height: 150px; margin: 0;"></div>	
Department:	<input style="width: 95%;" type="text"/>		
Vicinity inspected for indication of illicit discharges: <input style="width: 50px;" type="text"/>			

T:\npdes\Canal.xls

**NPDES Inspection Form for Structural Controls Canal**

**City of Boca Raton**  
**Wet Detention System – Structural Control Inspection**  
**Standard Operating Procedures**

There are five (5) wet detention systems that are part of our MS4. They are located as shown on the following map.

**Inspections:**

Established wet detention systems are inspected once every three years, using the following Structural Control Inspection Form. In addition, they are observed for problems that may impact their functionality whenever the side slopes are maintained (mowed, trimmed, etc.)

New wet detention systems are inspected annually for the first two years of operation.

If chronic problems are identified with a wet detention system, it is inspected annually until the problem is resolved (two consecutive annual inspections without an issue).

Inspections are conducted close to the storage recovery time of that wet detention system (generally 72 hours after a significant rainfall event) to verify that the system still functions as intended.

The anticipated inspection schedule follows:

Summer 2013 after significant rainfall event at the following locations:

1. Paradise Palms Canal, East Conference Dr.
2. Lake Floresta between NW 11<sup>th</sup> Ave and NW 10<sup>th</sup> Ct.
3. Lake at SW 11<sup>th</sup> Ave
4. Sable Lake at 900 SE 11<sup>th</sup> Ct.
5. Curley Waterway between SW 18<sup>th</sup> Ave and I-95

**Maintenance:**

There are several maintenance activities that may be associated with a wet detention system. The appropriate activity will be chosen to correspond to the reported condition. The following activities may be required:

1. Maintain and re-establish any eroded areas on side slopes.
2. Repair any undercutting or piping around inflow and/or outflow structure(s).
3. Remove trash and debris from system and dispose of properly.
4. Remove accumulated sediment from the inflow and/or outflow pipe and dispose of properly.
5. Remove any trees or shrubs that may have become established near the discharge structure/pipe.
6. Remove exotic vegetation from the littoral zone (if applicable) and replant as needed.
7. Remove accumulated sediment from basin to restore design storage volume.

**Documentation:**

The documentation for the inspection and maintenance activities related to the wet detention systems are maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.



## Wet Detention System – Structural Control Inspection

Facility ID: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Inspection conducted \_\_\_\_\_ days/hours after significant rainfall event.

### EROSION:

Vegetation on side slopes failing? *YES* *NO*

Any signs of erosion? *YES* *NO*

If *YES*, describe and schedule for maintenance: \_\_\_\_\_

---

### INFLOW STRUCTURE:

Any signs of erosion? *YES* *NO*

Any signs of structure settling? *YES* *NO*

Any signs of physical damage? *YES* *NO*

Any signs of accumulated sediment? *YES* *NO*

If *YES* to any of the above, schedule the structure for maintenance.

Any debris present? *YES* *NO*

If *YES*, remove debris or schedule for maintenance.

---

### OUTFLOW STRUCTURE:

Any signs of erosion? *YES* *NO*

Any signs of structure settling? *YES* *NO*

Any signs of physical damage? *YES* *NO*

Any signs of accumulated sediment? *YES* *NO*

If *YES* to any of the above, schedule the structure for maintenance.

Any debris present? *YES* *NO*

If *YES*, remove debris or schedule for maintenance.

---

### GENERAL:

Any indications of illicit discharge or illegal dumping? *YES* *NO*

If *YES*, describe and report to supervisor for proper response: \_\_\_\_\_



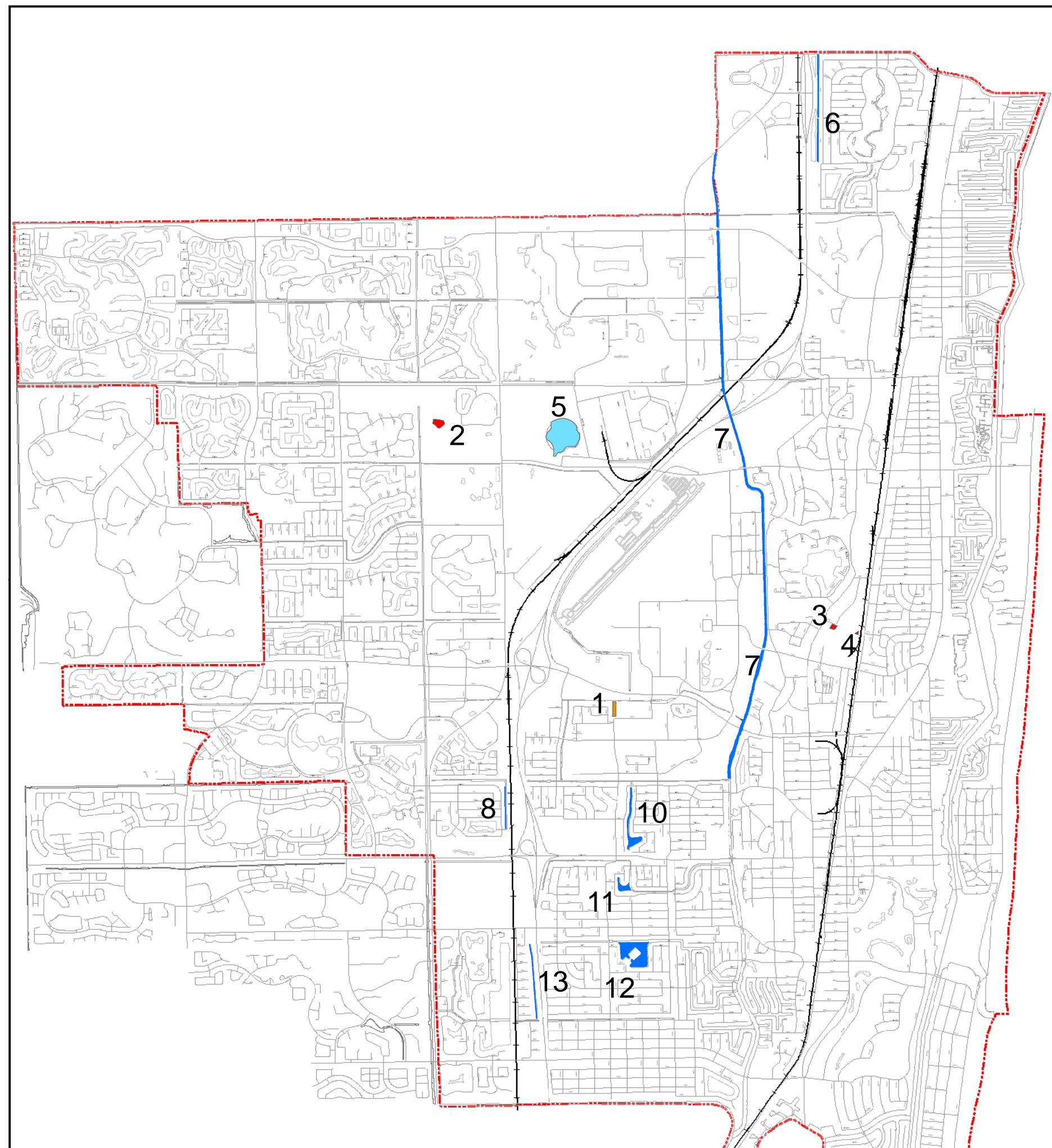


**City of Boca Raton  
Municipal Services/Engineering  
NPDES Permit Report Year2  
Detention and Retention Areas**



**Legend**

-  Dry\_Detention
-  Wet\_Detention
-  Wet\_Retention
-  Dry\_Retention





# NPDES Permit Report Year 2 - Detention & Retention

## DRY DETENTION AREAS

Map_ID	SHAPE *	PERIMETER_LF	AREA_SQ_FT	Designation	ADDRESS
1	Polygon	1187.5	52978.531	DRY DETENTION	1101 NW 15TH ST

## WET DETENTION AREAS

MAP_ID	SHAPE *	SHAPE_Length_LF	SHAPE_Area_SQ_FT	Designation	ADDRESS
8	Polygon	2831.973481	14208.044981	WET DETENTION	Paradise Palms Canal, East of E. Conference DR
10	Polygon	4915.704317	168493.348728	WET DETENTION	Lake Floresta Between NW 11 AVE and NW 10th CT
11	Polygon	1671.472819	71098.037382	WET DETENTION	Lake at SW 11th AVE
12	Polygon	4794.12042	490717.410158	WET DETENTION	Sable Lake at 900 SW 11TH CT
13	Polygon	5035.418752	49877.429801	WET DETENTION	Curley Waterway Between SW 18th Ave and I-95

## WET RETENTION AREAS

Map_ID	SHAPE *	SHAPE_Length_LF	SHAPE_Area_SQ_FT	Designation	ADDRESS
5	Polygon	3892.5252	905846.095624	WET RETENTION	Blue Lake at 1501 NW SPANISH RIVER BLVD

## DRY RETENTION AREAS

Map_ID	SHAPE *	SHAPE_Length_LF	SHAPE_Area_SQ_FT	Designation	ADDRESS
2	Polygon	1112.598321	80031.335413	DRY RETENTION	2000 Yamato RD
3	Polygon	669.840209	27828.614732	DRY RETENTION	2500 NW 1st AVE
4	Polygon	386.793247	6818.074309	DRY RETENTION	2500 NW 1st AVE

# **City of Boca Raton**

## **Texas Trail Pump Station**

### **Standard Operating Procedures**

There is one stormwater pump station (SWPSs) that is part of our MS4. It is called the Texas Trail Pump Station.

#### **Inspections:**

The Texas Trail Pump Station is inspected semi-annually, or more frequently if historic operations indicate that it's needed.

#### **Maintenance:**

There are several maintenance activities that may be associated with SWPSs. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required:

1. Remove trash and debris and dispose of properly.
2. Remove accumulated vegetative matter and dispose of properly.
3. Remove accumulated sediment and dispose of properly.
4. Maintain pump in accordance with pump manufacturer's recommendations.

#### **Documentation:**

The documentation for the inspection and maintenance activities related to stormwater pump stations is maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.



## Texas Trail Pump Station Inspection Form

Facility ID: Texas Trail Pump Station

Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

### FUNCTION:

The Texas Trail Pump Station is used as an emergency stormwater discharge for the Hidden Valley Sub-division.

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### GENERAL:

Any indications of illicit discharge or illegal dumping? **YES NO**

If **YES**, describe and report to supervisor for proper response:

\_\_\_\_\_

Debris accumulation upstream or downstream of structure? **YES NO**

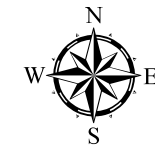
Sediment accumulation upstream or downstream of structure? **YES NO**

Headwall in need of repair/replacement? **YES NO**



If **YES**, schedule for maintenance.

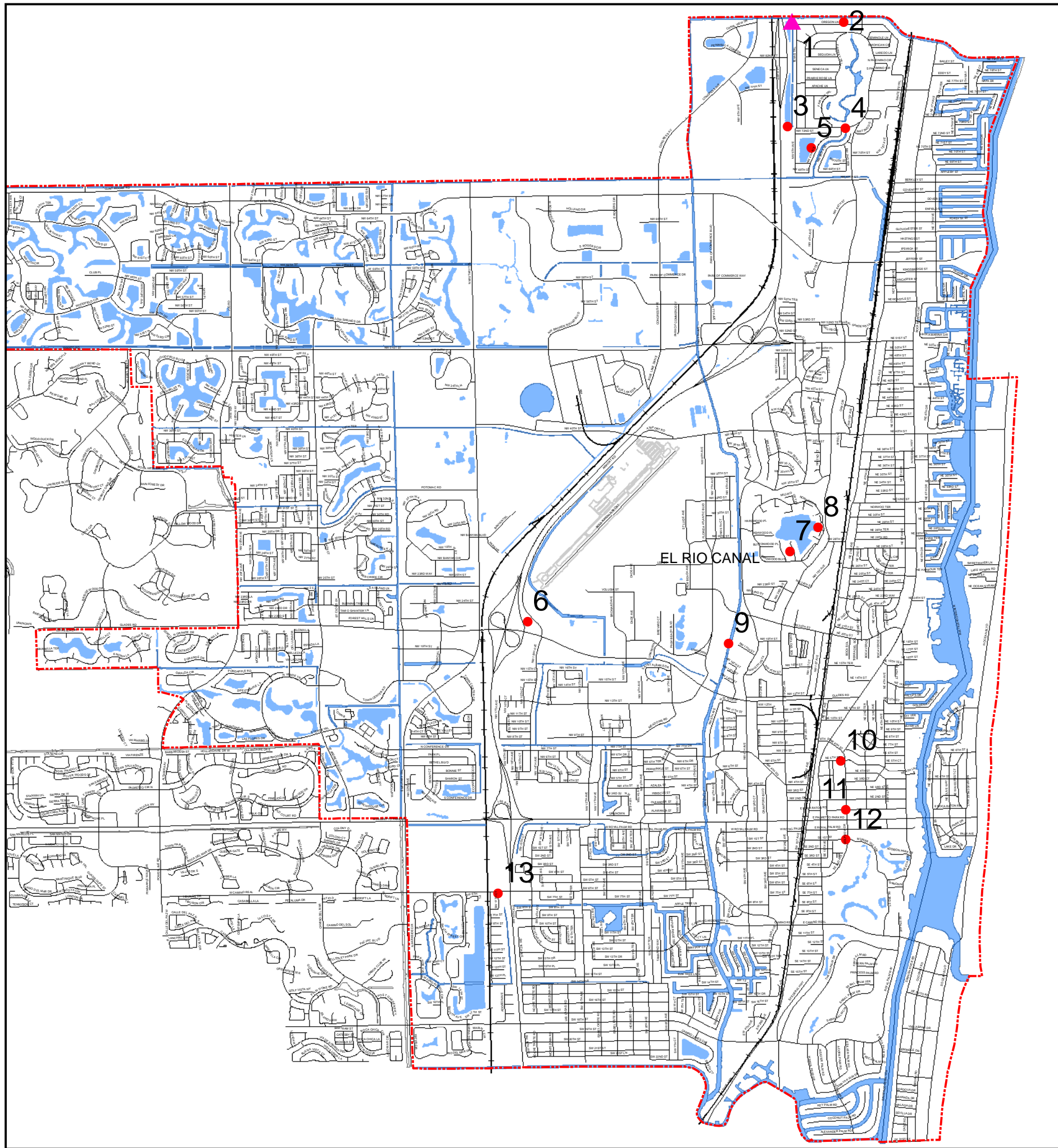


**City of Boca Raton  
Municipal Services/Engineering  
NPDES Permit Report Year2  
Control Structure and Pump Station Location**



**Legend**

-  Pump\_Stations
-  Control\_Structures





## **City of Boca Raton**

### **Major Stormwater Outfalls – Structural Control Inspection**

### **Standard Operating Procedures**

There are 188 major stormwater outfalls (MSWOs) that are part of our MS4. A MSWO is defined as:

- an outfall pipe larger than 36-inch inside diameter (or its equivalent), OR
- discharge from a single conveyance other than a pipe that serves a drainage area of 50 acres or more, OR
- an outfall pipe larger than 12-inches inside diameter (or its equivalent) that serves a drainage area containing industrial land uses, OR
- discharge from a single conveyance other than a pipe that serves a drainage area of 2 acres or more than include industrial land uses.

The MSOWs within our MS4 are located on the following map.

#### **Inspections:**

MSWOs are inspected annually or more frequently if historic operations indicate that it's needed for a particular MSWO. Inspections are conducted in accordance with the following Structural Control Inspection Form.

#### **Maintenance:**

There are several maintenance activities that may be associated with MSWOs. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required:

1. Remove trash and debris and dispose of properly.
2. Remove accumulated vegetative matter and dispose of properly.
3. Remove accumulated sediment and dispose of properly.
4. Maintain earthen bank adjacent to the discharge pipe or headwall.
5. Maintain the headwall at the outfall, if applicable.
6. Repair/replace pipe if needed.

**Documentation:**

The documentation for the inspection and maintenance activities related to major stormwater outfalls is maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.





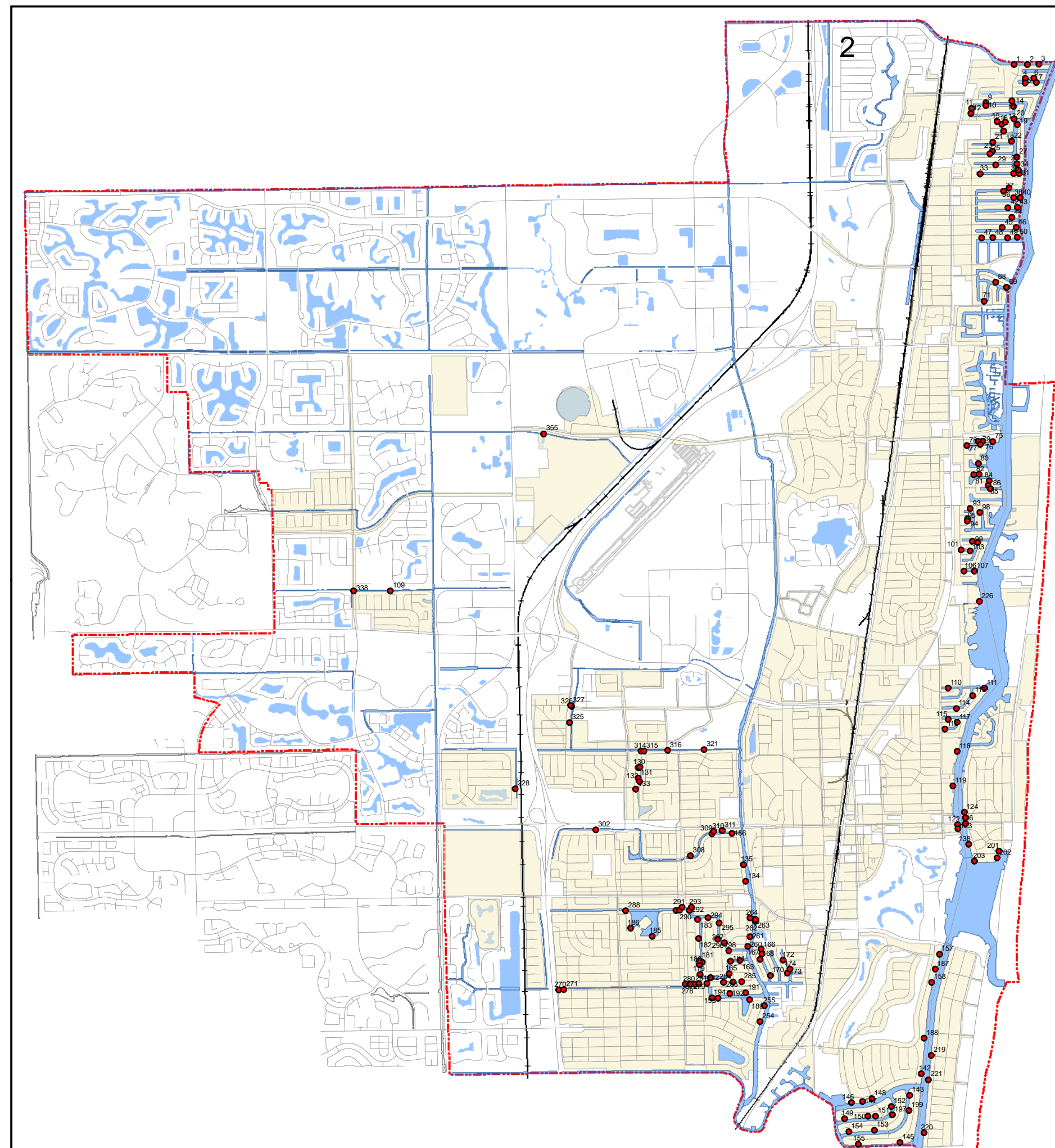
**City of Boca Raton**  
**Municipal Services/Engineering**  
**NPDES Permit Report Year2**  
**OutFall Location Map**



**Legend**

• OutFalls\_Parcels\_SpatialJoin

MP4\_Area\_2013



## NPDES Inventory of Major Outfalls

1	GIS_TAGX	GIS_TAGY	OUT_	OUT_SIZE	OUT_DE	SITE_ADDR
2	804661.2522	759458.8426	PIPE	32" DIA	RCP	Tropic Isles
3	804596.6807	758867.891	PIPE	32" DIA	RCP	Tropic Isles
4	804598.7999	758867.8075	PIPE	32" DIA	RCP	Tropic Isles
5	804612.1265	758505.8587	PIPE	30" DIA	RCP	Tropic Isles
6	803777.7182	757482.57	PIPE	30" DIA	RCP	Boca Bay Colony
7	803519.646	752632.3645	PIPE	30" DIA	RCP	Caribbean Keys
8	803920.5939	752461.5904	PIPE	30" DIA	CMP	Caribbean Keys
9	803294.2565	751662.7392	PIPE	30" DIA	RCP	Caribbean Keys
10	803907.5667	747074.4132	PIPE	30" DIA	RCP	Lake Rogers Isle
11	781577.7327	744572.4445	PIPE	36" DIA	RCP	Boca Madera
12	803703.1706	743005.8824	PIPE	30" DIA	CMP	Redhammer
13	795247.8997	733848.8954	PIPE	72" DIA	RCP	700 Palmetto Park Rd.
14	783539.5152	741961.4758	PIPE	36" DIA	ACMP	Arvida Executive Center
15	802661.2869	735300.8559	PIPE	30" DIA	RCP	Kinney & Gates
16	802590.7693	734360.3197	PIPE	66" DIA	RCP	Jennings Property
17	802556.7153	733956.1042	PIPE	66" DIA	RCP	Silver Palm Park
18	802847.3368	734082.5592	PIPE	30" DIA	RCP	Intracoastal Condominiums
19	802988.8925	733390.6625	PIPE	30" DIA	RCP	Por La Mar
20	802457.4799	732916.0239	PIPE	54" DIA	RCP	Boca Hotel & Club
21	792300.4533	730560.2979	PIPE	36" DIA	RCP	Camino Gardens
22	796869.2053	728401.0197	PIPE	42" DIA	RCP	Estoville
23	803190.2746	732966.54	PIPE	30" DIA	RCP	Por La Mar
24	802143.561	730240.389	PIPE	60" DIA	RCP	Camino Real
25	801630.3041	726391.1168	PIPE	36" DIA		Spanish River land Co.
26	796397.0807	742479.9039	PIPE	72" DIA	RCP	E-4 & Dixie Hwy.
27	796336.4002	740926.1361	PIPE	36" DIA	RCP	NW 20th Street
28	803235.6758	742344.8995	PIPE	60" DIA	RCP	NE 24th St.
29	803215.09	741593.036	PIPE	36" DIA	CAP	Fifth Avenue Shops I Lake Wyman Park
30	785242.4809	728628.269	PIPE	72" DIA	CMP	City under Military Trail to east (new)
31	785245.6837	728395.3915	PIPE	72" DIA	CMP	City under Military Trail to east
32	785201.3902	731314.046	PIPE	72" DIA	CMP	City under Military Trail off L-49
33	800173.9459	760966.6673	PIPE	48" DIA	CMP	Hidden Valley
34	785017.0151	740322.6965	PIPE	48" DIA	RCP	University park (G'ades Rd.)
35	785016.7517	740327.3515	PIPE	42" DIA	RCP	Glades Road
36	785001.963	743537.8055	PIPE	36" DIA	CMP	Timbercreek
37	784998.7559	743707.5277	PIPE	36" DIA	CMP	Boca Bath & Tennis Club (private)
38	784986.7383	744338.451	PIPE	36" DIA	CMP	Boca Bath & Tennis Club (private)
39	785060.1938	747243.6131	PIPE	72" DIA	CMP	NW 40th Street culvert
40	796315.8509	728270.5735	PIPE	42" DIA	RCP	Estoville Stub Canals
41	790343.2776	728765.531	PIPE	42" DIA	RCP	Boca Raton Square Unft 17
42	790352.8915	731288.2246	PIPE	30" DIA	RCP	Boca Raton Sqauro Unit 9
43	787930.7815	733947.819	PIPE	30" DIA	RCP	SCLRR@L-48
44	790127.1893	733900.1066	PIPE	60" DIA	RCP	Palmetto Park Rd. @ swale
45	791052.5577	733918.7577	PIPE	48"DIA	RCP	Palmetto Pk Rd (pretzel) swale
46	792009.4204	736683.2673	PIPE	30" DIA	CMP	Lake Floresta Park Sect. 2
47	793986.0695	736583.5789	PIPE	30" DIA	RCP	Mizner P1. 11
48	794380.8495	736586.3465	PIPE	30" DIA	RCP	Mizner P1. 11



## NPDES Inventory of Major Outfalls

49	794630.371	736588.0958	PIPE	30" DIA	RCP	Mizner Pt. 11
50	789669.0225	737970.8842	PIPE	36" DIA	CMP	Sabal Park
51	786043.228	739282.2894	PIPE	48" DIA	CMP	Glades So. Plaza
52	792436.3387	739266.0928	PIPE	72" DIA	RCP	Pinelands East
53	782212.9532	741914.0786	PIPE	30" DIA	CMP	St. Andrews Blvd.
54	782223.3883	741914.7318	PIPE	30" DIA	CMP	St. Andrews Blvd.
55	782399.0813	741923.2795	PIPE	30" DIA	SP	Univ. Pk. CC Estates
56	786639.0857	742045.2746	PIPE	30" DIA	CMP	Boca Bath & Tennis Club
57	783396.2959	744574.5941	PIPE	42" DIA	CMP	Timbercreek N.
58	781093.7464	747188.1703	PIPE	30" DIA	CMP	BocaTierra 1st Add.
59	783894.2666	747252.9658	PIPE	36" DIA	CMP	Mill Pond No.
60	793628.9109	748020.827	PIPE	36" DIA	CMP	Boca Airport
61	792868.0123	747380.5534	PIPE	36" DIA	RCP	Boca Airport
62	782698.0044	749956.2342	PIPE	42" DIA	CMP	Arvida Park of Commerce
63	784728.5435	749937.296	PIPE	48" DIA	CMP	Arvida C.C.
64	784819.9461	749936.4671	PIPE	36" DIA	CMP	Arvida C.C.
65	784819.9461	749936.4671	PIPE	60" DIA	CMP	S. Of Yamato Rd. E-3 Culvert
66	785138.5475	749936.2903	PIPE	48" DIA	CMP	Arvida C.C.
67	786679.6681	749947.1958	PIPE	48" DIA	CMP	Arvida C.C.
68	791077.5079	749940.7018	PIPE	36" DIA	RCP	Yamato Rd.
69	786852.182	752711.1979	PIPE	30" DIA	CMP	Arvida C.C.
70	787198.4446	752713.5489	PIPE	48" DIA	CMP	Arvida C.C.
71	787532.0059	755405.1783	PIPE	30" DIA	CMP	Clint Moore Rd.& Military Tr.
72	788832.3067	755414.2372	PIPE	30" DIA	CMP	Clint Moore Rd. south side
73	789881.2116	755421.4109	PIPE	42" DIA	RCP	S. Congress Industrial Cntr.
74	786908.4418	749948.8147	PIPE	40" DIA	CMP	Arvida CC P III University Pk.
75	783316.3184	749960.5954	PIPE	36" DIA	CMP	Arvida CC P III University Pk.
76	779922.688	749937.8624	PIPE	36" DIA	CMP	The Seasons
77	779349.0876	749930.0669	PIPE	36" DIA	CMP	The Seasons
78	777925.9445	749888.5434	PIPE	84" DIA	CMP	Woodfield C.C.
79	780586.17	755266.1283	PIPE	36" DIA	CMP	Arvida C.C.
80	779070.2113	755231.5726	PIPE	36" DIA	CMP	Palm Beach County
81	778412.2337	755235.494	PIPE	30" DIA	CMP	Palm Beach County
82	778670.5651	752579.801	PIPE	36" DIA	CMP	The Seasons
83	778934.5787	752584.9173	PIPE	36" DIA	CMP	The Seasons
84	779883.3457	752577.2647	PIPE	84" DIA	CMP	Arvida C.C.

NPDES Report Year 2 OutFall Address, 4/5/2012, Page 1

MAP1	GI	G	OUT_	OUT_SIZE	OUT_DE	OutFall	Latitude	Longitude	X_Coordina	Y_Coordina	SITEADDR	CITYNAME	STATE	ZIP1	SUBDIVNAM
1	15	0	PIPE	15" DIA	CAP	15"	26.420285	-80.069702	960641.577584	759549.881172	SPANISH TRL	PALM CITY	FL	34990	
2	15	0	PIPE	32" DIA	RCP	32"	26.420295	-80.068298	961091.768432	759556.609822	860 LILAC DR				TROPIC ISLE 4TH SEC IN PB 25 PGS 69 & 70
3	15	0	PIPE	18" DIA	RCP	18"	26.420317	-80.067101	961476.138992	759567.421021	890 LILAC DR	BOCA RATON	FL	33487	TROPIC ISLE 4TH SEC IN PB 25 PGS 69 & 70
4	15	1	PIPE	32" DIA	RCP	32"	26.418985	-80.068604	961017.277502	759080.052672	866 NE 78TH ST	BOCA RATON	FL	33487	TROPIC ISLE 4TH SEC IN PB 25 PGS 69 & 70
5	15	1	PIPE	32" DIA	RCP	32"	26.418605	-80.068604	961012.833943	758941.82517	867 NAFA DR	LONDONDERRY	NH	03053	TROPIC ISLE 4TH SEC IN PB 25 PGS 69 & 70
6	15	1	PIPE	15" DIA	RCP	15"	26.419012	-80.067703	961298.194956	759091.917504	884 NE 78TH ST	BOCA RATON	FL	33487	TROPIC ISLE 4TH SEC IN PB 25 PGS 69 & 70
7	15	1	PIPE	15" DIA	RCP	15"	26.418614	-80.067398	961386.655765	758947.913344	891 NAFA DR	BOCA RATON	FL	33487	TROPIC ISLE 4TH SEC IN PB 25 PGS 69 & 70
9	15	1	PIPE	24" DIA	RCP	24"	26.416808	-80.072601	959699.302712	758278.974984	780 NE 76TH ST	BOCA RATON	FL	33487	BOCA BAY COLONY
10	15	1	PIPE	24" DIA	RCP	24"	26.416552	-80.072601	959703.721865	758186.185104	745 NE 75TH ST	BOCA RATON	FL	33487	BOCA BAY COLONY
11	15	1	PIPE	18" DIA	RCP	18"	26.416305	-80.073997	959225.121625	758092.788372		BOCA RATON	FL	33487	BOCA BAY COLONY
12	15	1	PIPE	18" DIA	RCP	18"	26.415813	-80.074097	959193.828216	757913.847582	725 NE 74TH ST	THIENSVILLE	WI	53092	BOCA BAY COLONY
13	15	1	PIPE	20" DIA	RCP	20"	26.416969	-80.069901	960567.691044	758343.768699	848 NE 76TH ST	BOCA RATON	FL	33487	BOCA BAY COLONY
14	15	1	PIPE	24" DIA	RCP	24"	26.416475	-80.069801	960620.130811	758164.583027	854 NE 75TH ST	BOCA RATON	FL	33432	BOCA BAY COLONY
15	15	1	PIPE	30" DIA	RCP	30"	26.415078	-80.071404	960078.660814	757652.786247	820 NE 74TH ST	BOCA RATON	FL	33487	BOCA BAY COLONY
16	15	1	PIPE	18" DIA	RCP	18"	26.414829	-80.070999	960235.211638	757563.418312	837 NE 73RD ST	BOCA RATON	FL	33487	BOCA BAY COLONY
17	1	1	PIPE	18" DIA	RCP	18"	26.415012	-80.070602	960357.0344	757631.094576	7331 NE 8TH CT	BOCA RATON	FL	33487	BOCA BAY COLONY
18	15	1	PIPE	18" DIA	CMP	18"	26.414197	-80.070801	960295.174526	757334.300463	838 NE 73RD ST	BOCA RATON	FL	33487	BOCA HARBOUR 7TH SEC IN
19	15	1	PIPE	12" DIA	CMP	12"	26.414785	-80.069397	960747.837351	757551.320069	7337 NE 8TH DR	BOCA RATON	FL	33487	BOCA HARBOUR ISLAND SEC IN
20	15	1	PIPE	24" DIA	CMP	24*	26.415314	-80.069702	960646.998153	757742.919988	7398 NE 8TH CT	BOCA RATON	FL	33487	BOCA HARBOUR REPLAT IN
21	15	1	PIPE	12" DIA	CMP	12"	26.413177	-80.071899	959932.524233	756960.787575	800 NE 72ND ST	PLANO	TX	75024	BOCA HARBOUR 3RD SEC IN
22	15	1	PIPE	08" DIA	DIP	8"	26.413262	-80.07	960554.608616	756996.351798	850 NE 72ND ST	BOCA RATON	FL	33487	BOCA HARBOUR 7TH SEC REPLAT IN
23	15	1	PIPE	12" DIA	CMP	12"	26.41233	-80.071899	959923.504504	756652.71551	800 NE 71ST ST	BOCA RATON	FL	33487	BOCA HARBOUR 2ND SEC IN
25	15	1	PIPE	12" DIA	CMP	12"	26.41211	-80.072197	959832.06682	756572.327971	799 NE 70TH ST	BOCA RATON	FL	33487	BOCA HARBOUR 4TH SEC IN
27	15	1	PIPE	10" DIA	CMP	10"	26.411797	-80.069504	960736.871947	756464.821156					
28	15	1	PIPE	12" DIA	PVC	12"	26.41115	-80.069504	960732.88676	756229.670038	6929 NE 8TH DR	BOCA RATON	FL	33487	BOCA HARBOUR ISLAND SEC IN
29	15	1	PIPE	12" DIA	CMP	12"	26.411074	-80.071602	960026.951396	756196.983913	791 NE 69TH ST	BOCA RATON	FL	33487	BOCA HARBOUR 5TH SEC IN
30	15	1	PIPE	08" DIA	CI	8"	26.410259	-80.069801	960629.149597	755904.887808	871 APPLEBY ST	BOCA RATON	FL	33487	BOCA HARBOUR 6TH SEC IN
31	15	1	PIPE	12" DIA	CI	12"	26.410258	-80.069199	960812.358374	755905.965462	891 APPLEBY ST	BOCA RATON	FL	33487	BOCA HARBOUR 6TH SEC IN
33	15	1	PIPE	12" DIA	RCP	12"	26.410263	-80.073196	959512.735729	755898.321096	743 APPLEBY ST				BOCA HARBOUR 6TH SEC IN
34	15	1	PIPE	18" DIA		18"	26.410597	-80.069298	960780.594494	756029.103549	6899 NE 8TH DR	BOCA RATON	FL	33487	BOCA HARBOUR ISLAND SEC IN
36	15	1	PIPE	12" DIA	RCP	12"	26.408959	-80.070297	960469.454548	755431.352102	848 BERKELEY ST	BRONXVILLE	NY	10708	BEL MARRA IN
37	15	1	PIPE	12" DIA	RCP	12"	26.408659	-80.070801	960294.084075	755321.006102	831 COVENTRY ST	BOCA RATON	FL	33487	BEL MARRA IN
38	15	1	PIPE	12" DIA	CMP	12"	26.408062	-80.069801	960628.523525	755106.395066	864 COVENTRY ST	BOCA RATON	FL	33487	BEL MARRA IN
40	15	1	PIPE	12" DIA	PVC	12"	26.40805	-80.069199	960848.699593	755103.672727	880 COVENTRY ST	BOCA RATON	FL	33487	BEL MARRA IN
42	15	1	PIPE	15" DIA	CMP	15"	26.407144	-80.070396	960439.934942	754771.338238	848 DOVER ST	BRONXVILLE	NY	10708	BEL MARRA IN
43	15	1	PIPE	12" DIA	CMP	12"	26.407164	-80.069504	960749.44218	754780.671283	880 DOVER ST	BOCA RATON	FL	33487	BEL MARRA IN
44	15	1	PIPE	08" DIA	PVC	8"	26.406243	-80.07	960565.273082	754444.839118	856 ENFIELD ST	BOCA RATON	FL	33487	BEL MARRA IN
45	15	1	PIPE	18" DIA	CAP	18"	26.405315	-80.070999	960249.718573	754105.107763	828 FORSYTH ST	BOCA RATON	FL	33487	BOCA KEYS IN
46	15	1	PIPE	18" DIA	CMP	18"	26.405313	-80.069603	960712.450919	754107.752764	898 FORSYTH ST	BOCA RATON	FL	33487	BOCA KEYS IN
47	15	1	PIPE	15" DIA	PVC	15"	26.404374	-80.073097	959553.333586	753757.840892	736 GLOUCHESTER ST	BOCA RATON	FL	33487	BOCA KEYS IN
48	15	1	PIPE	16" DIA	RCP	16"	26.404391	-80.071999	959926.63513	753766.923504	784 GLOUCHESTER ST	BOCA RATON	FL	33487	BOCA KEYS IN
49	15	1	PIPE	10" DIA	PVC	10"	26.404361	-80.070503	960421.997089	753759.638194	848 GLOUCHESTER ST	BOCA RATON	FL	33487	BOCA KEYS IN
50	15	1	PIPE	18" DIA	RCP	18"	26.404404	-80.069504	960748.22797	753777.667875	884 GLOUCHESTER ST	BOCA RATON	FL	33487	BOCA KEYS IN
68	15	1	PIPE	15" DIA	RCP	15"	26.400299	-80.071701	960026.916096	752279.973185	814 HAVANA DR	WAYNE	NJ	07470	CARIBBEAN KEYS PLAT 1 IN
69	15	1	PIPE	08" DIA	PVC	8"	26.399835	-80.070602	960392.899666	752114.098028	870 HAVANA DR	BOCA RATON	FL	33487	CARIBBEAN KEYS PLAT 1 IN
71	15	1	PIPE	30" DIA	RCP	30"	26.398562	-80.072899	959640.300947	751645.788272	761 NEWCASTLE ST	BOCA RATON	FL	33487	CARIBBEAN KEYS PLAT 1 IN
75	15	1	PIPE	12" DIA	RCP	12"	26.385649	-80.072098	959928.807216	746953.548918	900 NE SPANISH RIVER BLVD 0010				
76	15	1	PIPE	15" DIA	RCP	15"	26.385672	-80.073097	959600.597804	746959.658635	698 NE SPANISH RIVER BLVD 0110				
77	15	1	PIPE	15" DIA	RCP	15"	26.385671	-80.073601	959441.434415	746958.316495	698 NE SPANISH RIVER BLVD 0110				
78	15	1	PIPE	18" DIA	RCP	18"	26.385289	-80.074799	959060.395996	746816.684139	3900 NE 6TH DR	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT E IN
79	15	1	PIPE	15" DIA	RCP	15"	26.385391	-80.073402	959511.344619	746856.978387	775 NE 39TH ST	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT E IN
80	15	1	PIPE	08" DIA	PVC	8"	26.383631	-80.073601	959446.165435	746216.675795	760 NE 37TH ST	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT E IN
81	15	1	PIPE	15" DIA	RCP	15"	26.382627	-80.073601	959471.900357	745851.770526	754 NE 36TH ST	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT D IN
82	15	1	PIPE	18" DIA	RCP	18"	26.382603	-80.074097	959299.094022	745841.761305	724 NE 36TH ST	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT D IN
84	15	1	PIPE	15" DIA	RCP	15"	26.382039	-80.072502	959816.842299	745640.488908	835 NE 35TH ST	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT C IN
85	15	1	PIPE	15" DIA	RCP	15"	26.381591	-80.072601	959774.990183	745477.500561	818 NE 35TH ST	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT C IN
86	15	1	PIPE	12" DIA	RCP	12"	26.381292	-80.072403	959849.86419	745369.352694	827 NE 33RD ST	BOCA RATON	FL	33431	LAKE ROGERS ISLE UNIT A IN
93	15	1	PIPE	15" DIA	RCP	15"	26.379486	-80.074501	959176.841221	744707.969159	700 NE 32ND ST	BOCA RATON	FL	33431	BLUE INLET IN
94	15	1	PIPE	15" DIA	RCP	15"	26.378578	-80.074699	959095.412148	744377.385202	690 NE 30TH PL	BOCA RATON	FL	33431	BLUE INLET IN
95	15	1	PIPE	15" DIA	RCP	15"	26.378325	-80.074799	959082.594607	744285.281013	681 NE 29TH PL	BOCA RATON	FL	33431	BLUE INLET IN
98	15	1	PIPE	15" DIA	RCP	15"	26.379114	-80.073502	959500.897974	744574.906975	3124 NE 7TH DR	BOCA RATON	FL	33431	BLUE INLET IN
99	15	1	PIPE	15" DIA	RCP	15"	26.376498	-80.074303	959251.055706	743622.377826	721 NE LAKEVIEW TER	BOCA RATON	FL	33431	HARBOUR EAST SEC 2 IN
100	15	1	PIPE	10" DIA	PVC	10"	26.376381	-80.0737	959428.577071	743581.106987	797 NE HARBOUR DR	ENGLEWOOD CLIFFS	NJ	07632	HARBOUR EAST SEC 3 IN
101	15	1	PIPE	18" DIA	RCP	18"	26.375713	-80.0755	958867.242068	743334.041475	640 NE LAKEVIEW TER	BOCA RATON	FL	33431	HARBOUR EAST SEC 2 IN
103	15	1	PIPE	15" DIA	RCP	15"	26.375607	-80.074501	959176.852953	743297.757378	701 NE BROADVIEW DR	BOCA RATON	FL	33431	HARBOUR EAST SEC 2 IN
106	15	1	PIPE	26" DIA	RCP	26"	26.373748	-80.075203	958965.472367	742620.438089	701 NE HARBOUR TER 1010				
107	15	1	PIPE	15" DIA	RCP	15	26.373729	-80.074097	959320.860744	742616.191977	711 NE HARBOUR TER 3010				
109	0	0	PIPE	36" DIA	ACMP	36*	26.372293	-80.133698	939801.730445	741958.388136	115 ORCHARD RIDGE LN	BOCA RATON	FL	33431	UNIVERSITY PARK COUNTRY CLUB ESTS IN
110	15	1	PIPE	15" DIA	RCP	15"	26.362987	-80.076897	958435.546519	738704.852531	531 NE 14TH ST	BOCA RATON	FL	33432	GOLDEN HARBOUR SEC 5 IN
111	15	1	PIPE	15" DIA	RCP	15"	26.362982	-80.073196	959650.607807	738711.84551	700 GOLDEN HARBOUR DR	CHICAGO	IL	60606	GOLDEN HARBOUR SEC 3 IN PB 28 P 27 & 28
113	15	1	PIPE	15" DIA	RCP	15"	26.362302	-80.074402	959255.11336	738461.784496	651 GOLDEN HARBOUR DR	BOCA RATON	FL	33487	GOLDEN HARBOUR SEC 3 IN PB 28 P 27 & 28
114	15	1	PIPE	12" DIA	RCP	12"	26.361122	-80.075996	958718.761581	738028.85384	561 GOLDEN HARBOUR DR	BOCA RATON	FL	33432	GOLDEN HARBOUR SEC 2
115	15	1	PIPE	15" DIA	RCP	15"	26.360117	-80.076897	958443.949393	737661.759026	521 KAY TER	BOCA RATON	FL	33432	GOLDEN HARBOUR SEC 4 IN

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MAP1	GI	G	OUT_	OUT_SIZE	OUT_DE	OutFall	Latitude	Longitude	X_Coordina	Y_Coordina	SITEADDR	CITYNAME	STATE	ZIP1	SUBDIVNAM
116	15	1	PIPE	15" DIA	RCP	15"	26.359236	-80.077202	958331.277939	737340.585191	511 SILVER LN	BOCA RATON	FL	33432	GOLDEN HARBOUR SEC 4 IN
117	15	1	PIPE	15" DIA	RCP	15"	26.359836	-80.075996	958742.297305	737561.651818	581 SILVER LN	BOCA RATON	FL	33432	GOLDEN HARBOUR SEC 4 IN
118	15	1	PIPE	18" DIA	RCP	18"	26.357183	-80.075996	958742.050399	736597.0323	720 NE 5TH AVE	BOCA RATON	FL	33432	
119	15	1	PIPE	30" DIA	RCP	30"	26.35401	-80.076401	958600.221345	735442.580241	NE 5TH AVE	BOCA RATON	FL	33432	KINNEY P D & H D GATES SUB 1 IN
122	15	1	PIPE	66" DIA	RCP	66"	26.350423	-80.075996	958749.415893	734139.787602	600 E PALMETTO PARK RD	BOCA RATON	FL	33432	SPANISH RIVER LAND CO PL A
123	15	1	PIPE	16" DIA	RcP	16"	26.350043	-80.075996	958761.664151	734001.750355	600 E PALMETTO PARK RD	BOCA RATON	FL	33432	SPANISH RIVER LAND CO PL A
124	15	0	PIPE	12" DIA	RCP	12"	26.351569	-80.075302	958975.456397	734558.196414	101 NE SPANISH TRL	BOCA RATON	FL	33432	BOCA RATON RIVIERA UNIT B IN
125	15	0	PIPE	10" DIA	CI	10"	26.351048	-80.075203	959011.617102	734368.827484	55 NE SPANISH TRL 1010				
126	15	0	PIPE	30" DIA	RCP	30"	26.350525	-80.075203	959018.494039	734178.977049	65 SE SPANISH TRL 1010				
129	15	1	PIPE	18" DIA	RCP	18*	26.355899	-80.108597	948082.185649	736055.541231	600 NW 11TH AVE	BOCA RATON	FL	33486	LAKE FLORESTA PARK 2ND SEC IN
130	15	1	PIPE	24" DIA	CMP	24"	26.355912	-80.108398	948147.689845	736060.740278					
131	15	1	PIPE	18" DIA	CMP	18"	26.354923	-80.108597	948078.757786	735700.757786	480 NW 11TH AVE	BOCA RATON	FL	33486	LAKE FLORESTA PARK 2ND SEC IN
132	15	1	PIPE	24" DIA	CMP	24"	26.354579	-80.108398	948126.176087	735575.953558					
133	15	1	PIPE	24" DIA	RCP	24"	26.353913	-80.108803	948003.585093	735332.884476	398 NW 11TH AVE	BOCA RATON	FL	33486	LAKE FLORESTA PARK 2ND SEC IN
134	15	0	PIPE	24" DIA	RCP	24"	26.345357	-80.097702	951670.49083	732247.99085	470 SW 6TH AVE	BOCA RATON	FL	33486	ROYAL OAK HILLS 1ST SEC
135	15	0	PIPE	18" DIA	RCP	18"	26.346872	-80.0979	951594.6888	732798.320994	360 SW 6TH AVE	BOCA RATON	FL	33486	ROYAL OAK HILLS 1ST SEC
138	15	1	PIPE	30" DIA	RCP	30"	26.348628	-80.074898	959121.054683	733489.819045	205 SE SPANISH TRL	PALM BEACH	FL	33480	BOCA RATON POR LA MAR 2ND AMNDED IN
142	15	0	PIPE	18" DIA	RCP	18*	26.327552	-80.079903	957539.374971	725817.155812	2408 E MAYA PALM DR	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
143	15	0	PIPE	18" DIA	RCP	18"	26.325558	-80.0811	957150.130463	725089.561056	565 E ALEXANDER PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
145	15	0	PIPE	18" DIA	RCP	18"	26.321254	-80.0821	956834.200698	723522.587944	348 E ALEXANDER PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
146	15	0	PIPE	24" DIA	RCP	24"	26.324941	-80.086998	955206.652557	724851.363441	200 S MAYA PALM DR	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
147	15	0	PIPE	24" DIA	RCP	24"	26.325045	-80.085899	955578.990184	724891.929159	252 S MAYA PALM DR	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
148	15	0	PIPE	18" DIA	RCP	18"	26.325304	-80.0849	955890.936718	724988.197459					
149	15	0	PIPE	15" DIA	RCP	15"	26.323452	-80.087799	954969.927336	724308.461273	170 W KEY PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
150	15	0	PIPE	15" DIA	RCP	15"	26.323659	-80.085403	955759.29836	724389.193657	260 W KEY PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
151	15	0	PIPE	15" DIA	RCP	15"	26.323676	-80.084602	956014.990835	724397.391506	298 W KEY PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
152	15	0	PIPE	15" DA	RCP	15"	26.324547	-80.083	956534.878203	724717.599854	336 E KEY PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
153	15	0	PIPE	18" DIA	RCP	18"	26.322393	-80.084702	955972.956023	723930.455367	260 W COCONUT PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
154	15	0	PIPE	15" DIA	RCP	15"	26.32226	-80.087303	955116.183731	723876.285774	144 W COCONUT PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
155	15	0	PIPE	18" DIA	RCP	18"	26.321108	-80.086403	955429.151076	723459.457838	182 W ALEXANDER PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
156	15	0	PIPE	12" DIA	RCP	12"	26.349786	-80.098999	951211.809051	733855.018304	621 W ROYAL PALM RD	BOCA RATON	FL	33486	ROYAL OAK HILLS 2ND SEC
157	15	0	PIPE	18" DIA	RCP	18"	26.338505	-80.078003	958146.129562	729803.081175	1120 ROYAL PALM WAY	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
158	15	1	PIPE	18" DIA	RCP	18"	26.335946	-80.078796	957886.780335	728870.88375	1480 ROYAL PALM WAY	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
163	15	1	PIPE	08" DIA	CI	8"	26.338074	-80.098297	951476.034181	729599.320253	619 TULIP TREE LN	DELRAY BEACH	FL	33483	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
164	15	1	PIPE	15" DIA	RCP	15"	26.338026	-80.099297	951158.700004	729579.611983	669 TULIP TREE LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
165	15	1	PIPE	18" DIA	RCP	18"	26.336871	-80.099403	951114.559935	729159.512922	1365 CEDAR TER	RICHLAND	WA	99354	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
166	15	1	PIPE	12" DIA	RCP	12"	26.339141	-80.096199	952183.997797	729992.146078	526 SW 11TH PL	BOCA RATON	FL	33432	BOCA ISLANDS SEC 6 IN
167	15	1	PIPE	12" DIA	CMP	12"	26.338677	-80.0961	952204.369848	729823.699609	1211 SW 5TH AVE	BOCA RATON	FL	33432	BOCA ISLANDS SEC 6 IN
168	15	1	PIPE	12" DIA	RCP	12"	26.338179	-80.096298	952149.269437	729642.088555	1260 SW 5TH CT	BOCA RATON	FL	33432	BOCA ISLANDS SEC 7 IN
170	15	1	PIPE	12" DIA	CMP	12"	26.336686	-80.0952	952492.004726	729101.884338	1471 SW 5TH AVE	BOCA RATON	FL	33432	BOCA ISLANDS SEC 6 IN
172	15	1	PIPE	12" DIA	CMP	12"	26.338096	-80.093903	952920.260698	729617.339057	1280 SW 4TH CT	MANHASSET	NY	11030	BOCA ISLANDS SEC 3 IN
173	15	1	PIPE	12" DIA	CMP	12"	26.336898	-80.093498	953058.314949	729183.019038	1440 SW 4TH CT	BOCA RATON	FL	33432	BOCA ISLANDS SEC 3 IN
174	15	1	PIPE	12" DIA	CMP	12"	26.337243	-80.093201	953143.939925	729308.973736	1375 SW 4TH AVE	BOCA RATON	FL	33432	BOCA ISLANDS SEC 1 IN
176	15	1	PIPE	18" DIA	RCP	18"	26.336508	-80.101303	950499.089905	729023.319449	749 ELM TREE LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
177	15	1	PIPE	18" DIA	RCP	18"	26.336508	-80.101303	950499.089905	729023.319449	749 ELM TREE LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
178	15	1	PIPE	18" DIA	RCP	18"	26.336806	-80.102402	950146.561261	729129.042702	1376 TAMARIND WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
179	15	1	PIPE	18" DIA	RCP	18"	26.337953	-80.102203	950222.643158	729546.471519	1323 SYCAMORE TER	BOCA RATON	FL	33486	CAMINO GARDENS SEC 2 IN PB 27 P 214 & 21
180	15	1	PIPE	15" DIA	RCP	15"	26.337705	-80.102402	950129.784249	729455.838327	1332 TAMARIND WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
181	15	1	PIPE	15" DIA	RCP	15"	26.338092	-80.102501	950124.402331	729596.481469	1310 TAMARIND WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
182	15	1	PIPE	18" DIA	RCP	18"	26.340145	-80.102501	950101.560468	730342.554311	1126 TAMARIND WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
183	15	1	PIPE	18" DIA	RCP	18"	26.341878	-80.1026	950072.710982	730972.491699	938 TAMARIND WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
185	15	1	PIPE	36" DIA	RCP	36"	26.340352	-80.107201	948557.18137	730407.164317	1087 SW 11TH ST	BOCA RATON	FL	33486	BOCA RATON SQUARE UNIT 6 IN
186	15	1	PIPE	24" DIA	RCP	24"	26.341141	-80.109497	947825.439052	730688.757528	1151 SW 10TH ST	BOCA RATON	FL	33486	BOCA RATON SQUARE UNIT 12 IN
187	15	0	PIPE	24" DIA	RCP	24"	26.337165	-80.0784	958001.961421	729314.99709	1280 ROYAL PALM WAY	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
188	15	0	PIPE	18" DIA	RCP	18"	26.330821	-80.079597	957630.978609	727006.024834	2072 ROYAL PALM WAY	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
189	15	1	PIPE	18" DIA	RCP	18"	26.334485	-80.097397	951797.798895	728297.045954	651 SW 15TH ST	BOCA RATON	FL	33486	CARRIAGE HILL
191	15	1	PIPE	15" DIA	RCP	15"	26.335103	-80.097801	951663.002415	728520.631887	632 SW 14TH ST	BOCA RATON	FL	33486	CARRIAGE HILL
192	15	1	PIPE	21" DIA	RCP	21"	26.335049	-80.099403	951139.947638	728497.349633	668 SW 14TH ST	CLIFTON PARK	NY	12065	CARRIAGE HILL
193	15	1	PIPE	24" DIA	RCP	24"	26.33464	-80.100502	950757.283616	728345.992863	741 SW 15TH ST	BOCA RATON	FL	33486	CARRIAGE HILL
194	15	1	PIPE	24" DIA	RCP	24"	26.334646	-80.101196	950553.888155	728346.598143	761 SW 15TH ST	BOCA RATON	FL	33486	CARRIAGE HILL
197	15	0	PIPE	08" DIA	CIP	8"	26.323788	-80.082901	956570.870841	724442.008279	353 E COCONUT PALM RD	FORT LAUDERDALE	FL	33319	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
199	15	0	PIPE	18" DIA	RCP	18"	26.324177	-80.0812	957123.929138	724587.259032	495 E ALEXANDER PALM RD	BOCA RATON	FL	33432	ROYAL PALM YACHT & COUNTRY CLUB SUB ...
201	15	1	PIPE	18" DIA	RCP	18"	26.347978	-80.0718	960140.792733	733260.854424	295 SE WAVECREST WAY	NEW YORK	NY	10014	BOCA RATON POR LA MAR IN
202	15	1	PIPE	12" DIA	CI	12"	26.347356	-80.071999	960074.979429	733034.429761	890 LAKE DR	BOCA RATON	FL	33432	BOCA RATON POR LA MAR (AMND PLAT) AS IN
203	15	1	PIPE	30" DIA	RCP	30"	26.347054	-80.074303	959315.306273	732919.13986	700 LAKE DR	BOCA RATON	FL	33432	BOCA RATON POR LA MAR 2ND AMNDED IN
219	15	1	PIPE	36" DIA		36"	26.329229	-80.078903	957874.825997	726429.264109	2001 SPANISH RIVER RD	CHICAGO	IL	60614	SPANISH RIVER LAND CO SUB UNIT 2 IN
220	15	1	PIPE	18" DIA	RCP	18"	26.322114	-80.079697	957633.501458	723841.061123	2989 SPANISH RIVER RD	NEW YORK	NY	10036	SPANISH RIVER LAND CO SUB UNIT 3 IN
221	15	1	PIPE	15" DIA	RCP	15"	26.326994	-80.079201	957783.246329	725615.890573	2525 SPANISH RIVER RD	BOCA RATON	FL	33432	SPANISH RIVER LAND CO SUB UNIT 3 IN
226	15	1	PIPE	36" DIA	CAP	36"	26.370967	-80.073601	959481.09435	741613.100163	FEDERAL HWY	BOCA RATON	FL	33432	
228	15	1	PIPE	24" DIA	CMP	24"	26.354007	-80.121101	943969.428574	735339.385476	392 E CONFERENCE DR	BOCA RATON	FL	33486	PARADISE PALMS UNIT 4 IN PB 27 PGS 169 &
254	15	1	PIPE	24" DIA	RCP	24"	26.332458	-80.096298	952146.674802	727562.538193	1570 SW 6TH AVE	BOCA RATON	FL	33486	CARRIAGE HILL
255	15	1	PIPE	2											

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MAP1	GI	G	OUT_	OUT_SIZE	OUT_DE	OutFall	Latitude	Longitude	X_Coordina	Y_Coordina	SITEADDR	CITYNAME	STATE	ZIP1	SUBDIVNAM
261	15	1	PIPE	18" DIA	RCP	18"	26.340262	-80.097298	951809.841482	730396.836857	1090 CYPRESS WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 1 IN PB 27 PGS 139 &
262	15	1	PIPE	08" DIA	SP	8"	26.341684	-80.096703	951992.831321	730915.243451					
262	15	1	PIPE	08" DIA	SP	8"	26.341684	-80.096703	951992.831321	730915.243451	863 CAMINO GARDENS LN B	BOCA RATON	FL	33432	CAMINO GARDENS VILLAS OR3330P1204 & ...
263	15	1	PIPE	18" DIA	RCP	18"	26.341844	-80.096703	951988.896308	730973.485695					
263	15	1	PIPE	18" DIA	RCP	18"	26.341844	-80.096703	951988.896308	730973.485695	861 CAMINO GARDENS LN A	BOCA RATON	FL	33432	CAMINO GARDENS VILLAS OR3330P1204 & ...
264	15	1	PIPE	18" DIA	RCP	18"	26.341978	-80.097298	951810.131387	731020.93432	900 CYPRESS WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 1 IN PB 27 PGS 139 &
270	15	2	PIPE	24" DIA	RCP	24"	26.335493	-80.116798	945424.519816	728619.141633	1590 SW 14TH DR	BOCA RATON	FL	33486	HILLSBORO PARK ADD N DEERFIELD PB14P...
271	15	2	PIPE	24" DIA	RCP	24"	26.335513	-80.116302	945598.879899	728627.552869	1560 SW 14TH DR	BOCA RATON	FL	33486	HILLSBORO PARK ADD N DEERFIELD PB14P...
277	15	1	PIPE	12" DIA	CA	12"	26.335927	-80.103897	949656.637644	728806.146546	1441 WALNUT TER	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
278	15	1	PIPE	18" DIA	RCP	18"	26.335926	-80.1035	949789.75358	728806.793918	1440 WALNUT TER	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
279	15	1	PIPE	09" DIA	VCP	9"	26.335926	-80.103302	949844.382489	728807.115142	1440 WALNUT TER	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
280	15	1	PIPE	09" DIA	VCP	9"	26.335933	-80.102898	949976.019695	728810.650929	1441 TAMARIND WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
281	15	1	PIPE	15" DIA	CMP	15"	26.335952	-80.102501	950112.752458	728818.394839	798 ELM TREE LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
282	15	1	PIPE	18" DIA	RCP	18"	26.335989	-80.1017	950384.136783	728833.764854	760 ELM TREE LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
283	15	1	PIPE	18" DIA	RCP	18"	26.336063	-80.099998	950930.430571	728864.33289	690 ELM TREE LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
284	15	1	PIPE	24" DIA	RCP	24"	26.336104	-80.099098	951242.190481	728881.590534					
285	15	1	PIPE	18" DIA	RCP	18"	26.336144	-80.098099	951540.409118	728897.977101	622 ELM TREE LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
288	15	1	PIPE	30" DIA	RCP	30"	26.342714	-80.109901	947668.38539	731259.567769	1181 SW 8TH ST	BOCA RATON	FL	33486	BOCA RATON SQUARE UNIT 12 IN
289	15	1	PIPE	24" DIA	RCP	24"	26.342732	-80.104797	949341.548386	731277.727895	901 SW 8TH ST	BOCA RATON	FL	33486	BOCA RATON SQUARE UNIT 2 IN
290	15	1	PIPE	12" DIA	RCP	12"	26.342742	-80.104401	949470.089026	731282.258168	798 SW 9TH AVE	BOCA RATON	FL	33486	BOCA RATON SQUARE UNIT 2 IN
291	15	1	PIPE	08" DIA	RCP	8"	26.343006	-80.104202	949552.86429	731378.632752	864 SW 7TH ST	BOCA RATON	FL	33486	ROYAL OAK HILLS 2ND SEC
292	15	1	PIPE	15" DIA	RCP	15"	26.342731	-80.103401	949792.275538	731280.46132	826 WALNUT TER	BOCA RATON	FL	33486	CAMINO GARDENS SEC 3 PB 28 PGS 103 & 104
293	15	1	PIPE	15" DIA	RCP	15"	26.34302	-80.103203	949867.50359	731386.152469	824 SW 7TH ST	BOCA RATON	FL	33486	ROYAL OAK HILLS 2ND SEC
294	15	1	PIPE	15" DIA	RCP	15"	26.342053	-80.101501	950413.756736	731038.263087	745 BAYBERRY TER	BOCA RATON	FL	33486	CAMINO GARDENS SEC 2 IN PB 27 P 214 & 21
295	15	1	PIPE	21" DIA	RCP	21"	26.341542	-80.100403	950794.688226	730855.204098	921 HICKORY TER	BOCA RATON	FL	33486	CAMINO GARDENS SEC 1 IN PB 27 PGS 139 &
296	15	1	PIPE	09" DIA	SP	9"	26.340057	-80.100601	950736.619897	730314.919173	1090 MULBERRY WAY	BOCA RATON	FL	33486	CAMINO GARDENS SEC 2 IN PB 27 P 214 & 21
297	15	1	PIPE	21" DIA	RCP	21"	26.339726	-80.099899	950960.084131	730196.089086	950 HOLLY LN	BOCA RATON	FL	33486	CAMINO GARDENS SEC 1 IN PB 27 PGS 139 &
298	15	1	PIPE	18" DIA	RCP	18"	26.338985	-80.099503	951097.798111	729927.733101	681 MAYPOP CT	POTOMAC	MD	20854	CAMINO GARDENS SEC 2 IN PB 27 P 214 & 21
302	15	3	PIPE	24" DIA	CMP	24"	26.350185	-80.1129	946659.462887	733968.56642	1265 W ROYAL PALM RD	BOCA RATON	FL	33486	PALMETTO PARK WEST
308	15	1	PIPE	12" DIA	RCP	12"	26.347756	-80.103302	949826.072453	733107.376929	824 SW 1ST ST	BOCA RATON	FL	33486	ROYAL OAK HILLS 2ND SEC
309	15	1	PIPE	18" DIA	RCP	18"	26.349735	-80.101097	950552.860587	733831.758274	717 W ROYAL PALM RD	BOCA RATON	FL	33486	ROYAL OAK HILLS 2ND SEC
310	15	1	PIPE	10" DIA	CLAY	10"	26.349985	-80.100899	950605.05584	733923.203343	724 W PALMETTO PARK RD	BOCA RATON	FL	33486	ROYAL OAK HILLS 2ND SEC
311	15	1	PIPE	09" DIA	SP	9"	26.350037	-80.099998	950888.936027	733943.876035	698 W PALMETTO PARK RD	BOCA RATON	FL	33486	ROYAL OAK HILLS 2ND SEC
314	15	1	PIPE	30" DIA	CMP	30"	26.357401	-80.108299	948175.395809	736602.012688					
315	15	1	PIPE	15" DIA	CMP	15"	26.357411	-80.108002	948270.33398	736606.525956	1079 NW 7TH ST	BOCA RATON	FL	33486	LAKE FLORESTA PARK 2ND SEC IN
316	15	1	PIPE	24" DIA	CMP	24"	26.357469	-80.105499	949064.226582	736632.926668	961 NW 7TH ST	BOCA RATON	FL	33486	CAMPUS HGTS IN
321	15	1	PIPE	24" DIA	RCP	24"	26.357489	-80.101799	950288.362259	736648.762511	701 NW 8TH AVE	BOCA RATON	FL	33486	TUNISON PALMS SEC 2 IN
325	15	1	PIPE	15" DIA	CMP	15"	26.360074	-80.115501	945790.512551	737557.469358	1098 NW 15TH AVE	BOCA RATON	FL	33486	COUNTRY CLUB VILLAGE SEC C IN PB 27 PGS
326	15	1	PIPE	36" DIA	CMP	36"	26.361551	-80.115303	945852.60615	738094.644205					
327	15	1	PIPE	12" DIA	CMP	12"	26.361653	-80.115402	945816.087385	738131.444145					
338	15	1	PIPE	30" DIA	CMP	30"	26.372311	-80.137497	938566.57067	741956.681057					
355	15	0	PIPE	24" DIA	CMP	24"	26.386635	-80.117996	944923.883514	747206.863758	1000 NW SPANISH RIVER BLVD	BOCA RATON	FL	33432	

**City of Boca Raton**  
**Control Structures – Structural Control Inspection**  
**Standard Operating Procedure**

Control structures (weirs, etc.) that are associated with other structural controls, such as wet and dry retention and detention areas, exfiltration trench, and swales, are inspected along with the structural control system of which they are a part.

Control structures that are associated with pipe networks and/or canals (weirs, etc.) are inspected as stand-alone facilities. There are 12 stand-alone control structures that are part of our MS4. They are located on the following map.

**Inspections:**

Stand-alone control structures (as Major Stormwater Outfalls) are inspected annually, or more frequently if historic operations indicate that it's needed for a particular control structure. The attached inspection form is used for each inspection. Photo documentation will accompany the inspection form if necessary.

**Maintenance:**

There are several maintenance activities that may be associated with control structures. Because these structures are each unique, their maintenance needs are specific to each structure. The appropriate activity is chosen to correspond to the reported condition or required action. The following activities may be required:

1. Remove trash and debris and dispose of properly.
2. Remove accumulated vegetative matter and dispose of properly.
3. Remove accumulated sediment and dispose of properly.
4. Remove barnacles and/or other marine life and dispose of properly.
5. Repair/replace the mechanical parts, if applicable.
6. Repair/replace structure, if needed.

**Documentation:**

The documentation for the inspection and maintenance activities related to control structures is maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.



## Control Structure Inspection Form

Structure Address: North of Oregon Lane, by Canal, West of Brant Drive

Inspector Name: \_\_\_\_\_

Date: \_\_\_\_\_

---

### GENERAL:

Any indications of illicit discharge or illegal dumping? **YES NO**

If **YES**, describe and report to supervisor for proper response:

\_\_\_\_\_

Debris accumulation upstream or downstream of structure? **YES NO**

Sediment accumulation upstream or downstream of structure? **YES NO**

Headwall or riprap in need of repair/replacement? **YES NO**

If **YES**, schedule for maintenance.

---



## Control Structure Inspection Form

Facility ID: Canal West of South end of Texas Trail

Inspector Name: \_\_\_\_\_ Date: \_\_\_\_\_

---

### GENERAL:

Any indications of illicit discharge or illegal dumping? **YES NO**

If **YES**, describe and report to supervisor for proper response:

\_\_\_\_\_

Debris accumulation upstream or downstream of structure? **YES NO**

Sediment accumulation upstream or downstream of structure? **YES NO**

Headwall or riprap in need of repair/replacement? **YES NO**

If **YES**, schedule for maintenance.

---



## Control Structure Inspection Form

Facility ID: North end of Canal, between NW 4<sup>th</sup> Avenue and NW 3<sup>rd</sup> Avenue

Inspector Name: \_\_\_\_\_ Date: \_\_\_\_\_

---

### GENERAL:

Any indications of illicit discharge or illegal dumping? **YES NO**

If **YES**, describe and report to supervisor for proper response:

\_\_\_\_\_

Debris accumulation upstream or downstream of structure? **YES NO**

Sediment accumulation upstream or downstream of structure? **YES NO**

Headwall or riprap in need of repair/replacement? **YES NO**

If **YES**, schedule for maintenance.

---





## Control Structure Inspection Form

Facility ID: Lake between NW 3<sup>rd</sup> Avenue and NW 70 Street.

Inspector Name: \_\_\_\_\_ Date: \_\_\_\_\_

---

### GENERAL:

Any indications of illicit discharge or illegal dumping? **YES NO**

If **YES**, describe and report to supervisor for proper response:

\_\_\_\_\_

Debris accumulation upstream or downstream of structure? **YES NO**

Sediment accumulation upstream or downstream of structure? **YES NO**

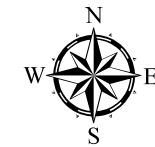
Headwall or riprap in need of repair/replacement? **YES NO**

If **YES**, schedule for maintenance.

---

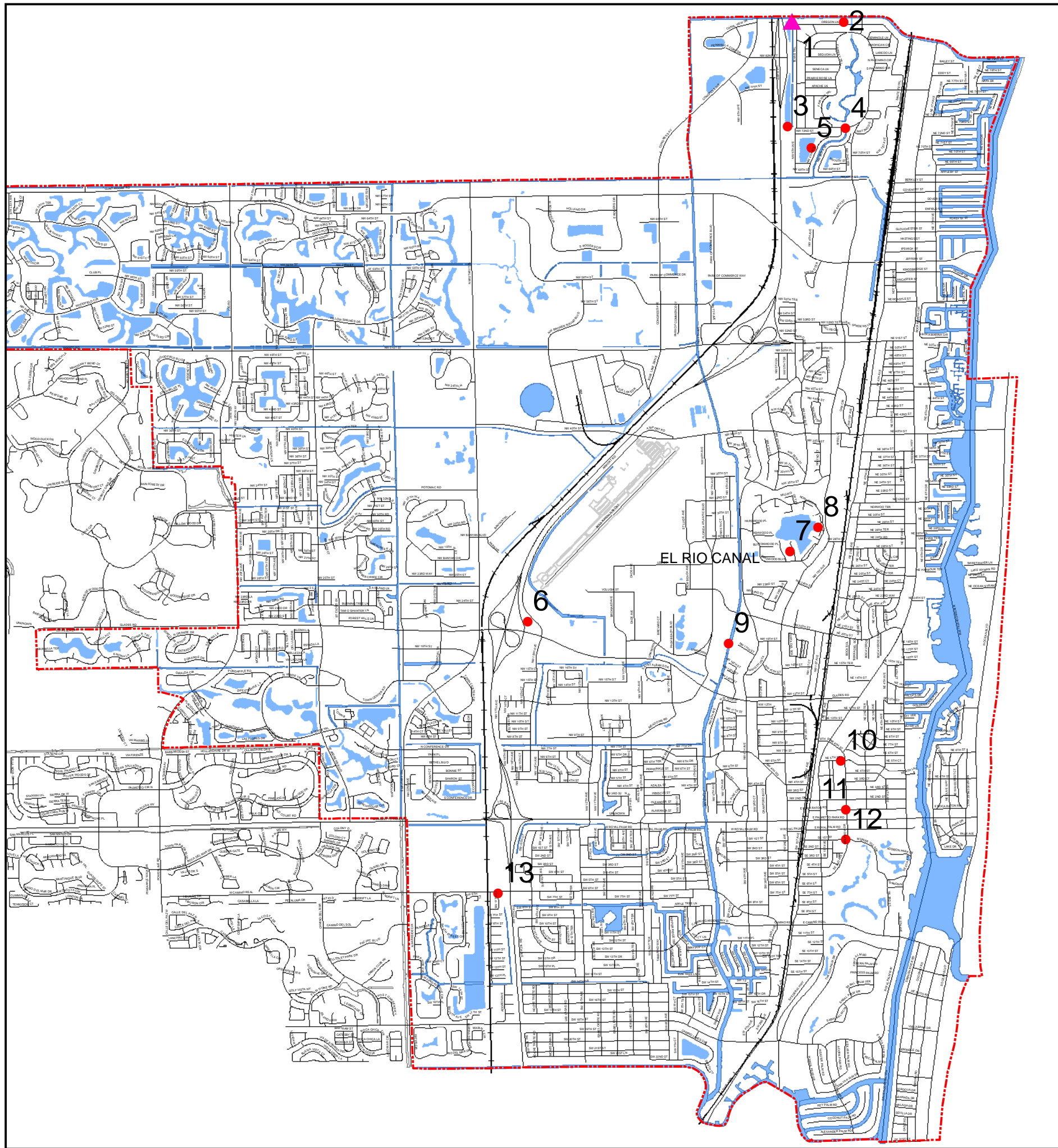


**City of Boca Raton  
Municipal Services/Engineering  
NPDES Permit Report Year2  
Control Structure and Pump Station Location**



**Legend**

- Pump\_Stations
- Control\_Structures



**City of Boca Raton**  
**Pipes/Culverts and Inlets/Manholes – Structural Control Inspection**  
**Standard Operating Procedures**

There are 56,612 linear feet of pipe/culvert that are part of our MS4. The locations are shown on the following map. This value and the locations on the map do NOT include exfiltration trench, which is catalogued separately. Each pipe segment (between two structures or between a structure and an outfall) has a unique identification.

There are 3,149 inlets/catch basins/manholes that are part of our MS4. Their locations are shown on the following map. Each structure has a unique identification using the nearest address. This information is stored in a geographic information system (GIS).

**Inspections:**

At least 10% of the total number of linear feet of pipe/culvert is inspected each year. The inlets, catch basins, and manholes associated with a pipe/culvert system are inspected concurrently. Visual inspections are conducted in accordance with the checklist/procedure that follows. Inspection forms are used in cases where work orders are produced. If warranted, as a result of the visual inspection, a work order for maintenance, repair, or a more detailed pipe or structure investigation is generated. A more detailed investigation may include televising the pipe, or using mirrors or other devices, as appropriate, to determine the condition of the pipe/culvert.

**Maintenance:**

There are several maintenance activities that may be associated with stormwater networks. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required:

1. Remove trash and debris and dispose of properly.
2. Remove accumulated vegetative matter and dispose of properly.
3. Remove accumulated sediment and dispose of properly.
4. Remove barnacles and/or other marine life and dispose of properly.
5. Repair/replace the headwall at the end of the pipe, if applicable.
6. Repair/replace pipe or structure, if needed.

**Documentation:**

The documentation for the inspection and maintenance activities related to the pipes/culverts and inlets/manholes are maintained by the Records Manager/Data Analyst. These records are maintained in an electronic database.



## Catch Basins, Pipes, Culverts, and Inlets Structural Control Inspection

Inspector Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Structure: \_\_\_\_\_

### **VISUAL INSPECTION:**

Evidence of settling above the pipe alignment?      **YES**    **NO**

Sediment accumulation in pipe (viewed from inlets, manholes, etc.)?      **YES**    **NO**

Barnacle accumulation in pipe (viewed from inlets, manholes, and/or outfall)?      **YES**    **NO**

Any indications of illicit discharge or illegal dumping?      **YES**    **NO**

If **YES**, schedule for maintenance and report to supervisor for further investigation.

---



City of Boca Raton  
Municipal Services/Engineering  
NPDES Permit Report Year2  
Inlets/ Catch Basins/ Pipes, Ditches

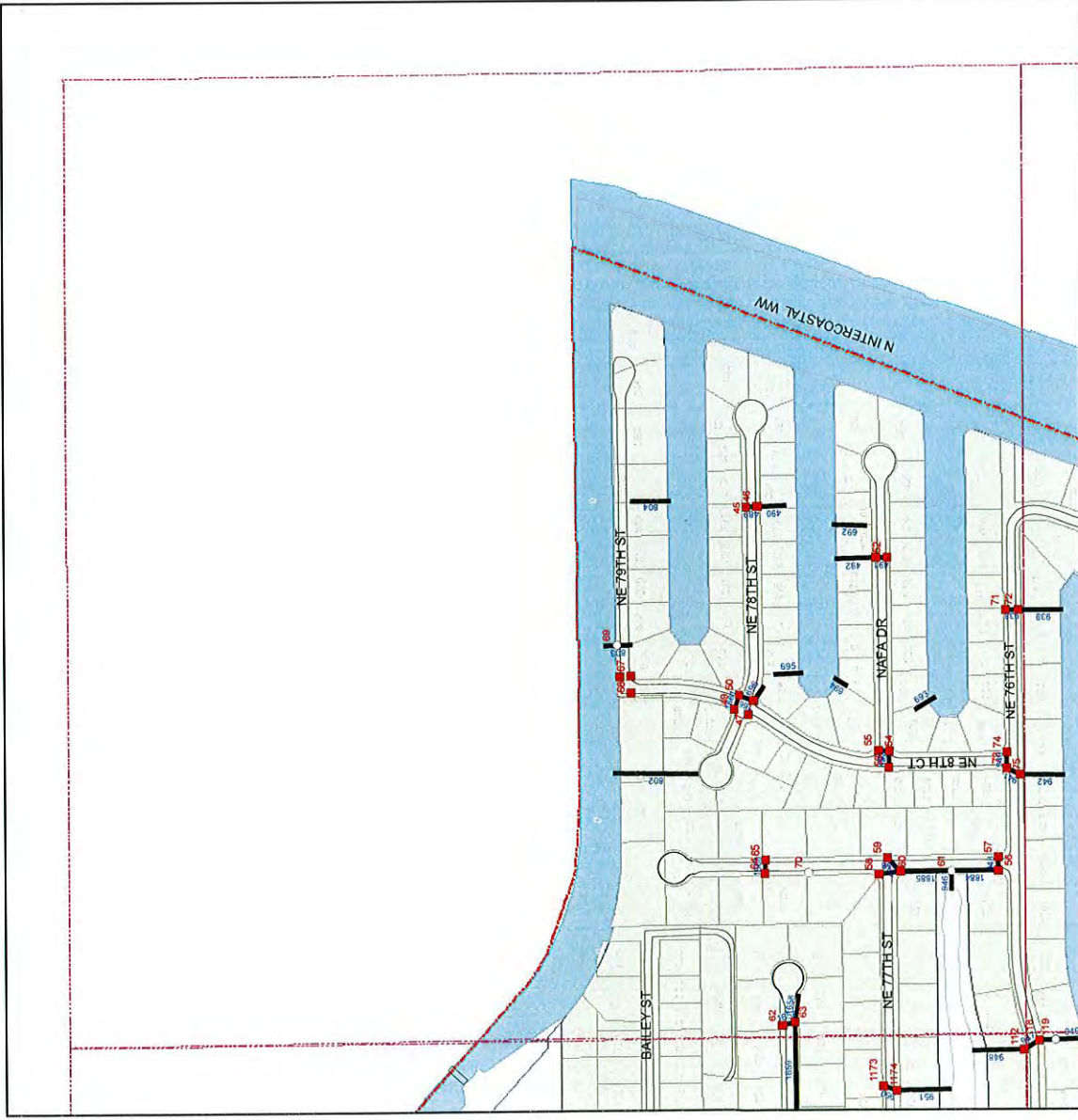


1 inch = 300 feet  
April, 2012

1001

**Legend**

- Catch Basin
- Inlet
- Manhole
- Headwall
- Structure Outside Permit Area
- SW\_pipes\_Only\_IN\_MP4
- Exfiltration\_IN\_MP4
- Ditches
- MP4\_Area\_2013



0002A

0003



## **City of Boca Raton Litter Control Program**

In accordance with the City's Code of Ordinances, Section 25, litter is controlled by requiring owners and/or occupants of private property to maintain abutting swale areas, including sidewalks, pathways, or driveways. The City of Boca Raton code enforcement officers will issue notices of violation to property owners who do not comply with the City's Code of Ordinances.





## Street Sweeping Program

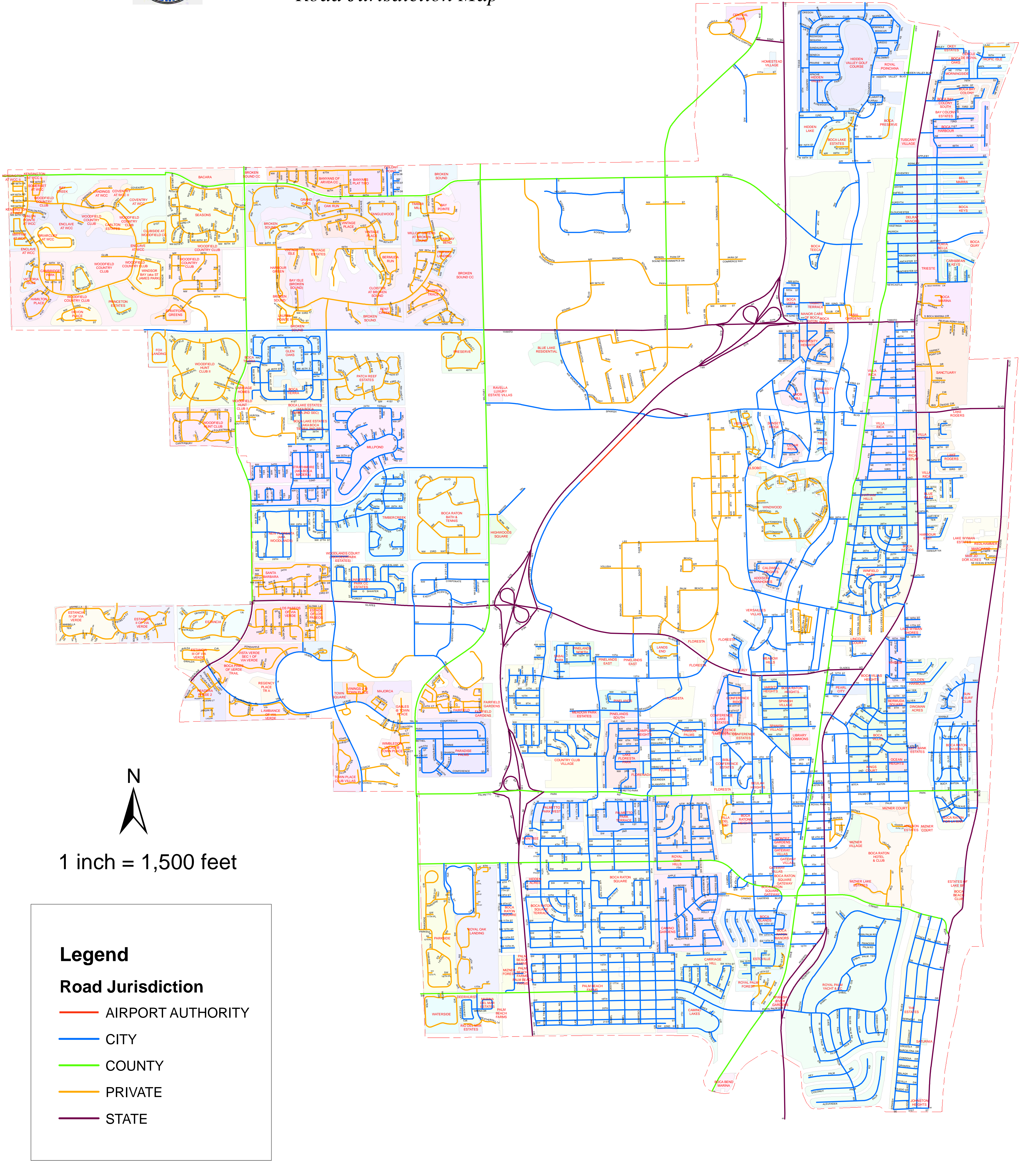
The Street Sweeping Program for the City of Boca Raton consists of:

- 485 lane miles of litter collection along public streets, roadways, and rights-of-way within our jurisdiction. A map of litter collection areas maintained by the City of Boca Raton is attached.
- The frequency of our Street Sweeping program is attached.
- Documentation of volume of litter collected is maintained by the Records Manager/Data Analyst by date and is summarized for reporting each year.
- All street sweeping collection is properly disposed of in accordance with DEP's "Guidance For The Management Of Street Sweepings, Catch Basin Sediments and Stormwater System Sediments."
- An estimate of the total phosphorus and total nitrogen collected by the street sweeping is performed based on the Florida Stormwater Association's determinations of street sweeping removal rates project.
- The City does not coordinate an adopt-a-road program. Palm Beach County and/or FDOT may have adopt-a-road programs that include streets that lie within the jurisdiction of the City; however those programs would be for roadways not owned or maintained by the City.
- The City of Boca Raton code enforcement officers will issue notices of violation to property owners who do not comply with the City's Code of Ordinances Section 25 requiring owners and/or occupants of private property to maintain abutting swale areas, including sidewalks, pathways, or driveways.





City of Boca Raton  
Municipal Services / Engineering  
Road Jurisdiction Map



1 inch = 1,500 feet

Legend  
Road Jurisdiction

- AIRPORT AUTHORITY
- CITY
- COUNTY
- PRIVATE
- STATE

Note:  
Total Number of Lane Miles with City Jurisdiction 485.0 Miles  
Total Number of Road Miles with City Jurisdiction 218.8 Miles



## **Appendix 1 Night Sweeping Schedule**

### **Monday:**

Federal Hwy.  
Dixie Hwy.  
NW 2<sup>nd</sup> Ave.  
Congress Ave.

### **Tuesday:**

Military Trail  
St. Andrews Blvd  
Jog Rd.

### **Wednesday:**

SW 18<sup>th</sup> St.  
Camino Real  
Palmetto Park Rd.  
Glades Rd.  
NE and NW 20<sup>th</sup> St.

### **Thursday:**

Spanish River Blvd.  
Yamato Rd.  
Clint Moore Rd.  
Hidden Valley Blvd.

### **As needed (Weekly):**

NE 2<sup>nd</sup> St. from NW 2<sup>nd</sup> Ave. to NE 3rd Ave.  
Boca Raton Rd. from Federal Hwy. to NE 5<sup>th</sup> Ave.  
E. Royal Palm Rd.  
SE 1<sup>st</sup> St.  
SE 2<sup>nd</sup> St.  
SE 3<sup>rd</sup> St.  
SE 4<sup>th</sup> St.  
SE 5<sup>th</sup> St.  
SE 6<sup>th</sup> St.  
SE 7<sup>th</sup> St.  
SE 8<sup>th</sup> St.  
SE 9<sup>th</sup> St.  
SE 11<sup>th</sup> St.

## **Appendix 1 Night Sweeping Schedule**

### **As needed (Weekly):**

Potomac Rd.  
Boca Raton Rd.  
NW 1<sup>st</sup> Ave.  
SW 1<sup>st</sup> Ave.  
NW 4<sup>th</sup> St. from NW 1<sup>st</sup> Ave to NW 2<sup>nd</sup> Ave.  
NW 3<sup>rd</sup> St. from NW 1<sup>st</sup> Ave. to NW 2<sup>nd</sup> Ave.  
NW 11 St. from NW 2 Ave. to NW 1 Ave.  
W. Royal Palm Rd. from SW 2<sup>nd</sup> Ave. to SW 1<sup>st</sup> Ave.

### **As needed (Monthly):**

Airport Rd.  
Dixie Hwy. center lanes  
NW 2<sup>nd</sup> Ave center lanes  
Military Trail slotted medians at Palmetto Park Rd.  
Alleyways between SE 3<sup>rd</sup> St. to SE 8<sup>th</sup> St. west of Federal Hwy.  
Military Trail underpass at Glades Rd.  
Camino Real underpass at I-95  
Yamato Rd. underpass at I-95  
Butts Rd. from Town Center Rd. to Military Trail  
Town Center Rd. from Butts Rd. to Military Trail  
Commercial Trail from Town Center Rd. to Glades Rd.  
NW 19<sup>th</sup> St. from Butts Rd. to Military Trail  
Executive Center Drive from Butts Rd. to Glades Rd.  
Executive Center Circle from Executive Center Drive and back  
NW 22<sup>nd</sup> Ave from Executive Center Drive to NW Corporate Blvd.  
NW 20<sup>th</sup> Ave from Executive Center Circle TO NW Corporate Blvd.  
NW Corporate Blvd. from Military Trail to end (just passed NW 22<sup>nd</sup> Ave)  
NW 21<sup>st</sup> Ave from NW Corporate Blvd. to Butts Rd.

## **Appendix 2 Daytime Sweeping Schedule**

### **Area 1 SW:**

All public owned streets within the boundaries of Palmetto Park Rd., Military Trail. SW 22<sup>nd</sup> St, Dixie Hwy.

### **Area 2 SE:**

All public owned streets within the boundaries of Palmetto Park Rd., Dixie Hwy., SE 31<sup>st</sup> St., A1A

### **Area 3 NE:**

All public owned streets within the boundaries of Palmetto Park Rd., Dixie Hwy., Bailey St., N. Ocean Blvd.(A1A)

### **Area 4 NW:**

All public owned streets within the boundaries of Palmetto Park Rd., Jog Rd/Powerline Rd., Clint Moore Rd., Dixie Hwy.

### **Note:**

Areas are swept on an as needed basis with majority of sweeping concentrated within the subdivisions and along none curbed streets with the exception of Royal Palm Yacht and Country Club subdivision and NE 36<sup>th</sup> St. , NE 7<sup>th</sup> Ave, NW 26<sup>th</sup> Ave. All areas to be completed within a 30 day period.

### **Appendix 3**

#### **Sidewalk/Bike Path Sweeping Schedule**

##### **#1**

Airport & Parks Section

Airport Rd. between Glades Rd & 40<sup>th</sup> St

El Rio between Glades Rd & NW 40<sup>th</sup> St

Meadows Park- NW 8<sup>th</sup> St

NE 5<sup>th</sup> between 42<sup>nd</sup> & 43<sup>rd</sup> St

NE 20<sup>th</sup>

NE 5<sup>th</sup> Ave from Federal Hwy to Palmetto Park Rd.

##### **#2**

NW Section

NW 3<sup>rd</sup> Ave between 40<sup>th</sup> & NW 45<sup>th</sup> St

NW 4<sup>th</sup> Ave between Palmetto Park & NW 20<sup>th</sup> St

NW 5<sup>th</sup> Ave between NW 20<sup>th</sup> St – NW 40<sup>th</sup> ST

NW 7<sup>th</sup> ST between 4<sup>th</sup> Ave & Paloma

NW 13<sup>th</sup> St between 12<sup>th</sup> Ave & NW 15<sup>th</sup> Ave

NW 40<sup>th</sup> St between NW 2<sup>nd</sup> Ave & Military Trail

NW 51<sup>st</sup> St between NW 2<sup>nd</sup> Ave & NW 5<sup>th</sup> Ave

NW 51<sup>st</sup> St between Military Trail & Jog Rd

Potomac Rd between Military Trail & Powerline Rd

Verde Trails – North & South to Circle

Paloma between Palmetto Park & NW 7<sup>th</sup> ST

Spanish River Library Path

##### **#3**

N/ Parks Section

Jeffery St between NW 2<sup>nd</sup> Ave – I- 95

N Federal Hwy from Eddy St & C-15 Canal

Palmetto Park Rd between 9<sup>th</sup> Ave & NW 7<sup>th</sup> Ave

El Rio Trail from 40<sup>th</sup> St to 51<sup>st</sup> St

Patch Reef Trail – Glades Rd to Yamato Rd

##### **#4**

A1A N & S / Camino Real Section

Bike lane A1A from Boca to Deerfield/ outside

Sidewalk A1A from Boca to Deerfield

Bike lane Camino Real From A1A to Federal Hwy

##### **#5**

SW Section

SW 12<sup>th</sup> Ave from Palmetto Park Rd. to SW 18<sup>th</sup> St.



## **Roadway Maintenance Practices To Reduce Pollutants**

Roadway repairs and maintenance may take place anywhere throughout the City's jurisdictional area, and is conducted on an as-needed basis.

Major repair work is typically done as a construction project by a contractor. These projects most often required a Notice of Intent under the State's Generic Construction Permit, which requires a Stormwater Pollution Protection Plan. Routine inspections are done as part of the construction site inspection program.

Minor repairs, completed by municipal staff, are performed using the following practices:

- Painting, striping, marking, and asphalt and concrete cutting or repair activities are done in dry weather.
- Nearby storm drain inlets are protected by covers, straw bales, sand bags, filter fabric or plastic to reduce the possible entry of wastes, dusts, overspray and/or slurry.
- All waste and debris remaining after the work is swept up and removed.
- Water use is minimized when saw cutting concrete. The waste slurry is allowed to dry and then swept up or a wet vacuum is used to pick up the waste slurry during or immediately after cutting.
- Maintenance supplies (e.g., cement bags, sealants and tars) are stored under cover and away from drainage areas.
- Waste, scraps, rust and paint from any sandblasting or painting projects is collected and disposed of properly.



## **City of Boca Raton Maintenance/Equipment Yard Practices Standard Operating Procedures**

The attached map depicts the location of the City-owned equipment yard and maintenance shop (that support road maintenance activities). Below are the standard practices in place at that facility.

### **General Housekeeping:**

Keep your Spill Prevention Control and Countermeasure (SPCC) Plan up-to-date, and implement accordingly.

Place adequate stockpiles of spill cleanup materials where they are readily accessible.

Keep work sites clean and orderly. Remove debris in a timely fashion.

Spot clean leaks and drips routinely. Leaks are not cleaned up until the absorbent is picked up and disposed of properly.

Clean leaks, drips, and other spills with as little water as possible. Use rags for small spills, a damp mop for general cleanup, and dry absorbent material for larger spills. Use the following three-step method for cleaning floors:

- Clean spills with rags or other absorbent materials
- Sweep floor using dry absorbent material
- Mop the floor. Mop water may be discharged to the sanitary sewer via a toilet or sink.

Sweep the maintenance area weekly, if it is paved, to collect loose particles. Do not hose down the area to a storm drain.

Report leaking vehicles to fleet maintenance.

### **Vehicle/Equipment Fueling:**

Design fueling area to prevent stormwater runoff and spills.

Use secondary containment when transferring fuel from the tank truck to the fuel tank. Cover storm drains in the vicinity during transfer.

Maintain clean fuel-dispensing areas using dry cleanup methods such as sweeping for removal of litter and debris, or use of rags and absorbents for leaks and spills. Do not wash down areas with water.

Post signs at the fuel dispenser or fuel island warning vehicle owners/operators against "topping off" of vehicle fuel tanks.

## **Vehicle/Equipment Washing:**

If possible, use properly maintained off-site commercial washing and steam cleaning businesses whenever possible. These businesses are better equipped to handle and properly dispose of the wash waters.

Consider washing vehicles and equipment inside the building if washing/cleaning must occur on-site. This will help to control the targeted constituents by directing them to the sanitary sewer.

Design wash areas to properly collect and dispose of wash water when engine cleaning is conducted and when chemical additives, solvents, or degreasers are used. This may include installation of sumps or drain lines to collect wash water or construction of a berm around the designated area and grading of the area to collect wash water as well as prevent stormwater run-on.

Post signs stating that only washing is allowed in wash area and that discharges to the storm drain are prohibited.

Use biodegradable, phosphate-free detergents for washing vehicles as appropriate.

Use hoses with nozzles that automatically turn off when left unattended.

Discharge equipment wash water to the sanitary sewer, a holding tank, or a process treatment system, regardless of the washing method used. Discharge vehicle wash water to (1) the sanitary sewer, a holding tank, or process treatment system or (2) an enclosed recycling system.

## **Vehicle/Equipment Repair:**

Move maintenance and repair activities indoors whenever feasible.

If outside, use a vehicle maintenance area designed to prevent stormwater pollution - minimize contact of stormwater with outside operations through berming and appropriate drainage routing.

If temporary work is being conducted outside, use a tarp, ground cloth, or drip pans beneath the vehicle or equipment to capture all spills and drips.

Designate a special area to drain and replace motor oil, coolant, and other fluids. This area should not have any connections to the storm drain or the sanitary sewer and should allow for easy clean up of drips and spills.

Drain all fluids from wrecked vehicles immediately. Ensure that the drain pan or drip pan is large enough to contain drained fluids (e.g. larger pans are needed to contain antifreeze, which may gush from some vehicles).

Do not pour liquid waste to floor drains, sinks, outdoor storm drain inlets, or other storm drains or sewer connections.

Dispose of all waste materials according to applicable laws and regulations.

Collect leaking or dripping fluids in drip pans or containers. Fluids are easier to recycle if kept separate. Promptly transfer used fluids to the proper waste or recycling drums and store in an appropriately designed area that can contain spills. Don't leave drip pans or other open containers lying around.

Do not dispose of oil filters in trash cans or dumpsters, which may leak oil and contaminate stormwater. Place the oil filter in a funnel over a waste oil recycling drum to drain excess oil before disposal. Most municipalities prohibit or discourage disposal of these items in solid waste facilities. Oil filters can also be recycled. Ask your oil supplier or recycler about recycling oil filters.

Avoid hosing down your work areas. If work areas are washed, collect and direct wash water to sanitary sewer.

### **Storage:**

If possible, store materials and wastes under cover whenever possible.

Minimize stormwater run-on by enclosing the area or building a berm around it.

Cover the containers where they are stored.

Raise the containers off the ground by use of pallet or similar method, with provisions for spill control and secondary containment.

Use covered dumpsters for waste product containers.

Contain the material in such a manner that if the container leaks or spills, the contents will not discharge, flow, or be washed into the storm drainage system, surface waters or groundwater.

Store cracked and/or dead batteries in a non-leaking covered secondary container and dispose of properly at recycling or household hazardous waste facilities.

If equipment (e.g., radiators, axles) is to be stored outdoors, oil and other fluids should be drained first. This is also applicable to vehicles being stored and not used on a regular basis.

Try to keep chemicals in their original containers, and keep them well labeled.

Store idle equipment containing fluids under cover.

### **Inspections:**

The attached form is used for the inspection of each site on an annual basis. Documentation is maintained by the Records Manager/Data Analyst and is stored in a digital database.





## Equipment Yard/Maintenance Shop Inspection Form

Facility: Municipal Services Complex

Date of Inspection: \_\_\_\_\_

Address: 2500 NW 1<sup>st</sup> Avenue

Inspector Name: \_\_\_\_\_

**YES NO N/A**

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Materials/chemicals are stored, handled, and discarded in a manner to reduce the potential risk of spills entering the MS4                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A spill kit is on site  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Outfalls, inlets, and outlets of stormwater treatment systems are free of debris/pollutants   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Storage tanks are clearly marked, properly contained, and protected from potential damage   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Loading, unloading, and transfer areas are neat and free of spills/debris/pollutants  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Vehicle maintenance areas are properly maintained and draining to the treatment system or sanitary sewer line   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Outdoor manufacturing areas are properly maintained and free of spills or debris  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Outdoor stockpile/material handling areas are properly maintained and the materials are properly contained (i.e., no potential to leak or leach pollutants) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Trash and debris areas are conspicuous and properly protected from stormwater runoff  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fueling stations are free of petroleum product spills/leaks   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Vehicle wash and rinse areas are draining to the treatment system or sanitary sewer line  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The site was free of any visual indication of potential illicit connection/illicit discharge to the MS4. If no, note type of indication:                    |

Odor ☐ Color ☐ Foam ☐ Sheen ☐ Surface Scum ☐ Solids ☐ Turbidity ☐

### INDUSTRIAL SITES ONLY

- |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | MSGP Notice of Intent (FDEP Form 62-621.300(5)(b)) was submitted to DEP        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Stormwater Pollution Prevention Plan was on site and implemented, per the MSGP |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Required SWPPP inspection and maintenance report forms completed, per the MSGP |

*Use reverse side of form for comments.*



## **Municipal Waste TSD Facility Procedures**

The City of Boca Raton has one (1) designated facility for the treatment, storage, and/or disposal of municipal waste. This facility is located at 2500 NW 1<sup>st</sup> Avenue within the City's Municipal Services Complex. The City refers to this facility as the Municipal Services Complex Washrack.

Necessary control measures have been put in place at this facility to ensure that any potential pollution or stormwater runoff from this facility is minimized or prevented.

Site inspections are conducted quarterly using the attached inspection form.

Documentation is maintained by the Records Manager/Data Analyst and is stored in a digital database.



## Municipal Waste TSD Facility Inspection Form

Facility: Municipal Services Complex Washrack

Date of Inspection: \_\_\_\_\_

Address: 2500 NW 1<sup>st</sup> Avenue

Inspector Name: \_\_\_\_\_

**YES    NO    N/A**

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All waste at site is inside appropriate receptacles.                  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Area around waste receptacles is neat and free of debris.             |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Waste receptacle lids are in place.                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Waste receptacles are sturdy, leak-free, and in acceptable condition. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Waste collection area does not drain to stormwater system (MS4).      |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A spill kit is on site.   |

**Comments:**

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## Public Education Program

The Palm Beach County permittees have undertaken a jointly-funded program to meet the public education requirements of the MS4 NPDES permit. In so doing, all permittees participate in conducting the program. The premise of a joint program is that a unified message, repeated throughout the County will have more of an impact than 40 separate messages. The Stormwater And Me (SAM) program, as it is called, kicked off in 2009.

### Objective:

The objective of the public education program is to put relevant information in the hands of the residents of and visitors to the Palm Beach County geographic area so they can make better decisions with respect to pesticides, herbicides, fertilizers, illicit discharges, illegal dumping, and the disposal of household hazardous waste. The hope is that this will result in less of these items ending up in our stormwater systems and, in turn, our water bodies.

### Topics:

As prescribed by the MS4 permit, the following topics are covered by the public education program:

1. Encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. *[Part III.A.6.]*
2. Promote, publicize and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. *[Part III.A.7.e.]*
3. Encourage the proper use and disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. *[Part III.A.7.f.]*

### Target Audience:

The target audience for the program is residents (children and adults) of and visitors to Palm Beach County, Florida.

### Activities and Materials:

The program is described on the website ([www.stormwaterandme.org](http://www.stormwaterandme.org)).

### Methods for Distribution:

The program is described on the website ([www.stormwaterandme.org](http://www.stormwaterandme.org)).

### Annual Schedule:

The program is described on the website ([www.stormwaterandme.org](http://www.stormwaterandme.org)).

### Documentation:

The events and activities are documented on the program website. In addition, the Public Education Sub-committee keeps a copy of the back-up information for all materials purchased and events attended.

**Responsible Entities:**

The program associated with topics 1 and 2 is carried out by a Public Education Sub-committee of the Palm Beach County MS4 permittee group. Topic 2 is also carried out by the City of Boca Raton through its local television channel Boca20TV. Topic 3 is carried out by the Palm Beach County Solid Waste Authority (SWA) for all permittees under the inter-local agreement with Palm Beach County.



## **Pesticide, Herbicide & Fertilizer Minimization Procedures**

In accordance with our MS4 permit, the City of Boca Raton continues to endeavor to minimize its use of pesticides, herbicides, and fertilizers on public property. The procedures used to achieve this are as follows:

### **Pesticides & Herbicides**

Only personnel and contractors who have proof of certification and licensing by the Florida Department of Agriculture and Consumer Services (FDACS) for the application of pesticides and herbicides are allowed to apply these products.

### **Fertilizers**

By January 1, 2014, all personnel and contractors who apply fertilizers must demonstrate proof of training through the Green Industry BMP Program. In addition, contracted applicators are required to prove certification for “urban landscape commercial fertilizer application.”

Until January 1, 2014, personnel will continue to receive annual training on the proper application practices for fertilizers.

Annually, or as required, training on the proper storage and handling of these products is provided to all relevant personnel.

A list is maintained of all personnel and contractors who have received training, licensing, certification, and refresher training as required. This list is maintained by personnel of Municipal Services and Recreation Services.

# Proactive Inspection Program

## 1. Procedure and Criteria for identifying priority areas/facilities

For consistency with the Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) permit, the following areas are considered a priority in the inspection program:

- Industrial, commercial, or mixed use areas
- Areas with history of past illicit discharges and/or illegal dumping
- Areas with on-site sewage disposal systems
- Areas upstream of sensitive or impaired water bodies

The attached map depicts the areas zoned as industrial or commercial, that lie within our MS4 contributing area or in an area that discharges from an outfall for which we are responsible. The map is updated each year, typically in the month of July, by the Stormwater department and saved as a PDF format file for use by all.

## 2. List of identified priority areas/facilities

Each year, a list of addresses is created from an overlay of the map above and the County's current parcel map and associated database. This list is cross-referenced with the Florida Department of Environmental Protection (FDEP) list of facilities that have a Multi-Sector Generic Permit (MSGP). If any facilities that appear to require an MSGP are not on the FDEP list, the names and addresses of those businesses are referred to FDEP. The annual creation of the list of addresses and cross-referencing with the FDEP MSGP database is done by the Stormwater department, typically in the month of July of each year.

## 3. Annual schedule for inspections

All priority areas/facilities are inspected at least once within the current five-year permit term. The inspection area has been divided into five zones. One zone will be inspected during each year of the permit term. If an area is found to have illicit discharges/connections/dumping, it is re-inspected for compliance and if warranted, specific facilities within that area are considered for placement on the high risk facility list for more frequent inspection.

In addition, inspections for signs of illicit discharges are part of the Standard Operating Procedure for all structural control inspections and maintenance. A "checkbox" for this activity is included on the inspection forms for those activities. If a suspected illicit is identified, it is reported to the Stormwater Manager for investigation under the Reactive Investigations program.

Finally, all appropriate field personnel receive illicit discharge and illegal dumping identification and notification training. If a suspected illicit is identified during the course of performing their regular activities, it is reported to the Stormwater Manager for investigation under the Reactive Investigations program.

The field inspections are the primary responsibility of Engineering Inspectors. The pro-active inspections that take place during the inspection of structural controls and other MS4 components, is the responsibility of Engineering Inspectors. Inspections are carried out throughout the year.

#### **4. Procedure for conducting inspections**

The inspector(s) patrols the prioritized area searching for indications of illicit discharges/connections/dumping into the City's MS4, in accordance with the training received. If any are identified, the inspector makes a cursory attempt at identifying the source of the illicit. If the source is identified, the inspector makes the decision to either approach the facility owner or refer the finding to his supervisor for further action. In speaking with the facility owner or operator, the inspector advises of the findings and cites the ordinance which prohibits such discharges (Article IX, Sec. 17-255, City Code of Ordinances). The inspector uses photo documentation to support the inspection. The inspector indicates his/her intention to return to verify that the problem has been corrected.

If no source is identified, the findings are reported to the inspector's supervisor for further investigation.

The pro-active inspections that take place during the inspection of structural controls and other MS4 components, is the responsibility of Engineering Inspectors. Inspections are carried out throughout the year.

Table of inspector/zones etc...

#### **5. Procedure for tracing source of discovered illicit discharge**

Visual observation, investigation, and testing if necessary, are used to identify the source of an illicit discharges/connections/dumping.

#### **6. Procedure for eliminating the discharge**

If an illicit connection to the MS4 through a pipe is identified, it is immediately terminated (plugged or removed). If the illicit is traced back to a property owner/operator, the owner of the property is contacted by Code Enforcement. The owner is notified of the problem and asked to address the situation immediately. The owner is also notified of the re-inspection date, typically one week.

#### **7. Procedure for documenting the inspections and enforcement activities**

The attached inspection form is used for pro-active inspections and the subsequent follow-up. Photo documentation will also be provided, as needed. Selected activity related to the pro-active inspection program is logged into a database for management. The electronic files facilitate follow-up, referrals and year-end summarizing.



**8. Procedures for enforcement actions (or referrals to appropriate jurisdictional authority)**

For cases within Boca Raton's MS4 contributing area, an unresolved matter is handled by the code compliance division. Code compliance assigns a case number and follows through to resolution. For cases outside Boca Raton's MS4, the appropriate entity is notified (FDOT, Palm Beach County, etc.) by the Stormwater Manager.

**9. Identification of staff /department/outside entity responsible for inspections and for enforcement**

Inspection activities are carried out by two inspectors and one senior inspector. Follow-up and management are provided by the Stormwater Manager. Documentation is handled by the Records Manager/Data Analyst. Code officers are called in as needed.

**10. Description of resources allocated to implement this permit element**

The City of Boca Raton has multiple staff members that participate in the pro-active inspection program. The City uses Engineering Inspectors, Streets employees, CADD technicians, Records Manager/Data Analyst and the Stormwater Manager to implement this permit requirement.



**City of Boca Raton**  
**Proactive Illicit Discharge/Illegal Connection Inspection Form**  
(Use as many sheets as necessary)

Date of Inspection: \_\_\_\_\_ Inspector Name: \_\_\_\_\_

☐ New Inspection      ☐ Follow-up Inspection

Description of inspection area: \_\_\_\_\_

Identification of MS4 component that could receive discharge from this site/area: \_\_\_\_\_

**Findings:**

Evidence of illicit connections to storm sewer?      Yes\_\_\_ No\_\_\_

Evidence of dumping/spills to storm sewer?      Yes\_\_\_ No\_\_\_

Evidence of wash water going to storm sewer?      Yes\_\_\_ No\_\_\_

Storage tanks leaking or improperly contained?      Yes\_\_\_ No\_\_\_

Stockpiles/debris piles uncontained?      Yes\_\_\_ No\_\_\_

If "yes," to any above, describe:

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Type of Enforcement Action Taken: \_\_\_\_\_

Date to verify correction: \_\_\_\_\_



# *City of Boca Raton*

## **MUNICIPAL SERVICES STORMWATER DIVISION**

### **NOTICE TO PROPERTY OWNER**

A violation of the EPA's Clean Water Act and Chapter 17, Code of Ordinances has been inspected on your property. To request a copy of the inspection form, please call the number provided. Please make the necessary arrangements to rectify this violation. A secondary inspection will be made on the property to ensure compliance of this notification. If second inspection results in non-compliance, Code Enforcement will be notified and a possible fine may be issued.

#### **Source of Violation**

☐ Illicit Discharge      ☐ Illegal Dumping      ☐ Potential Violation

City Recommendation: \_\_\_\_\_  
\_\_\_\_\_

If you have any questions regarding this notice, please call our Stormwater Utility Manager at 561-416-3402.



# *City of Boca Raton*

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#### **Source of Violation**

☐ Illicit Discharge      ☐ Illegal Dumping      ☐ Potential Violation

City Recommendation: \_\_\_\_\_  
\_\_\_\_\_

If you have any questions regarding this notice, please call our Stormwater Utility Manager at 561-416-3402.



**CITY OF BOCA RATON  
MUNICIPAL SERVICES  
STORMWATER DIVISION**

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**Source of Violation**

- ☐ Illicit Discharge
- ☐ Illegal Dumping
- ☐ Potential Violation

**City Recommendation:**

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If you have any questions regarding this notice, please call our Stormwater Utility Manager at 561-416-3402.



## Proactive Inspection Zones

 MS4 Drainage Area

----- FDOT

 City Limits





## **City of Boca Raton**

### **Reactive Inspection Program**

Section III.A.7.c – Illicit Discharges and Improper Disposal – Inspection and Investigation of Suspected Illicit Discharges and/or Improper Disposal: This permit element requires a written **reactive investigation program** for suspected illicit discharges that are reported by others.

**1. Procedure for tracing source of discovered illicit discharge**

Visual observation, investigation, and testing if necessary, are used to identify the source of and illicit discharges/connections/dumping.

**2. Procedure for eliminating the discharge**

If an illicit connection to the MS4 through a pipe is identified, it is immediately terminated (plugged or removed). If the conditions on an inspected facility are such that a potential discharge could occur from the site, the owner of the property is contacted. The owner is notified of the problem and asked to address the situation immediately. The owner is notified of the re-inspection date, typically one week.

**3. Procedure for documenting the inspections and enforcement activities**

The attached inspection form is used for all reactive facility inspections and the subsequent follow-up. Photo documentation will also be provided. Selected activity related to the reactive inspection program is logged into a database for management. Area inspections will also be tracked in the database. The electronic files facilitate follow-up, referrals and year-end summarizing.

**4. Procedures for enforcement actions (or referrals to appropriate jurisdictional authority)**

For cases within Boca's MS4 contributing area, an unresolved matter is handled by Code Enforcement. Code Enforcement assigns a case number and follows through to resolution. For cases outside Boca's MS4, the appropriate entity is notified (FDOT, Palm Beach County, etc.)

**5. Identification of staff /department/outside entity responsible for inspections and for enforcement**

Inspection activities are carried out by two inspectors and one senior inspector. Follow-up and management are provided by the Stormwater Manager. Documentation is handled by the Records Manager/Data Analyst. Code Enforcement officers are called in as needed.



## Reactive Investigation of Reported Illicit Discharge/Illegal Connection/Illegal Dumping

Date suspected illicit was reported: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Date of investigation: \_\_\_\_\_

MS4 potential Receiving system:

\_\_\_\_\_

If not within MS4, date and to whom referral made: \_\_\_\_\_

Verification of problem: \_\_\_\_\_

Type of discharge/connection/dumping:

\_\_\_\_\_

Determined Source:

\_\_\_\_\_

If source is a business type that is required to have an MSGP, date of referral to FDEP:

\_\_\_\_\_

Type of enforcement action taken:

\_\_\_\_\_

Date to verify elimination: \_\_\_\_\_

Inspector Signature: \_\_\_\_\_



## **City of Boca Raton Stormwater Personnel Training Program**

### **Identifying & Reporting Illicit Discharges/Dumping and Spill Prevention & Response Training**

Over the past several years the City has purchased a collection of training videos and handouts covering numerous stormwater pollution related topics, including but not limited to, Identifying & Reporting Illicit Discharges/Dumping and Spill Prevention Control and Countermeasure (SPCC).

The Municipal Services, Street Superintendent, is responsible for conducting training videos to new employees on an annual bases and follow/refresher training is conducted every three years for existing employees.

### **FDEP Sedimentation & Erosion Control Training**

The FDEP-approved course is sponsored by the Palm Beach County co-permittees each year, typically in May. These courses are free, open to anyone, and are advertised on the co-permittees' website, through FDEP, at meetings, and through emails. No refresher training is required for the certifications.

There are currently seven FDEP certified inspectors with the City's Stormwater Utility Division.

### **Documentation:**

Attendance records for in-house training are maintained by the Streets Superintendent.





## Spill Prevention & Response Procedures

The following is the City of Boca Raton procedures for preventing and responding to spills within our jurisdictional area.

### Procedure

1. Based on training received, identify whether or not the spill requires that a call be made to a supervisor or the Fire Department. If it does, do so immediately and follow any instructions given.
2. Take appropriate steps to contain the spill in order to eliminate or minimize the possibility of the spilled substance entering the storm sewer system.
3. Employees should clean up spills themselves ***only if properly trained and protected.*** Employees who are not trained in spill cleanup procedures should report the spill to the responsible authority, warn other employees, and leave the area. If within your authority, clean up the spill. Rely on training to determine the appropriate method for spill clean-up.

NOTE: If you are cleaning up a spill yourself, make sure you are aware of the hazards associated with the materials spilled, have adequate ventilation, and proper personal protective equipment. Treat all residual chemical and cleanup materials as hazardous waste.

4. In some instances, the area of the spill should not be washed with water. Use Dry Cleanup Methods and **NEVER** wash spills down the drain, onto a storm drain or onto a driveway or parking lot.
5. Follow up with documentation on any spill incident with the attached Spill Response Report Form.

### Documentation

Spills and the follow-up responses are documented and maintained by the Records Manager/Data Analyst and stored in a digital database.



## Spill Response Report Form

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Duration: \_\_\_\_\_

Chemical name or identity of any substance released: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is it a hazardous substance? \_\_\_\_\_

Estimate of Quantity Spilled: \_\_\_\_\_

Who Responded: \_\_\_\_\_

Cleaning Method Used: \_\_\_\_\_

\_\_\_\_\_

Any Discharge to Storm Drain? \_\_\_\_\_

Were proper precautions taken, including evacuation, if necessary? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Was Spill Reported to the proper Authority?    YES    NO



## Public Education Program

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### Objective:

The objective of the public education program is to put relevant information in the hands of the residents of and visitors to the Palm Beach County geographic area so they can make better decisions with respect to pesticides, herbicides, fertilizers, illicit discharges, illegal dumping, and the disposal of household hazardous waste. The hope is that this will result in less of these items ending up in our stormwater systems and, in turn, our water bodies.

### Topics:

As prescribed by the MS4 permit, the following topics are covered by the public education program:

1. Encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. *[Part III.A.6.]*
2. Promote, publicize and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. *[Part III.A.7.e.]*
3. Encourage the proper use and disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. *[Part III.A.7.f.]*

### Target Audience:

The target audience for the program is residents (children and adults) of and visitors to Palm Beach County, Florida.

### Activities and Materials:

The program is described on the website ([www.stormwaterandme.org](http://www.stormwaterandme.org)).

### Methods for Distribution:

The program is described on the website ([www.stormwaterandme.org](http://www.stormwaterandme.org)).

### Annual Schedule:

The program is described on the website ([www.stormwaterandme.org](http://www.stormwaterandme.org)).

### Documentation:

The events and activities are documented on the program website. In addition, the Public Education Sub-committee keeps a copy of the back-up information for all materials purchased and events attended.

**Responsible Entities:**

The program associated with topics 1 and 2 is carried out by a Public Education Sub-committee of the Palm Beach County MS4 permittee group. Topic 2 is also carried out by the City of Boca Raton through its local television channel Boca20TV. Topic 3 is carried out by the Palm Beach County Solid Waste Authority (SWA) for all permittees under the inter-local agreement with Palm Beach County.



## **Plan to Eliminate Wastewater Contamination in Stormwater**

The City of Boca Raton Utility Services Department operates the wastewater collection and transmission system within our jurisdiction. The Utility Services Department has a proactive Capital Improvement Plan that includes the lining and rehabilitation of the wastewater collection force mains, gravity mains, laterals, and manholes as well as the on-going rehabilitation of numerous lift stations throughout the service area. In addition to the Capital Improvement projects, the City televises and inspects of 10,000 ft. of gravity mains each year.

The Utility Services Departmental also utilizes a Sewer Overflow Response Plan (SORP) which is designed to ensure that every report of a sewage overflow incident is immediately dispatched to the appropriate City of Boca Raton Utility Services personnel for confirmation.

Identified incidents of wastewater contamination are documented by the Utility Services Department in the Utility Services Work Order System – Maximo. A spreadsheet of “reportable” incidents (PBCHD WW Spillage Report Summary) is also maintained by the Utility Services Department.

Follow-up with the Utility Department is conducted so that documentation of the response and resolution can also be made in the log. In addition, the Utility Department provides information on other reported wastewater spills for inclusion in the log.

The City has four areas that still have some septic systems: Boca Raton Heights, Boca Raton Hills, Esterly, and a pocket along A1A. We are currently installing a central sewer in Esterly. Boca Raton Heights and Boca Raton Hills are in the final stages of design and these two areas should have a central sewer by the end of 2013. We would like to install central sewer in the pocket on A1A, however, there are easement restrictions.

# **City of Boca Raton**

## **High Risk Facilities Inspection Program**

### **Standard Operating Procedures**

#### **1. An up-to-date inventory**

The inventory is updated as follows:

- Hazardous Waste TSDR facilities and the facilities subject to EPCRA Title III, Section 313 are queried on EPA's envirofacts website ([www.epa.gov/enviro/](http://www.epa.gov/enviro/)). The three "Program Systems" queried are RCRAInfo, CERCLIS, and TRIS.
- Additional facilities are added as deemed appropriate during the proactive inspections for illicit discharges.
- Boca Raton does not have any operating municipal landfills

The inventory is updated annually.

The inventory is cross-referenced with facilities that have an MSGP. Facilities that do not have the MSGP, but appear to require one, are referred to FDEP for follow-up.

#### **2. Procedure Prioritizing Facilities**

Facilities added to the High Risk Facility inventory as a result of an unfavorable pro-active illicit inspection or prior high risk facility inspection are considered a priority and are inspected more frequently than other facilities. The balance of the high risk facilities are divided into three geographic zones within the City of Boca Raton. Inspections of all High Risk facilities are carried out on a three year cycle.

#### **3. Procedure for conducting site inspections**

All High Risk facilities are inspected once every three years starting in year two of the current permit (FLS000018-003). The High Risk facilities are broken down into three zones based on geography. Facilities listed in Zone one will be inspected during the second year of the current permit. The facilities in Zone two will be inspected in year 3 of the current permit. Finally, facilities listed in Zone three will be inspected in year four of the current permit. This process will remain on a three year cycle. Inspection forms (see attached) are used for the facility inspections. Information available ahead of time is filled in before going into the field.

The inspector conducts a visit to the facility. The inspection form is used to determine any stormwater non-compliance issues. Photo documentation is used to support the inspection form.

#### **4. Procedures for enforcement actions (or referrals to appropriate jurisdictional authority)**

If a problem is identified, the owner or operator of the property is contacted. They are notified of the problem and asked to address the situation immediately. The owner is notified of the re-inspection date, typically one week. An unresolved matter is handled by the Code Enforcement division. Code Enforcement assigns a case number and follows through to resolution. For cases

outside Boca's MS4, the appropriate entity is notified (FDOT, Palm Beach County, etc.) by the Stormwater Manager.

**5. Procedure for documenting the inspections and enforcement activities**

The attached inspection form is used for inspections and the subsequent follow-up. Photo documentation is also used to document the inspections. Selected activity related to the inspection program is logged into a database for management. The electronic files facilitate follow-up, referrals and year-end summarizing and are maintained by the Records Manager/Data Analyst.

**6. Identification of staff /department/outside entity responsible for inspections/enforcement**

The following staff members are responsible for the high risk facility inspections and enforcement activity.

Name	Department
Stormwater Manager	Municipal Services
Engineering Inspectors	Municipal Services
Streets Employees	Municipal Services
Records Manager/Data Analyst	Municipal Services
Code Enforcement Officer	Code Enforcement

**7. Schedule for Training Inspectors**

Annual training is provided for individuals whose job responsibility it is to conduct high risk facility inspections. The training is concurrent with the training for the Pro-active illicit discharge inspection program.

**8. Description of resources allocated to implement this permit element**

The City of Boca Raton has multiple staff members that participate in the High Risk Facility inspection program. The City uses Engineering Inspectors, Streets employees, CADD technicians, Records Manager/Data Analyst, and the Stormwater Manager to implement this permit requirement.



## High Risk Facility Inspection Form

Date of Inspection: \_\_\_\_\_ Inspector Name: \_\_\_\_\_

Name of Business or Owner: \_\_\_\_\_

Address of Facility: \_\_\_\_\_

Identification of MS4 component that could receive discharge from this site: \_\_\_\_\_

Does type of business require an MSGP? Yes\_\_\_ No\_\_\_

If yes, does this facility have one? Yes\_\_\_ No\_\_\_

### Findings:

Evidence of illicit connections to storm sewer? Yes\_\_\_ No\_\_\_

Evidence of dumping/spills to storm sewer? Yes\_\_\_ No\_\_\_

Evidence of wash water going to storm sewer? Yes\_\_\_ No\_\_\_

Storage tanks leaking or improperly contained? Yes\_\_\_ No\_\_\_

Stockpiles/debris piles uncontained? Yes\_\_\_ No\_\_\_

If "yes," to any above, describe:

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Type of Enforcement Action Taken: \_\_\_\_\_

Date to verify elimination: \_\_\_\_\_

Date of Referral to FDEP of facility that may require MSGP: \_\_\_\_\_



# ENVIRONMENTAL PROTECTION AGENCY

[FRL-5298-3]

## Final National Pollutant Discharge Elimination System Storm Water Multi-Sector General Permit for Industrial Activities

**AGENCY:** Environmental Protection Agency.

**SUMMARY:** The following provides notice for a final NPDES general permit, accompanying response to comments, and fact sheets for storm water discharges associated with industrial activity in the following Regions:

Region I—the States of Maine, Massachusetts, and New Hampshire; Federal Indian Reservations located in Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont; and Federal facilities located in Vermont.

Region II—the Commonwealth of Puerto Rico and Federal facilities located in Puerto Rico.

Region III—the District of Columbia and Federal facilities located in Delaware and the District of Columbia.

Region IV—the State of Florida.

Region V—no areas.

Region VI—the States of Louisiana, New Mexico, Oklahoma, and Texas, and Federal Indian Reservations located in Louisiana, New Mexico (except Navajo Reservation lands, which are handled by Region IX, and Ute Mountain Reservation lands, which are handled by Region VIII and are not being covered by this permit), Oklahoma, and Texas.

Region VII—no areas.

Region VIII—no areas.

Region IX—the State of Arizona; the Territories of Johnston Atoll, and Midway and Wake Islands; all Federal Indian Reservations located in Arizona, California, and Nevada; those portions of the Duck Valley, Fort McDermitt, and Goshute Reservations located outside Nevada; those portions of the Navajo Reservation located outside Arizona; and Federal facilities located in Arizona, Johnston Atoll, and Midway and Wake Islands.

Region X—the State of Idaho; Federal Indian Reservations located in Alaska, Idaho (except Duck Valley Reservation lands, which are handled by Region IX), Oregon (except Fort McDermitt Reservation lands, which are handled by Region IX), and Washington; and Federal facilities located in Idaho, and Washington.

The permit covers storm water discharges associated with industrial activity to waters of the United States, including discharges through large and

medium municipal separate storm sewer systems, and through other municipal separate storm sewer systems. **The permit is intended to cover discharges from the following types of industrial activities: lumber and wood products facilities; paper and allied products manufacturing facilities; chemical and allied products manufacturing facilities; asphalt paving and roofing materials manufacturers and lubricants; stone, clay, glass and concrete products facilities; primary metals facilities; metal mines (ore mining and dressing); coal mines; oil and gas extraction facilities; nonmetallic mines and quarries; hazardous waste treatment, storage or disposal facilities; landfills, land application sites and open dumps; automobile salvage yards; scrap and waste material processing and recycling facilities; steam electric power generating facilities; railroad transportation facilities, local and suburban transit and interurban highway passenger transportation facilities, petroleum bulk oil stations and terminals, motor freight transportation facilities and U.S. Postal Service facilities; water transportation facilities; ship or boat building/repair facilities; airports; wastewater treatment plants; food and kindred products facilities; textile mills, apparel and other fabric manufacturing facilities; furniture and fixture manufacturing facilities; printing and publishing facilities; rubber and miscellaneous plastic product and miscellaneous manufacturing facilities; leather tanning and finishing facilities; facilities that manufacture fabricated metal products, jewelry, silverware, and plated ware; facilities that manufacture transportation equipment, industrial, or commercial machinery; and facilities that manufacture electronic equipment and components, photographic and optical goods.** Military installations must comply with the permit and monitoring requirements for all sectors that describe industrial activities that such installations perform. Publication of this final general permit, fact sheets, and response to comments complies with the requirements of 40 Code of Federal Regulations (CFR) 124.10.

The language of the permit is provided as an appendix to the preamble of this notice. Most conditions of the general permit are intended to apply to all permittees, unless stated otherwise. Where conditions vary by State, these differences are indicated in the appendix.

**ADDRESSES:** Notices of Intent (NOIs) to be covered under this permit and Notices of Termination (NOT) to

terminate coverage under this permit must be sent to Storm Water Notice of Intent (4203), 401 M Street, SW., Washington, DC 20460. The complete administrative record is available through the Water Docket MC-4101, Environmental Protection Agency, 401 M Street SW, Washington DC 20460. A reasonable fee may be charged for copying. Each Regional office (see addresses listed in Part VI.G. of this fact sheet) has an index of the complete administrative record.

**DATES:** This general permit shall be effective on September 29, 1995. Deadlines for submittal of Notices of Intent (NOIs) are provided in Section II.A. of the general permit. Today's general permit also provides additional dates for compliance with the terms of the permits and for submitting monitoring data where required.

**FOR FURTHER INFORMATION:** For further information on the NPDES storm water general permit, contact the appropriate EPA Regional Office. The name, address and phone number of the EPA Regional Storm Water Coordinators are provided in Part VI.G. of the fact sheet.

### Organization of Today's Permit

Today's permit covers storm water discharges from a wide variety of industrial activities. Because the conditions which affect the presence of pollutants in storm water discharges vary among industries, today's permit contains industry-specific sections that describe the storm water pollution prevention plan requirements, the numeric effluent limitation requirements and the monitoring requirements for that industry. These industry-specific sections are contained in Part XI of today's permit and are described in Part VIII of this fact sheet. There are also a number of permit requirements that apply to all industries. These requirements may be found in Parts I through X. They include the general coverage discussion, the Notice of Intent requirements and standard permit conditions. Specifically, Parts I through VII of this fact sheet describe these common requirements. The following is an outline of this fact sheet.

#### I. Background

#### II. Types of Discharges Covered

##### A. Limitations on Coverage

#### III. Pollutants in Storm Water Discharges Associated with Industrial Activities in General

#### IV. Summary of Options for Controlling Pollutants

#### V. The Federal/Municipal Partnership: The Role of Municipal Operators of Large and Medium Municipal Separate Storm Sewer Systems

#### VI. Summary of Common Permit Conditions





## Site Plan Review Procedures

Subsequent to site plan approval and prior to the issuance of a main use building permit, a technical review is conducted by the City's Public Works Review Staff (PWRS) of all site civil plans including, but not limited to water, sewer, paving and drainage. PWRS review and approvals are required on all projects that receive an approved development order in the City of Boca Raton in accordance with Section 28, Land Development, of the City of Boca Raton Code of Ordinances.

PWRS review and approvals contain conditions of approval that include compliance with *Environmental Resource Permit (ERP)* and/or coverage under the *NPDES Generic Permit for Stormwater Discharge from Large and Small Construction Activities (CGP)*.

PWRS reviews are typically conducted prior to the issuance of a main use building permit. Personnel in the Stormwater Management Division conduct the reviews. Current state criteria are used as the guideline for review of the temporary and permanent stormwater treatment practices that are being proposed by the petitioner.

Applicants for PWRS approval are advised that coverage under the Construction Generic Permit may be required. Applicants are further advised that proof of a SFWMD or FDEP Permit and/or coverage under the CGP, if applicable, will be required prior to the issuance of a building permit.

The following checklist is used when performing site plan reviews:

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed work requires coverage under CGP.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed work appears to require an ERP.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed temporary stormwater sedimentation & erosion control BMPs appear to be appropriate for the project.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed permanent stormwater BMPs meet local requirements.

## **Construction Site Inspection Plan and Inspection Form**

Construction site inspections are conducted for permitted land-disturbing projects which have the potential to discharge stormwater runoff into our MS4.

### **Timing**

Construction site inspections are conducted:

- Before the start of construction, after the placement of temporary BMPs
- During construction (one or more inspections, based on the project's potential for discharge to our MS4)
- At the end of the construction
- As determined and needed throughout the course of the construction activity

### **Site Priority**

All construction sites are considered priority if they have the potential to discharge into our MS4. Sites will be inspected with a frequency determined to be appropriate during the site plan review process and with consideration to rainfall events. In addition, any site where compliance is a concern, inspections will occur more frequently.

### **Inspection Procedure**

The City of Boca Raton requires all construction site operators on permitted projects to complete an NPDES approved checklist to ensure compliance to all rules and regulations regarding discharges into our MS4. City inspections are the responsibility of Engineering Inspectors and are conducted using the attached construction site inspection form. The intent of the inspection is to verify that BMPs are being performed and to document the inspections. All completed inspection forms are kept by the Records Manager.

### **Enforcement**

Instances of non-compliance will be handled with successively more rigorous enforcement measures.

1. Notice of Violation
2. Stop work order
3. Fines

The construction site inspector will issue notices of violation or stop work orders as deemed necessary. Fines will be issued by Code Enforcement if necessary.



## Construction Site Inspection Form

Date of Inspection: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Site: \_\_\_\_\_

Address: \_\_\_\_\_

Lat/Long of discharge point: \_\_\_\_\_ Receiving water body: \_\_\_\_\_

Project owner: ☐ Private ☐ City of Boca Raton

**YES NO N/A**

- |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Erosion & Sedimentation Controls are installed as shown on plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Erosion is being controlled on site.                             |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sedimentation is being contained on site.                        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No indication of sedimentation leaving the site.                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | SWPP & completed inspection forms are on site & available.       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Prior non-compliance issues have been addressed.                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All other sources of pollution are being controlled.             |

**Comments:**

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## **City of Boca Raton Stormwater Personnel Training Program**

### **Identifying & Reporting Illicit Discharges/Dumping and Spill Prevention & Response Training**

Over the past several years the City has purchased a collection of training videos and handouts covering numerous stormwater pollution related topics, including but not limited to, Identifying & Reporting Illicit Discharges/Dumping and Spill Prevention Control and Countermeasure (SPCC).

The Municipal Services, Street Superintendent, is responsible for conducting training videos to new employees on an annual bases and follow/refresher training is conducted every three years for existing employees.

### **FDEP Sedimentation & Erosion Control Training**

The FDEP-approved course is sponsored by the Palm Beach County co-permittees each year, typically in May. These courses are free, open to anyone, and are advertised on the co-permittees' website, through FDEP, at meetings, and through emails. No refresher training is required for the certifications.

There are currently seven FDEP certified inspectors with the City's Stormwater Utility Division.

### **Documentation:**

Attendance records for in-house training are maintained by the Streets Superintendent.



**City of Boca Raton**  
**Municipal Code Sections**  
  
**related to**  
  
**Stormwater**

Boca Raton, Florida, Code of Ordinances >> PART II - CODE OF ORDINANCES >> **Chapter 17 - UTILITIES >> ARTICLE VIII. - STORMWATER MANAGEMENT >>**

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**ARTICLE VIII. - STORMWATER MANAGEMENT** <sup>[87]</sup>

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Sec. 17-225. - Purpose.

Sec. 17-226. - Definitions.

Sec. 17-227. - Utility established.

Sec. 17-228. - Customer base.

Sec. 17-229. - Utility fee categories.

Sec. 17-230. - Fee schedule.

Sec. 17-231. - Exemptions.

Sec. 17-232. - Enterprise fund.

Sec. 17-233. - Request for adjustment.

Sec. 17-234. - Appeal process.

Sec. 17-235. - Enforcement and penalties.

Secs. 17-236—17-250. - Reserved.

**Sec. 17-225. - Purpose.**

It is the purpose and intent of the city to establish stormwater management services as a utility function pursuant to F.S. § 403.0893 and to establish utility fees for stormwater management services to be levied against all developed property in the city.

*(Ord. No. 4121, § 2, 10-26-93)*

**Sec. 17-226. - Definitions.**

- (1) "City" shall mean city government, including staff and elected officials.
- (2) "Equivalent residential unit (ERU):" The representative average impervious area of single family residential property located in the city. The value of one ERU is hereby determined to be 2,837 square feet.
- (3) "Impervious area:" Any part of any parcel of land that has been modified by the action of persons to reduce the land's natural ability to absorb and hold rainfall. This includes areas that have been cleared, graded, paved, graveled or compacted, or covered with structures. Excluded are all lawns, landscape areas, and gardens or farming areas.
- (4) "Manager:" The city manager or designee.
- (5) "Multifamily property:" All residential development not classified as single-family residential.
- (6) "Nonresidential property:" All property not zoned or used as single- or multifamily residential property as defined in this article.
- (7) "Single-family property:" All single-family detached residential dwelling structures. All other residential development shall be classified as multifamily.
- (8) "Stormwater:" That part of precipitation that travels over natural, altered, or improved surfaces to the nearest stream or channel or impoundment and may appear in surface waters.

- (9) "Stormwater management plan:" An approved plan for receiving, handling, and transporting storm and surface waters within the city stormwater management system.
- (10) "Stormwater management systems:" All natural and manmade elements used to convey stormwater from the first point of impact with the surface of the earth to a suitable outlet location internal or external to the boundaries of the city. The stormwater management system includes all pipes, channels, streams, ditches, wetlands, sinkholes, detention/retention basins, ponds, and other stormwater conveyance and treatment facilities, whether public or private.
- (11) "SMU director:" City manager designee responsible for implementing the SMU function.

(Ord. No. 4121, § 2, 10-26-93)

### **Sec. 17-227. - Utility established.**

There is hereby created and established a stormwater management utility (SMU) program, which shall provide the operational means of implementing and carrying out the functional requirements of the stormwater management system. The SMU program shall be part of the overall utility systems of the city.

(Ord. No. 4121, § 2, 10-26-93)

### **Sec. 17-228. - Customer base.**

All real property within the jurisdictional boundaries of the city shall be subject to SMU fees unless specifically exempted. The fees shall apply to all tax-exempt properties, including properties of federal, state, city and county agencies and nonprofit organizations.

(Ord. No. 4121, § 2, 10-26-93)

### **Sec. 17-229. - Utility fee categories.**

- (1) Single-family property: Each single-family property shall be considered one ERU for billing purposes.
- (2) Multifamily: Each multifamily unit shall be considered as 0.6 ERU for billing purposes.
- (3) Nonresidential property: The monthly utility fee for all nonresidential properties shall be billed and calculated in accordance with the following formula:

Impervious Area (sq. ft.)/2,837 = Number of ERUs

Monthly Fee = (Number of ERUs)×(Rate per ERU)

A minimum value of one (1.0) ERU shall be assigned to each nonresidential property.

(Ord. No. 4121, § 2, 10-26-93)

### **Sec. 17-230. - Fee schedule.**

- (1) ERU Rate: The ERU fees for the stormwater utility established in this section shall be set forth in the municipal facilities and services user fee schedule which fees shall be increased annually pursuant to [section 17-230\(2\)](#). ERU fees shall be billed and collected as a separate line item on utility account bills. Separate accounts for stormwater services only may be established if other utilities are not furnished to property.
- (2) As of October 1, 2009, and each October 1 thereafter, the fee established in this section shall be increased automatically, by the percentage increase, if any, of the Consumer Price Index ("CPI"). This percentage increase shall be determined by subtracting the CPI for June



of the prior year from the CPI for June of the current year, and dividing this difference by the CPI for June of the prior year. The CPI shall be the Department of Labor Consumer Price Index for All Urban Consumers (CPI U); region Miami/Ft. Lauderdale.

*(Ord. No. 4121, § 2, 10-26-93; Ord. No. 5103, § 1, 9-22-09)*

### **Sec. 17-231. - Exemptions.**

The following real property located in the city shall be exempt from the imposition of SMU fees:

- (1) Undeveloped property.
- (2) Paved improved public or private right-of-way.

*(Ord. No. 4121, § 2, 10-26-93)*

### **Sec. 17-232. - Enterprise fund.**

An SMU Enterprise Fund account, into which all revenues from SMU utility fees, connection charges, grants, or other funding sources, shall be deposited and from which all expenditures related to the SMU shall be paid, is hereby established. Accounting and reporting procedures shall be consistent with state law. Expenditures from the fund for activities that are not related to the city SMU shall not be permitted, except for a prorated charge for general government services as is in effect for other city utility operations.

*(Ord. No. 4121, § 2, 10-26-93)*

### **Sec. 17-233. - Request for adjustment.**

All requests for adjustment of the stormwater utility fee shall be submitted to the SMU director and shall be reviewed as follows:

- (1) All requests shall be in writing and set forth in detail the grounds upon which an adjustment is sought.
- (2) Adjustment requests made during the first calendar year that the fee is imposed shall be reviewed by the manager within a one year period from the date of submission. Adjustments resulting from such requests shall be retroactive to the effective date of this ordinance.
- (3) All adjustment requests received after the first calendar year that the fee is imposed shall be reviewed by the manager within a 4-month period from the date of submission. Adjustments resulting from such requests shall be retroactive to the date of submission of the adjustment request.
- (4) The customer or property-owner requesting the adjustment may be required, at his own cost, to provide supplemental information to the SMU director including survey data and engineering reports prepared by either a registered professional land surveyor or professional engineer. Failure to provide such information may result in denial of the adjustment request.
- (5) The SMU director shall provide the person requesting the adjustment with a written determination of the request within the time provided herein. Any adjustments shall be prorated monthly.

*(Ord. No. 4121, § 2, 10-26-93)*

**Sec. 17-234. - Appeal process.**

Any customer or property owner who disputes the result of a request made to the SMU director for adjustment may petition in writing to the manager for a review of said charges. The decision of the manager shall be final.

*(Ord. No. 4121, § 2, 10-26-93)*

**Sec. 17-235. - Enforcement and penalties.**

Bills shall be payable at the same time and in the same manner and subject to the same penalties as set forth in [section 17-46](#) for other city utilities services. Nonpayment of any portion of the stormwater utility fee shall be considered as nonpayment of all other city utilities appearing on the bill and may result in the city's termination of all services appearing on the bill.

Pursuant to state law, the city shall have a lien for delinquent or unpaid stormwater management services charges, which lien shall be prior to all other liens on such property except for tax liens. Enforcement and foreclosure of said liens shall be as provided by law. Interest on the unpaid balance shall be the highest rate as authorized by state law.

*(Ord. No. 4121, § 2, 10-26-93)*

**Secs. 17-236—17-250. - Reserved.**

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**FOOTNOTE(S):**

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<sup>(87)</sup> **Cross reference**— *Stormwater discharge regulations, § 17-251 et seq.* [\(Back\)](#)

Boca Raton, Florida, Code of Ordinances >> PART II - CODE OF ORDINANCES >> **Chapter 17 - UTILITIES >> ARTICLE IX. - STORMWATER DISCHARGE REGULATIONS >>**

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**ARTICLE IX. - STORMWATER DISCHARGE REGULATIONS** [88]

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Sec. 17-251. - Title.

Sec. 17-252. - Purpose and intent.

Sec. 17-253. - Definitions.

Sec. 17-254. - Industrial activity.

Sec. 17-255. - Illicit discharges.

Sec. 17-256. - Spills and dumping.

Sec. 17-257. - Enforcement.

Sec. 17-258. - Inspections and monitoring.

**Sec. 17-251. - Title.**

This article shall be known as the "City of Boca Raton Initial Stormwater Control Ordinance" and may be so cited.

*(Ord. No. 4118, § 1, 10-26-93)*

**Sec. 17-252. - Purpose and intent.**

The purpose of this article is to promote the health, safety and general welfare of the inhabitants of the City of Boca Raton. This article is intended to comply with federal and state law, and regulations regarding water quality.

*(Ord. No. 4118, § 1, 10-26-93)*

**Sec. 17-253. - Definitions.**

- (1) "Authorized official" shall mean any employee or agent of the city authorized, in writing, by the city manager, or his/her designee, to administer or enforce the provisions of this article.
- (2) "Discharge" shall mean any direct or indirect entry of any solid, liquid or gaseous matter.
- (3) "Person" shall mean any natural individual, corporation, partnership, institution or other entity.
- (4) "Site of industrial activity" shall mean any area or facility used for manufacturing, processing or raw materials storage, as defined under 40 CFR Section 122.26(a)(14) of regulations of the U.S. Environmental Protection Agency, as amended.
- (5) "Stormwater" shall mean any stormwater runoff, and surface runoff and drainage.
- (6) "Stormwater system" shall mean the system of conveyances used for collecting, storing and transporting stormwater owned by the city, but not including any facilities intended to be used in accordance with applicable law for collecting and transporting sanitary or other wastewater.

*(Ord. No. 4118, § 1, 10-26-93)*

**Sec. 17-254. - Industrial activity.**

The following regulations shall pertain to industrial activity within the city:

- (1) General prohibitions. Any discharge into the stormwater system in violation of any federal, state, county, municipal or other law, rule, regulation or permit is prohibited.
- (2) Specific prohibitions. By the adoption of industrial activity stormwater regulations or by the issuance of industrial activity stormwater permits, or both, the city manager, or his/her designee, may impose reasonable limitation as to the quality of stormwater, including, without limitation, the designation of maximum levels of pollutants, discharged into the stormwater system from sites of industrial activity. Any promulgation of such regulations and the issuance of permits by the city manager, or his/her designee, shall be in accordance with applicable law.
- (3) Administrative orders. The city manager, or his/her designee, may issue an order to any person to immediately cease any discharge determined by the city manager, or his/her designee, to be in violation of any provision of this article, or in violation of any regulation or permit issued hereunder.
- (4) NPDES permits. Any person who holds a National Pollutant Discharge Elimination System (NPDES) permit shall provide a copy of such permit to the city manager, or his/her designee, no later than the later of 60 calendar days after the effective date of this article or 60 days after issuance.

*(Ord. No. 4118, § 1, 10-26-93)*

**Sec. 17-255. - Illicit discharges.**

The following regulations shall pertain to illicit discharges into the stormwater system within the city:

- (1) General prohibitions. Except as set forth in paragraph (3) hereunder, or as in accordance with a valid NPDES permit, any discharge to the stormwater system that is not composed entirely of stormwater is prohibited.
- (2) Specific prohibitions. Any discharge to the stormwater system containing any sewage, industrial waste or other waste materials, or containing any materials in violation of federal, state, county, municipal or other laws, rules, regulations, order or permits is prohibited.
- (3) Authorized exceptions. Unless the city manager, or his/her designee, determined that it is not properly managed or otherwise is not acceptable, the following discharges are exempt from the general prohibition set forth in subsection (1) of this section: Flows from fire fighting; water line flushing and other contributions from potable water sources; landscape irrigation and lawn watering; irrigation water, diverted stream flows; rising groundwater; direct infiltration to the stormwater system; uncontaminated pumped groundwater; foundation and footing drains; water from crawl space pumps; air conditioning condensation; springs; individual residential car washing; flows from riparian habitats and wetlands; and dechlorinated swimming pool contributions.
- (4) Illicit connections. No person may maintain, use or establish any direct or indirect connection to the stormwater system that results in any discharge in violation of this article. This prohibition is retroactive and applies to connections made in the past, regardless of whether made under a permit or other authorization, or whether permissible under laws or practices applicable or prevailing at the time the connection was made.

- (5) Administrative orders. The city manager, or his/her designee, may issue an order to any person to immediately cease any discharge or any connection to the stormwater system determined by the city manager, or his/her designee, to be in violation of any provision of this article, or in violation of any regulation or permit issued hereunder.

(Ord. No. 4118, § 1, 10-26-93)

### **Sec. 17-256. - Spills and dumping.**

The following regulations shall pertain to spills and dumping into the stormwater system within the city:

- (1) General prohibitions. Except as set forth under subsection (3) of [section 17-255](#) of this article or as in accordance with a valid NPDES permit, any discharge to the stormwater system that is not composed entirely of stormwater is prohibited.
- (2) Specific prohibitions. Any discharge into the stormwater system containing any sewage, industrial waste or other waste materials, or containing any materials in violation of federal, state, county, municipal or other laws, rules, regulations, order or permits is prohibited.
- (3) Notification of spills. As soon as any person has knowledge of any discharge to the stormwater system in violation of this article, such person shall immediately notify the city manager, or his/her designee, and if such person is directly or indirectly responsible for such discharge, then such person shall also take immediate action to ensure the containment and clean up of such discharge, and shall confirm such telephone notification in writing to the city manager, or his/her designee, within 3 calendar days.
- (4) Administrative orders. The city manager, or his/her designee, may issue an order to any person to immediately cease any discharge or connection to the stormwater system determined to be in violation of any provision of this article, or in violation of any regulation or permit issued hereunder.

(Ord. No. 4118, § 1, 10-26-93)

### **Sec. 17-257. - Enforcement.**

The following regulations shall pertain to enforcement of discharges into the stormwater system within the city:

- (1) Injunctive relief. Any violation of any provision of this article, or of any regulation or order issued hereunder, shall be subject to injunctive relief if necessary to protect the public health, safety or general welfare.
- (2) Continuing violation. A person shall be deemed guilty of a separate violation for each and every day during any continuing violation of any provision of this article, or of any regulation or permit issued hereunder.
- (3) Enforcement actions. The city manager, or his/her designee, may take all actions necessary, including the issuance of notices of violation, the filing of court actions and/or referral of the matter to require and enforce compliance with the provisions of this article, and with any regulation or permit issued hereunder.

(Ord. No. 4118, § 1, 10-26-93)

### **Sec. 17-258. - Inspections and monitoring.**

The following regulations shall pertain to inspections and monitoring of discharges into the stormwater system within the city:

- (1) Authority for inspections. Whenever it is necessary to make an inspection to enforce any of the provisions of this article, or regulation or permit issued hereunder, or whenever an authorized official has reasonable cause to believe there exists any condition constituting a violation of any of the provisions of this article, or regulation or permit issued hereunder, any authorized official may enter any property, building or facility at any reasonable time to inspect same, or to perform any duty related to enforcement of the provisions of this article, or any regulation or permit issued hereunder, provided that:
  - (a) If such property, building or facility is occupied, such authorized official shall first present proper credentials and request permission to enter; and
  - (b) If such property, building or facility is unoccupied, such authorized official shall make a reasonable effort to locate the owner or other person having charge or control of the property, building or facility, and shall request permission to enter.

Any request for permission to enter made hereunder shall state that the owner or person in control has the right to refuse entry, and that in such event that entry is refused, the authorized official may enter to make an inspection only upon the issuance of a search warrant by a duly authorized magistrate. If the owner or person in control refuses permission to enter after such a request has been made, the authorized official is hereby authorized to seek assistance from any court of competent jurisdiction in obtaining entry. Routine or area-wide inspections shall be based upon such reasonable selection processes as may be necessary to carry out the purpose of this article, including, but not limited to, random sampling and sampling in areas with evidence of stormwater contamination, non-stormwater discharges or similar factors.

- (2) Authority for monitoring and sampling. Any authorized official may establish on any property such devices as are necessary to conduct sampling or metering of discharges to the stormwater system. During any inspections made to enforce the provisions of this ordinance, or any regulation or permit issued hereunder, any authorized official may take any samples deemed necessary.
- (3) Requirement for monitoring. The city manager, or his/her designee, may require any person engaging in any activity or owning any property, building or facility, including, but not limited to, a site of industrial activity, to undertake such reasonable monitoring of any discharge(s) to the stormwater system and to furnish periodic reports.

(Ord. No. 4118, § 1, 10-26-93)

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#### FOOTNOTE(S):

<sup>(88)</sup> **Editor's note**—Ord. No. 4118, § 1, adopted Oct. 26, 1993, amended the Code by the addition of a new article which provisions have been included herein at the discretion of the editor as Art. IX, §§ 17-251—17-258. ([Back](#))

<sup>(88)</sup> **Cross reference**— Stormwater management, § 17-225. ([Back](#))

**Boca Raton, Florida, Code of Ordinances >> - VOLUME II >> Chapter 19 - BUILDINGS AND BUILDING REGULATIONS >> ARTICLE II. - ADMINISTRATION >> DIVISION 3. - PERMITS >>**

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**DIVISION 3. - PERMITS** [1931](#)

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[Sec. 19-99. - Work started without permit.](#)

[Sec. 19-100. - Building permit valuation; fee computation.](#)

[Secs. 19-101—19-125. - Reserved.](#)

**Sec. 19-91. - When required.**

In addition to the requirements of the state building code, § 105, permits shall be required for the following activities:

- (1) Erect or replace signs or sign structures.
- (2) Install or replace masts, towers, television or radio receiving or transmitting antenna satellite dishes extending more than 10 feet above the last anchorage, flagpoles, exterior lighting or similar items.
- (3) Construct, replace, resurface or restripe asphalt or concrete driveways, parking areas, hardstands or sidewalks.
- (4) Install or replace docking and mooring facilities for private or commercial watercraft, groins, seawalls, jetties, piling or similar structures, and facilities related thereto.
- (5) Paint a structure which requires community appearance board or community redevelopment agency approval, other than during original construction of the structure.

(Ord. No. 4623, § 1, 2, 12-11-01; Ord. No. 4929, § 11, 3-21-06)

**Sec. 19-92. - Application generally.**

- (1) An application for a permit under this division will be accepted from only those applicants who are certified as qualifying agents by the city, the county or the state for a properly registered or licensed firm, partnership, corporation or independent certified individual.
- (2) Owner/builder applications may be accepted for residential or commercial construction pursuant to F.S. § 489.103(7). No permit shall be required for repairs or improvements to a detached single-family residence which do not exceed \$1,000.00 in total cost, unless such repairs include direct electrical wiring or plumbing on the supply side of the backflow preventer, provided that all work on hot water heaters shall require a permit. No permits shall



be required for repairs to an existing permitted fence or wall at an existing detached single-family residence which do not exceed \$1,000.00 in total cost. For the purposes of the preceding sentence, work that includes a change of the building materials, width, height or location of a fence or wall shall not be considered a repair to the fence or wall regardless of the costs involved in such work, and such work shall require a permit. The denial of a request for issuance of a permit pursuant to this subsection may be appealed to the builders' board of adjustment and appeals.

- (3) In the event of a change in any material fact given in the attested application, which served as a basis for issuing the permit, the permit holder shall immediately file an amended attested application detailing such changed condition. If the change is in the permit holder, the owner shall immediately stop the work and notify the building official, in writing, of such change and shall cause a new attested application to be filed by a new qualified applicant prior to any resumption of work. If the changed conditions are determined to be in compliance with this chapter and other applicable codes and ordinances, and are no greater than those permitted under the original permit, an amended permit will be issued subject only to such fees and charges as may be applicable to amending a permit or transfer of a permit to a new permit holder.
- (4) Separate applications are required for:
  - (a) Each separate, independent building or structure, regardless of the number of buildings in the project.
  - (b) Each accessory or common use facility, separate from the main use building, sidewalks and driveways.
  - (c) 2 or more interdependent main buildings and their common use facilities, which are to be constructed in 1 continuous operation.
- (5) All general contractors and owner/builders may submit subcontractor permit applications for all subcontract work for which a permit is required at the time that they submit the building permit application. However, permits for other than new commercial and new residential construction projects will not be issued until all subcontractor permits have been approved for issue with the main permit for the project. For single-family additions and alterations, all subcontractor permits except for roofing must be obtained prior to approval of the main permit.

(Ord. No. 4623, §§ 1, 2, 12-11-01; Ord. No. 4647, § 1, 4-23-02; Ord. No. 4793, § 1, 8-10-04; Ord. No. 4929, § 12, 3-21-06)

### **Sec. 19-93. - Multiple building project permit.**

- (1) For a development project, other than one subject to special approval requirements established or authorized elsewhere in this Code or by law, consisting of 2 or more main use buildings which will not be constructed simultaneously, may require a multiple building project permit at the discretion of the building official.
- (2) An application for multiple building project approval shall be filed with the building official, and shall be accompanied and supported by:
  - (a) Two copies of the site plan, plot plan, off-street parking plan, drainage plan and landscaping plan for the entire project. All plans shall be drawn to scale and, where required by this chapter or other applicable codes and ordinances, they shall be prepared, sealed and signed by a registered architect or engineer.
  - (b) Survey data as required by [section 19-95](#)
  - (c) Unity of title declaration where such is required by [section 19-95](#)



- (d) A construction schedule for the entire project, showing the planned sequence of construction of the main use buildings and the accessory or common use facilities related thereto.
- (3) Application for individual building permits:
  - (a) An application for a permit for the first main use building to be constructed pursuant to the application for multiple building project approval, and any accessory or common use facilities to be constructed simultaneously therewith, shall be filed simultaneously with the application for the multiple building project approval. Each application shall be accompanied by 2 complete sets of working drawings. The building official may require that additional complete sets of working drawings be submitted where unique circumstances create special plan review requirements.
  - (b) Application shall be made for permits for other main use buildings, and any accessory or common use facilities related thereto, until the project, as authorized by the approved multiple building project and any changes or revisions subsequently approved, has been completed.
- (4) Conditions and limitations:
  - (a) All multiple building project approvals will automatically expire and become null and void 5 years from the date of approval if actual construction has not been completed and final certificates of occupancy issued prior to the expiration of the 5-year time period. Nothing herein shall be construed to supersede an approved development order.
  - (b) In addition to provisions contained in the preceding paragraph, the multiple building project approval is subject to the provisions relating to expiration contained in [section 19-97\(6\)](#).
  - (c) Individual permits issued for either main use buildings or accessory and common use facilities for which application is made at the time of a multiple building project approval is applied for are subject to the provisions of [section 19-97](#).
  - (d) Individual permits issued for either main use buildings or accessory and common use facilities for which application is made at a subsequent date after a multiple building project approval has been granted shall be issued only after compliance with all provisions of the building codes in effect at the date of the subsequent application. The land development regulations, including the provisions of the zoning code, in effect at the time of the approval of the multiple building project shall remain in effect for the full 5-year life of the project.

(Ord. No. 4623, §§ 1, 2, 12-11-01)

## **Sec. 19-94. - Drawings, specifications and supporting data.**

- (1) For new buildings and additions, modifications and alterations to existing buildings that increase the cubic content, each set of drawings shall consist of a site plan, plot plan, vacant lot survey prepared by a state-registered land surveyor or engineer, off-street parking plan, on-site drainage plan prepared by a state-registered engineer or architect, landscaping plan, architectural, structural, electrical and plumbing drawings, mechanical drawings where heating, air conditioning and ventilation systems are to be installed or modified, fire prevention and protection systems drawings where such systems are to be installed or modified, and such other drawings, specifications and supporting data as may be required.
- (2) The building official may require details, computations, stress diagrams and other necessary data to describe the construction and the basis of calculations.

- (3) All drawings, specifications and accompanying data shall bear the name and address of both the owner, or his agent, and his designer. For new buildings and/or structures and for additions, alterations, improvements, replacements or repairs to existing buildings and/or structures where the estimated construction cost is \$10,000.00 or more, the drawings, specifications and accompanying data shall be prepared and approved by, and each sheet shall bear the official impress seal and signature of, an architect or engineer legally registered under the laws of the state regulating the practice of architecture and engineering, except as indicated below:
  - (a) Landscape drawings not used for any other purpose such as site, drainage or plot plan, and providing such drawings are indicated clearly as "LANDSCAPE ONLY" will not be required to be sealed by a registered architect or engineer.
  - (b) Truss plans that are engineered and prepared by a professional engineer registered in the state will be acceptable with the engineer's stamped seal.
  - (c) The building official may require that the drawings, specifications and accompanying data be prepared by and bear the impress seal and signature of a state-registered architect or engineer when any work involves structural design, unusual or unstable soil conditions or work that is predominantly architectural in nature.
- (4) Where drawings, specifications and accompanying data require approval of the hotel and restaurant commission or the county health department, such approval shall be obtained on both sets of such plans prior to filing application for a building permit with the building official.

(Ord. No. 4623, §§ 1, 2, 12-11-01)

### **Sec. 19-95. - Plot diagram and other documents.**

- (1) Survey data. Each application for permit for new buildings or structures, and for additions to existing buildings or structures, shall be accompanied by 2 copies of a certified scale drawing prepared by a state-registered land surveyor on which shall be clearly indicated the property corner stakes, property line dimension, existing and proposed buildings or structures and their locations, critical elevations, yard and building setback requirements, existing rights-of-way, sidewalks, easements and other pertinent survey data, as may be required. The building official may waive the requirements for such survey data when previous survey data are available, no changes have been made since the survey was last completed or the work is minor and/or clearly within code and zoning requirements.
- (2) Unity of title.
  - (a) Wherever it is necessary that 2 or more recorded lots, plots, parcels or portions thereof be combined, added or joined, in whole or in part, to any other recorded lot, plot, parcel or acreage to meet minimum plot area and/or plot dimensions required by applicable code requirements, the application for building permit shall be accompanied by official evidence of filing a unity of title declaration, as herein described, with the clerk of the circuit court of the county. The filing of a copy of the recorded unity of title declaration is a prerequisite to final approval of the application and issuance of a building permit.
  - (b) All lots, plots, parcels or similar legally described and recorded acreages, or portions thereof to be combined, joined or added to, in whole or in part, under a unity of title declaration shall be adjacent and shall not be physically separated by a dedicated public right-of-way.
  - (c) The unity of title declaration shall state unequivocally that the combining of separated recorded lots, plots, parcels, acreage or portions thereof shall be regarded as unified under 1 title as indivisible building site, for the purpose of compliance with the

provisions of this Code; that the property shall be henceforth considered as 1 plot or parcel of land, and that no portion thereof shall be sold, conveyed or devised separately if the result of such sale, conveyance or devise will cause the building site to become nonconforming or noncompliant with any provision of this Code. The parties to the declaration shall further agree that the declaration of unity of title shall constitute a covenant to run with the land, as provided by law, and shall be binding upon the signatories thereto, their heirs, successors and assigns, and all parties claiming under them until such time as the declaration may be released, in writing, by a properly authorized representative of the city.

- (d) The city manager is authorized on behalf of the city to release a unity of title declaration. Such release shall be granted only when it is determined by the city manager that such declaration is no longer necessary or required. The city manager is further authorized on behalf of the city to approve changes or amendments to an existing unity of title declaration when necessary to correct errors, mistakes or changes in circumstances.
- (3) Foundation/stemwall survey. Prior to the slab inspection, the permit holder shall file with the building official a certified scale drawing prepared, sealed and signed by a land surveyor registered in the state, showing all property lines; the setback distances from each property line to the foundation, stemwalls or sills of the structure under construction; location of any recorded easements within the property lines and the actual elevation of the foundation, stemwalls or sills, and the final elevation of the ground floor for comparison with the required minimum ground floor elevation as shown on the approved drawings. The foundation/stemwall survey must be approved by the city and the permit holder so notified prior to proceeding with the work. Any deviations from or violations of this chapter or other applicable codes and ordinances shall be corrected by the permit holder before construction may proceed.

*(Ord. No. 4623, §§ 1, 2, 12-11-01)*

### **Sec. 19-96. - Abandonment, expiration of application.**

An application for a permit under this division for any proposed work shall be deemed abandoned 30 days after the date the building official notifies the applicant of any deficiencies contained in the application. The building official may, upon written request and justification by the applicant, grant not more than one 30-day extension. At the expiration of the 30-day period, or any extension thereof, the application shall automatically expire and become null and void. Permit fees and charges paid at the time of application, except multiple building project review and plan check fees, shall be refunded.

*(Ord. No. 4623, §§ 1, 2, 12-11-01)*

### **Sec. 19-97. - Conditions of permit.**

- (1) Generally.
  - (a) Upon approval of the application for permit and the accompanying drawings, specification and related data, and upon payment by the applicant of all required permit fees and other charges, the building official shall issue a permit for the work described in the application. The permit shall be considered issued on the date the permit is approved and the applicant is notified that the permit has been issued.
- (2) Compliance.
  - (a)

Compliance with the provisions of this chapter and other codes and ordinances applicable to the permit is the responsibility of the owner and the permit holder.

- (3) Correction of plans. If at any time from the date of issuance of the permit to date of issuance of a certificate of occupancy or completion the building official determines that approved plans are, in whole or in part, in violation of this chapter or other applicable codes and ordinances, he shall notify the permit holder, who shall require the designer to correct the drawings or otherwise satisfy the building official that the design and working drawings are in compliance with the applicable codes and ordinances.
- (4) Revision of plans. If the owner, permit holder, designer or an authorized representative determines during the construction phase that changes or revisions to the approved plans, specifications or accompanying data are required for any reason, the responsible individual or an authorized representative thereof shall cause such changes or revisions to be prepared by the designer and shall submit them to the building official for review prior to incorporating such changes or revisions into the building or structure.
- (5) Permit expiration. A permit shall expire and become null and void under the conditions and within the time limits established below. These provisions shall not be applicable in case of civil disorder, strike or natural disaster, or when construction activities are halted due directly to judicial injunction, order or similar process issued without acquiescence of a permit holder. The fact that the parties or property may be involved in litigation shall not constitute justification for failure to commence work on the project or discontinue work prior to project completion.
  - (a) If work authorized by the permit is not commenced within 180 days from date of the permit: Work shall be considered to have commenced when a full complement of workers and equipment is mobilized at the project site and is actively engaged in incorporating materials and equipment into the building or structure each normal working day, weather permitting.
  - (b) If work authorized by the permit is commenced but is suspended prior to project completion for a period of 180 days, final inspection by the building official and issuance of a certificate of occupancy: Work shall be considered to have been suspended when the minimum essential complement of workers and equipment required to maintain reasonable construction progress are not physically present at the project site each normal working day, weather permitting. The building official will determine if reasonable construction progress has occurred. This determination may be appealed to the city manager, whose determination shall be final. If it is determined that reasonable construction progress has not occurred, the permit shall be deemed to have expired on the date of the last inspection made by the building official or a member of his staff.
  - (c) Notwithstanding any other provisions of this chapter, the building permit for a single-family residence and accessory use thereto shall expire and become null and void at the end of 18 months from the date of issuance; building permits for all other construction shall expire and become null and void at the end of 3 years from date of issuance. If the contractor fails to complete the buildings within these specified time limits the provisions for abatement included in [section 19-276](#) et seq. shall apply.
- (6) Multiple building projects. Where a multiple building project has been approved under the provisions of this chapter, such project approval shall expire and become invalid if the permit or permits for main use buildings expire, are revoked or cancelled, and an application for renewal of the original permit is not filed by a qualified applicant within 180 days from the date of expiration, revocation or cancellation.
- (7)

Relief of hardship. When conditions and circumstances exist regarding the work authorized by a building permit so that strict compliance with the provisions of this chapter causes severe hardship to the permit holder in the observance thereof, the building official may, upon written application made by the permit holder and upon a showing and determination of sufficient cause therefor, grant 1 extension only of the time limitations herein provided for, not to exceed 180 days. The extension charges, as required by this chapter, shall be paid at the time application is made for any time extension. The city manager may, upon receipt of written request from the permit holder and under the same conditions as stated above in this subsection, issue 1 additional extension not to exceed 180 days. The city council may, upon receipt of written request from the permit holder and under the same conditions as stated above in this subsection, issue 1 additional extension not to exceed 24 months. An application for an extension must be filed prior to the expiration of the underlying building permit. The city council may, in granting such extension, impose such conditions which are necessary and appropriate to ensure that the project is maintained in a secure and safe manner during the pendency of the permit. An extension may only be granted after a public hearing of the city council after notice to the owners of the property which is the subject of the extension and to all owners of property within 500 feet in all directions from the boundaries of the subject property. The notice shall be deposited in the mail not less than 10 days prior to the date of the public hearing. In addition, a notice of the date, time and place of the public hearing shall be published in a newspaper of general circulation in the city at least 10 days prior to the public hearing.

- (8) Charges; extension of permit expiration date. If the schedule of fees, rates or charges imposed by the city for building permits, inspection fees, water and sewer utility hookup charges, or any other fees, rates or charges applicable to the work encompassed by the building permit for which extension of the expiration date is requested are increased during the period the original permit is in effect, or any previous extension of the expiration date, the permit holder shall pay any such additional amounts as a condition and prerequisite to granting such extension.
- (9) Renewal of expired permit. When an original building permit has become invalid, it may be renewed by the building official 1 time only, under the following conditions:
  - (a) An application for renewal is filed with the building official by a qualified applicant within 90 days after the expiration date of the original permit.
  - (b) Any changes or amendments to existing codes and ordinances, and the provisions of any new codes or ordinances applicable to the permit which became effective after the date of issue of the original building permit are incorporated into the drawings, specifications and accompanying data for the work authorized under the original building permit.
  - (c) The renewal fees and other charges required by this chapter or other applicable codes and ordinances are paid by the applicant at the time the application for renewal is filed with the building official.
- (10) Transfer of permit to new permit holder. If at any time during the period a permit is in effect it becomes necessary to transfer the permit from 1 permit holder to another, the then holder of the permit or the owner shall so notify the building official, in writing, giving the permit number assigned to the job, the full name, business address and, if other than an individual, the business name and the name of the authorized qualifying agent, and the effective date of the transfer. The new permit holder shall present his credentials to the building official, in person, prior to the effective date of the transfer.

(Ord. No. 4623, §§ 1, 2, 12-11-01; Ord. No. 4793, § 2, 8-10-04)

**Sec. 19-98. - Method of payment of fees.**

- (1) All permit fees under this division shall be paid by cash, check, credit card or money order, at the office of the building official. Plan check fees and impact fees shall be paid at the time of the initial submittal of any application for a building permit. Plan check fees shall be nonrefundable. All other permit fees shall become due at the time of approval of the permit by the building official. No permit shall be valid or issued until such time as all assessed fees have been paid in full and a valid receipt for same has been issued by the finance department. In the event assessed fees, including, but not limited to, permit fees, utility fees, special assessments, mitigation fees, or any similar assessed fees are not received by the city within 30 days from the date of approval of a permit, then the permit shall not issue and the corresponding application for permit shall be deemed denied. The building official may extend this time period for an additional 30 days upon a showing, in writing, by the applicant of just cause for so doing.
- (2) A permit shall become immediately null and void upon a determination by the finance department that any check, credit card or money order submitted to the city in payment of any fee has been returned to the city due to insufficient funds or any other cause equivalent to non-payment of a fee. If the work has not commenced, the building official may reinstate the permit upon certification from the finance department that all outstanding fees have been paid by cash or certified check. Where the work has commenced, the fee shall be tripled pursuant to [section 19-99](#)
- (3) Fees for reinspection shall be paid by cash, check, credit card or money order, at the office of the building official before the reinspection is scheduled. If fees have not been paid and work corrected within 5 days, no further inspections will be made or permits issued, and a stop-work order shall be placed on the project.

(Ord. No. 4623, §§ 1, 2, 12-11-01; Ord. No. 4929, § 13, 3-21-06)

**Sec. 19-99. - Work started without permit.**

Where work for which a permit is required by this chapter is started prior to issuance of a permit, the fees herein specified shall be tripled. The payment of such fee shall not relieve any person from fully complying with the requirements of this chapter in the execution of the work, nor from any other penalties prescribed herein.

(Ord. No. 4623, §§ 1, 2, 12-11-01)

**Sec. 19-100. - Building permit valuation; fee computation.**

- (1) If in the opinion of the building official the valuation of a building, alteration or structure appears to be underestimated on the application, the permit shall be denied unless the applicant can show detailed estimated cost to meet the approval of the building official. Where a development application consists of one or more separate permit applications, the building official shall designate one of the constituent permits as the "principal" permit. Permit valuations for principal permits shall include the total cost of all work to be performed; additionally, fees for plumbing, electrical, mechanical, and other sub-trade permits shall be assessed separately pursuant to the city municipal facilities and services user fee schedule. For the purpose of permit valuations, the building official shall use the estimated construction cost values as published in the most current edition of RS means construction cost data.
- (2) For construction work to be performed where there is not a specific fee set forth, the fees shall be computed the same as for additions, alterations and modification.



(Ord. No. 4623, §§ 1, 2, 12-11-01; Ord. No. 4929, § 14, 3-21-06)

## **Secs. 19-101—19-125. - Reserved.**

### *Editor's note—*

Ord. No. 4973, § 1, adopted February 27, 2007, amended the Code by repealing former § 19-101 in its entirety. Former § 19-101 pertained to an alternative permitting process, and derived from Ord. No. 4623, adopted December 11, 2001; and Ord. No. 4793, adopted August 10, 2004.

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### FOOTNOTE(S):

<sup>(93)</sup> **Cross reference—** *Applications for a permit to erect a building or structure or materially alter a front or side elevation of any existing building or structure excluding single-family dwellings are required to be submitted to the community appearance board, § 2-128; building permits shall not be issued for any subdivision wherein the final plat has not been approved and recorded, § 26-82; site plan approval for building permits in business, commercial, industrial and miscellaneous districts, § 28-51; building permits shall not be issued for the construction, alteration or use of any building or structure or land which is not in conformity with the provisions of the zoning chapter, § 28-76; a plot plan must accompany application for a building permit, § 28-77; certificate required before building or altering an historic site or district, § 28-237. [\(Back\)](#)*

**Boca Raton, Florida, Code of Ordinances >> - VOLUME II >> Chapter 21 - FLOOD DAMAGE PREVENTION AND PROTECTION >> ARTICLE III. - FLOOD DAMAGE PREVENTION AND FLOODPLAIN MANAGEMENT REGULATIONS >>**

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**ARTICLE III. - FLOOD DAMAGE PREVENTION AND FLOODPLAIN MANAGEMENT REGULATIONS**

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Sec. 21-56. - Flood hazard reduction in areas of special flood hazard.

Sec. 21-57. - Specific construction and improvements standards.

Sec. 21-58. - Areas of shallow flooding (AO zones).

Sec. 21-59. - Subdivision proposals.

Sec. 21-60. - Compliance.

Sec. 21-61. - Abrogation and greater restrictions.

Sec. 21-62. - Interpretation.

Sec. 21-63. - Warning and disclaimer of liability.

Sec. 21-64. - Penalties.

**Sec. 21-56. - Flood hazard reduction in areas of special flood hazard.**

In all areas of special flood hazard the following provisions are required:

- (a) All new construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure.
- (b) All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- (c) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.
- (d) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system.
- (e) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters.
- (f) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.
- (g) All new construction and substantial improvement shall have emergency generating and electrical equipment, utility connections, heating, ventilation, air conditioning and other service facilities located so as to afford protection from flooding.

*(Code 1966, § 7-150)*

**Sec. 21-57. - Specific construction and improvements standards.**

- (1) For all privately and publicly owned land located within an area of special flood hazard in the city, the following provisions are required:
  - (a) Residential construction. New construction or substantial improvement of any residential structure shall have the lowest floor, including basement, elevated to a



minimum of 6 inches above the base flood elevation as set forth on the flood insurance rate map or, in zones where base flood elevation is not set forth, not less than 18 inches above the crown of the adjacent street; however, in no event shall such floor elevation be less than 18 inches above the crown of the adjacent street. Attendant utilities and sanitary facilities shall be in accordance with [section 21-58\(a\)2](#).

(b) Nonresidential construction.

1. New construction or substantial improvement of any commercial, industrial or other nonresidential structure shall:
  - a. Have the lowest floor, including basement, elevated to the level of the base flood elevation; or
  - b. Together with attendant utility and sanitary facilities, be floodproofed so that below the base flood level the structure is watertight, with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
2. A state-registered professional engineer or architect shall certify that the standards of this subsection are satisfied. Such certification shall be provided to the chief code administrator.

(c) Elevated buildings. New construction or substantial improvements of elevated buildings that include fully enclosed areas formed by foundation and other exterior walls below the base flood elevation shall be designed to preclude finished living space and to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls. In addition:

1. Designs for complying with this requirement must either be certified by a professional engineer or architect or meet the following minimum criteria:
  - a. Provide a minimum of 2 openings having a total net area of not less than 1 square inch for every square foot of enclosed area subject to flooding.
  - b. The bottom of all openings shall be no higher than 1 foot above grade.
  - c. Openings may be equipped with screens, louvers, valves or other coverings or devices provided they permit the automatic flow of floodwaters in both directions.
2. Electrical, plumbing and other utility connections are prohibited below the base flood elevation.
3. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the living area (stairway or elevator).
4. The interior portion of such enclosed area shall not be partitioned or finished into separate rooms.

(d) Floodways. Located within the areas of special flood hazard established in [section 21-5](#) are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris and potential projectiles and has erosion potential, the following provisions shall apply:

1. Prohibit encroachments, including fill, new construction, substantial improvements and other developments unless certification (with supporting technical data) by a registered professional engineer is provided demonstrating

that encroachments shall not result in any increase in flood levels during occurrence of the base flood discharge.

2. If (d)1. above is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of [section 21-56](#)
3. Prohibit the placement of manufactured homes, except in an existing manufactured home park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring standards of (e)2. and the elevation standards of (e)3.a. below are met.

(e) Manufactured homes.

1. No manufactured home shall be placed in a floodway or coastal high-hazard area, except in an existing manufactured home park or existing manufactured home subdivision.
2. All manufactured homes shall be anchored to resist flotation, collapse or lateral movement by providing over-the-top and frame ties to ground anchors. Specific requirements shall be that:
  - a. Over-the-top ties shall be provided at each end of the manufactured home, with 1 additional tie per side at an intermediate location on manufactured homes of less than 50 feet, or 2 additional ties per side for manufactured homes of 50 feet or more;
  - b. Frame ties shall be provided at each corner of the home, with 4 additional ties per side at intermediate points for manufactured homes less than 50 feet long, or additional ties for manufactured homes of 50 feet or longer;
  - c. All components of the anchoring systems shall be capable of carrying a force of 4,800 pounds; and
  - d. Any additions to the manufactured home shall be similarly anchored.
3. For all new manufactured home parks and subdivisions, for expansions to existing manufactured home parks and subdivisions, for existing manufactured home parks and subdivisions where the repair, reconstruction or improvement of the streets, utilities and pads equals or exceeds 50 percent of value of the streets, utilities and pads before the repair, reconstruction or improvement has commenced, and for manufactured homes not placed in a manufactured home park or subdivision, specific requirements shall be that:
  - a. Strands or lots shall be elevated on compacted fill or on pilings so that the lowest floor of the manufactured home will be a minimum of 6 inches above the base flood level;
  - b. Adequate surface drainage and access for a hauler shall be provided; and
  - c. In the instance of elevation on pilings:
    - i. Lots shall be large enough to permit steps;
    - ii. Piling foundations shall be placed in stable soil no more than 10 feet apart; and
    - iii. Reinforcement shall be provided for pilings more than 6 feet above the ground level.

(f)

Coastal high-hazard areas (V zones). Located within the areas of special flood hazard established in the flood insurance study are areas designated as coastal high-hazard areas (V zones). These areas have special flood hazards associated with high-velocity waters from tidal surge and hurricane wave wash. The following additional provisions shall apply within coastal high-hazard areas:

1. All new construction of buildings or structures shall be located landward of the coastal construction setback line as presently established or as may be amended and in effect as of the date of building permit issuance.
  2. All buildings or structures shall be elevated so that the lowest horizontal supporting member, excluding pilings or columns, is located no lower than 6 inches above the base flood elevation level. All space below the lowest supporting member shall be open so as not to impede the flow of water, and shall not be used for human habitation.
  3. All buildings or structures shall be securely anchored on pilings or columns.
  4. Pilings or columns used as structural support shall be designed and anchored so as to withstand all applied loads of the base flood flow.
  5. There shall be no fill used as structural support.
  6. There shall be no alteration of sand dunes, mangrove stands or other vegetative cover which would increase potential flood damage.
  7. The placement of manufactured homes, except in an existing manufactured home park or existing manufactured home subdivision, shall be prohibited.
  8. Any alteration, repair, reconstruction or improvement to a structure for which a permit has not been issued prior to the effective date of this article shall not enclose the space below the lowest floor.
  9. Compliance with all provisions contained in (f)1. through 5. above shall be certified by a state-registered professional engineer or architect prior to issuance of a building permit for any construction within a coastal high-hazard area.
- (2) For all privately and publicly owned lands located within the city in an area with a flood zone designation of B, C, X or X500, the following provisions apply:
- (a) Residential development.
    1. New construction of any residential structure shall have the lowest floor, including basement, not less than 18 inches above the crown of the adjacent street.
    2. Where legal and non-conforming residential structures exist with the lowest floor constructed at fewer than 18 inches above the crown of the adjacent street as provided above, any new construction shall match the elevation of the existing lowest floor.
  - (b) Non-residential development.
    1. New construction of any non-residential structure shall have the lowest floor, including basement, not less than 6 inches above the crown of the adjacent street.
    2. Where legal and non-conforming non-residential structures exist with the lowest floor constructed at fewer than 6 inches above the crown of the adjacent street as provided above, any new construction shall match the elevation of the existing lowest floor.

### **Sec. 21-58. - Areas of shallow flooding (AO zones).**

Located within the areas of special flood hazard established in the flood insurance study are areas designated as areas of shallow flooding (AO zones). These areas have special flood hazards associated with base flood depths of 1 to 3 feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and indeterminate. The following additional provisions apply within areas of shallow flooding:

- (a) All new construction and substantial improvements of residential structures shall:
  - 1. Have the lowest floor, including basement, elevated a minimum of 6 inches above the crown of the nearest existing street at or above the base flood elevation specified on the FIRM of the city. In no case shall the lowest habitable floor, including basement, be elevated at less than 24 inches above the highest adjacent grade.
  - 2. Have attendant utilities and sanitary facilities located above the base flood elevation or be floodproofed as specified in (b)2. below.
- (b) All new construction and substantial improvements of nonresidential structures shall:
  - 1. Have the lowest floor, including basement, elevated as specified in (a)1. above; or
  - 2. Together with attendant utility and sanitary facilities, be completely floodproofed to or above that level so that any space below that level is watertight, with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.
- (c) A state-registered engineer or architect shall certify compliance with the standards of this section prior to the issuance of a building permit for any construction within an area of shallow flooding.

*(Code 1966, § 7-152)*

### **Sec. 21-59. - Subdivision proposals.**

- (1) All proposals for subdivision improvements shall be consistent with the need to minimize flood damage.
- (2) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.
- (3) All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (4) Minimal elevation in relation to mean sea level of the lowest floor shall be shown for all subdivisions and other land development proposals.
- (5) All subdivision improvements, including, but not limited to, sewer and water systems, drainage facilities and paving, shall require a permit.

*(Code 1966, § 7-153; Ord. No. 4122, § 18, 9-28-93)*

**Cross reference**— *Subdivision regulations, ch. 26.*

### **Sec. 21-60. - Compliance.**

No structure or land use shall be located, extended, converted or structurally altered except in full compliance with the requirements of this article.

(Code 1966, § 7-154)

### **Sec. 21-61. - Abrogation and greater restrictions.**

This article shall not be deemed to repeal, abrogate or impair any existing easements, covenants or deed restrictions. Where this article and another ordinance of the city are in conflict, whichever imposes the more stringent restrictions shall prevail.

(Code 1966, § 7-155)

### **Sec. 21-62. - Interpretation.**

In the interpretation and application of this article, all provisions shall be considered as minimum requirements and deemed neither to limit nor repeal any other powers granted under the Florida Statutes or established by the city charter or ordinance.

(Code 1966, § 7-156)

### **Sec. 21-63. - Warning and disclaimer of liability.**

The degree of flood protection required by this article has been found by the city council to be reasonable for regulatory purposes, based upon scientific and engineering considerations. Nothing herein shall be deemed to imply that land outside the areas of special flood hazard or uses permitted within such areas will be free from flooding or flood damages. Nothing herein shall be deemed to establish liability on the part of the city or by any officer or employee thereof for any flood damages or any other injury or loss to any person or property resulting directly or indirectly from flooding or from any other cause.

(Code 1966, § 7-157)

### **Sec. 21-64. - Penalties.**

Any person or agent thereof who violates any provisions of this article, or fails to comply herewith, shall be guilty of a violation and subject to the provisions of [section 1-16](#). Each day or portion thereof any violation of any provision of this article continues shall constitute a separate offense.

(Code 1966, § 7-158)

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**ARTICLE III. - PLAN AND PERMIT REVIEW AND REQUIREMENTS** [\[107\]](#)

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Sec. 23-56. - Designation of local planning agency.

Sec. 23-57. - Authority retained by city council.

Sec. 23-58. - Development standards generally.

Sec. 23-59. - Review of development permit applications.

Sec. 23-60. - Adoption or amendment of land development regulations and codes.

Sec. 23-61. - Determination of vested development rights.

Sec. 23-62. - Amendment procedure.

Sec. 23-63. - Periodic evaluation and appraisal.

Secs. 23-64—23-85. - Reserved.

**Sec. 23-56. - Designation of local planning agency.**

For the purposes of the planning act, the planning and zoning board is hereby designated as the local planning agency for the city.

(Code 1966, § 12A-15)

**Cross reference**— *Planning and zoning board, § 2-256 et seq.*

**Sec. 23-57. - Authority retained by city council.**

The city council retains the power and authority to take final action or delegate the authority to take final action on the granting, denying or granting with conditions of a development permit; to take final action on proposed land development regulations and codes, and amendments thereto; and to finally determine the issue of consistency with the plan.

(Code 1966, § 12A-16)

**Sec. 23-58. - Development standards generally.**

- (1) No development shall take place within the area of jurisdiction of the city except after issuance of the development permits required under any applicable ordinance of the city and other governmental agencies having jurisdiction to regulate the development of land within the area of jurisdiction of the city.
- (2) Permits for development shall be issued if the applicant has met all the standards set forth in the applicable ordinance and if the development is consistent with the comprehensive plan of the city.
- (3) Prior to undertaking development, any governmental agency shall apply for the appropriate permit under the applicable ordinance. If any governmental agency seeking to undertake development has been specifically exempted by federal or state law from compliance with local planning, zoning or other land development regulations or codes, the agency shall file

with the city manager evidence of such exemption. In the absence of such an exemption, governmental agencies shall apply for permits in the same manner as other persons.

- (4) Nothing in the comprehensive plan shall be construed to exempt any development from compliance with other applicable ordinances of the city or other applicable laws or ordinances.
- (5) The building, plumbing, electrical and similar codes are expressly recognized as essential to the implementation of the comprehensive plan.

*(Code 1966, § 12A-17)*

### **Sec. 23-59. - Review of development permit applications.**

- (1) Generally. In addition to all other requirements established by ordinance, no application for a development permit shall be acted upon by the city council or by the city manager except in a manner consistent with the comprehensive plan and this article.
- (2) Review by city manager or board. Upon acceptance of an application for a development permit, in addition to all other applicable requirements established by ordinance:
  - (a) Determination by city manager. The city manager shall make a determination whether the granting or granting with conditions of a development permit for the following types of development is consistent with the plan:
    - 1. Construction of a building or structure, including buildings or structures accessory to then-existing primary uses;
    - 2. Alterations, additions or extensions to an existing building;
    - 3. Any variance from the building, plumbing, mechanical, electrical or fire codes;
    - 4. Any development by a public utility in accordance with the provisions of its franchise with the city;
    - 5. The subdivision of land for which a plat is not required.
  - (b) Determination by board. The board shall make a determination that the granting or granting with conditions of a development permit for the following types of development is consistent with the plan:
    - 1. Subdivision platting, including planned unit developments;
    - 2. Rezoning of a specific parcel of property;
    - 3. Any conditional use approval;
    - 4. Any variance, excluding variances from the building, plumbing, mechanical, electrical or fire codes;
    - 5. Vacation or abandonment of any right-of-way or easement;
    - 6. All development undertaken by any governmental agency, including the city;
    - 7. Any other development of land, excluding the types of development listed in (2) (a) above except in cases on appeal;
    - 8. In any development for which site plan review and approval by the board is required by ordinance, site plan approval and a determination of consistency by the board shall make it unnecessary for the city manager to determine whether the granting or granting with conditions of the building permits necessary for the approved development is consistent with the plan.
  - (c) Appeal of manager's determination. An applicant may appeal a determination by the city manager of inconsistency, or a determination that the granting of a development permit with conditions is consistent with the plan, to the board. The sole issue to be determined by the board in any such appeal is whether the determination by the city



manager was correct. The board may affirm or reverse the determination of the city manager. The board may add, delete or modify conditions imposed upon the granting of a development permit where the addition, deletion or modification is necessary to achieve consistency with the plan. Where the authority to make a determination described in (2)(a) above has been delegated by the city manager or by ordinance to another officer or employee of the city, the city manager shall have the right and duty to affirm, reverse or modify any such determination before the determination may be accepted for review by the board, and the board shall not accept an appeal until the city manager has discharged this duty.

- (3) Effect of inconsistency determination. A determination by the city manager or by the board that granting a development permit, with or without conditions, is not consistent with the plan shall cause the further processing of the application to be suspended, and the permit shall not be granted unless the determination is reversed or the plan is amended to eliminate the inconsistency. The application may be amended to eliminate the grounds for denial and resubmitted as an original application, or the application or an amended application may be refiled as an exhibit to an application for an amendment to the plan, at the option of the applicant.
- (4) Review of board decision by council. Any decision of the board upon an application for a development permit under this section, whether a determination by the board or a decision upon an appeal from a determination by the city manager, shall be subject to review by the city council as follows:
  - (a) Petition for amendment. In any case where a determination of inconsistency with the plan has been made, review by the city council of that decision shall be available by petition for an amendment to the plan, to which there shall be appended the application or an amended application for the development permit. The petitioner shall specify the proposed amendment to the plan which the petitioner desires and which, if adopted, will eliminate the inconsistency and enable the proposed development. The complete procedure for amendments to the plan as set forth in the planning act and in [section 23-62](#) shall be applicable to all such petitions. After review and public hearings as required, the city council shall take appropriate action on both the amendment application and the development permit application; provided, that the application for the development permit may not be granted without also adopting, with or without modifications, the proposed amendment to the plan except by the affirmative vote of at least 4/5 of the city council membership.
  - (b) Petition for review. A petition for review may be filed by the applicant or by the city manager or development services director. The city council shall hear the matter upon written notice mailed to the applicant not less than 14 days prior to the date of the hearing. At the conclusion of the hearing, the city council shall determine whether granting the development permit, with or without conditions, is consistent with the plan. The affirmative vote of at least 4/5 of the city council membership shall be required to reverse or to modify a decision of the board. If any provision of the plan reasonably appears to prohibit granting the development permit, with or without conditions, on the grounds of inconsistency, the city council shall identify the provision of the plan which would require amendment in order to permit the proposed development, without necessarily declaring whether or not the city council would approve such amendment, and shall refer the matter back to the board for such further proceedings as the applicant may elect. If the city council determines that granting the development permit, with or without conditions, is consistent with the plan, the city council shall refer the matter back to the board or to the city manager, as



appropriate, for further proceedings as may be required by other applicable provisions of this Code. If no further proceedings are required, the city council may grant the development permit, with or without conditions.

- (5) When determination deemed final. No determination by the city manager or by the board that granting a development permit, with or without conditions, is not consistent with the plan shall be deemed final unless and until the city council has taken final action to reject the application as a proposed amendment to the plan.

*(Code 1966, § 12A-18; Ord. No. 4170, § 27, 9-27-94)*

## **Sec. 23-60. - Adoption or amendment of land development regulations and codes.**

- (1) Generally. In addition to all other requirements established by ordinance, no land development regulation or code shall be adopted or amended except in a manner consistent with the comprehensive plan. If it is determined that a land development regulation or code is desirable but is inconsistent with the comprehensive plan, the comprehensive plan shall first be amended to resolve the inconsistency prior to final action on the proposed land development regulation or code.
- (2) Proposals referred to board. Prior to the adoption of any proposed land development regulation or code, or any amendment thereto, in addition to all other applicable requirements established by ordinance:
  - (a) The board shall review all proposed land development regulations and codes referred to it by the city council and make a recommendation as to the relationship of such proposal to the plan. The board's recommendation shall include a determination whether the proposal is consistent with the plan. The board may recommend modifications to the proposal necessary to achieve consistency with the plan. The board may also recommend amendments to the plan in order to achieve consistency with the proposal.
  - (b) Upon a determination by the board that a proposed land development regulation or code, or any amendments thereto, with or without recommended modifications, is consistent with the plan, and upon completion of review by other boards of the city if required, the proposal shall be considered by the city council and may be adopted, adopted with modifications, rejected or referred to any board of the city or to the city manager or city attorney for further review. The city council may adopt modifications other than those recommended by the board, and may adopt some or all of the modifications recommended by the board, or none. However, the city council shall not adopt the proposal without all of those modifications recommended by the board as necessary to achieve consistency with the plan except by the affirmative vote of at least 4/5 of the city council membership. A proposal determined by the board to be not consistent with the plan may be adopted by the city council only by the affirmative vote of at least 4/5 of the city council membership.
- (3) Action by council without reference of proposal to board. The city council may consider and adopt any proposal to amend the regulations and codes of the city without reference of the proposal to the board. However, the city council shall expressly find and declare the proposal to be consistent with the plan prior to or simultaneously with adoption of the proposal.

*(Code 1966, § 12A-19)*

## **Sec. 23-61. - Determination of vested development rights.**

- (1) Definitions. For the purposes of this section, the following definitions shall apply:

"Concurrency" shall mean that the necessary public facilities and services to maintain the adopted level of service standards are available when the impacts of development occur.

"Consistency" shall mean that all aspects of a development permitted by a development order are compatible with and further the goals, objectives, policies, land uses, and densities or intensities of the adopted comprehensive plan, as the comprehensive plan may be amended from time to time.

"Infrastructure" shall mean roads, water, sewer, solid waste, parks, and stormwater management.

"Modification" shall mean any alteration to a development order which causes any of the following:

- (a) A change in the use of the property;
  - (b) An increase in the intensity of the development to occur on the property;
  - (c) A reduction of open space or previously required landscaping;
  - (d) A substantial change to the location of a structure previously approved;
  - (e) A violation of any condition of the approval by the city council.
- (2) Exemptions for concurrency and consistency. Each type of project described below is hereby determined to be a project for which a final local development order has been issued and development has commenced and is continuing in good faith. Therefore, notwithstanding requirements of the adopted comprehensive plan, all projects falling into 1 of the following categories shall be assumed to be automatically exempt from further consistency or concurrency requirements or both:
- (a) Projects for which building permits have been issued prior to November 14, 1989, so long as actual construction begins within the time specified by the permit in accordance with the provisions of the building code;
  - (b) Projects for which multiple building permits have been issued and for which construction has been continued and in accordance with the provisions of the building code;
  - (c) Any development of regional impact or state quality development that has undergone regional review and possesses an unexpired final development order pursuant to F.S. § 380.06; or
  - (d) Any project for which a development order has been issued prior to November 14, 1989. For purposes of determining exemption from concurrency and consistency, a development order shall be defined as follows:
    - 1. All R-1 and R-2 zoning district plats which have received final plat approval.
    - 2. Site plan approvals, provided applications for all building permits are applied for prior to expiration of the site plan approval unless an extension of time or a multiple building project approval has been granted.
    - 3. Conditional approvals which have not been extended, unless such extension was granted prior to November 14, 1989.
    - 4. Planned unit development (PUD), planned industrial development (PID), and planned commercial development (PCD) master plans for which a density or intensity is specified, provided that construction has not lapsed for a period greater than 3 years. Commercial nodes approved in planned unit developments shall be considered exempt only if the development order for the project included reference to a traffic study which quantified the trip generation

of the commercial nodes, and the exemption shall be limited to the aggregate number of trips for the nodes as identified in the study.

5. Undeveloped land which has received city council master plan approval, which approval required infrastructure improvements and which has received a binding letter of interpretation of vested rights pursuant to F.S. § 380.06. This exemption shall be valid for 15 years from May 22, 1990. The exemption afforded by this subsection shall be extended for an additional 5-year period at the request of the applicant and upon a determination by the city council that the proposed development is continuing in good faith and is proceeding in compliance with all approvals granted the development. The development rights conferred by this exemption shall not exceed 2/3 of the FAR permitted by the underlying zoning in effect as of May 22, 1990.
  6. Undeveloped land which has received city council master plan approval and final plat approval, which approval required infrastructure improvements. This exemption shall be valid for 15 years from May 22, 1990. The exemption afforded by this subsection shall be extended for an additional 5-year period at the request of the applicant and upon a determination by the city council that the proposed development is continuing in good faith and is proceeding in compliance with all approvals granted the development. The development rights conferred by this exemption shall not exceed 2/3 of the FAR permitted by the underlying zoning in effect as of May 22, 1990.
  7. Master plans approved by the city parks and recreation board and which are for general public purposes, including but not limited to public parks and public recreational facilities, and which are necessary to maintain required levels of service in the comprehensive plan.
  8. Universal conditional approvals and similar types of approvals. However, they shall lose their exemption from concurrency 18 months after approval of the ordinance from which this subsection is derived, unless a complete application for building permit is received.
  9. Any project which received a vested rights determination of consistency with the 1979 comprehensive plan. The exemption from concurrency shall be in force until the vested rights determination expires.
  10. Modifications to any exempt project described in this section, provided that the modifications to the exempt project do not increase impacts on roads, potable water, sanitary sewer, solid waste, drainage, or park and recreation facilities from those impacts which would otherwise result from the exempt project. If modifications to an exempt project described in this section result in increased impacts on 1 or more of the 6 types of facilities listed herein, the city will conduct concurrency review as provided in this Code, only on the incremental impact resulting from the modification, on the categories of facilities for which impacts have been increased.
- (3) Exemption from concurrency related to traffic level of service (LOS) shall include applications for development received prior to November 14, 1989.
  - (4) Xeriscape. Notwithstanding any provision contained in this section to the contrary, all projects vested pursuant to this section shall be subject to all ordinances and regulations hereafter adopted which pertain to xeriscape.
  - (5) Vested rights determination. An owner of property may obtain from the city council a determination of the owner's right to continue the development of property under applicable

land development regulations which may be in conflict with the adopted comprehensive plan, and, if the city council determines that the right of continued development exists notwithstanding any provision of the comprehensive plan to the contrary, the owner may proceed to complete the development without violating the principle of consistency and concurrency with the comprehensive plan.

- (6) Application for determination of exemption for consistency and concurrency (vested development rights).
- (a) The owner shall request a determination of the right to continue development notwithstanding the comprehensive plan by filing an application in the development services department, upon a form to be provided for that purpose, setting forth the following information:
1. The name and address of the applicant;
  2. A legal description of the property which is the subject of the application;
  3. The name and address of each owner of the property;
  4. Identification by specific reference to each land development regulation which the applicant believes to be in full force and effect with respect to the property notwithstanding any possible conflict with the comprehensive plan;
  5. Identification by specific reference to each provision in the comprehensive plan with which the continued development of the property may appear to be inconsistent;
  6. A statement of facts which the applicant intends to prove in support of the application; and
  7. Such other relevant information that the city manager may request.
- (b) An application pertaining to property owned by more than 1 person may be executed by any 1 owner.
- (c) An application for an approval under this section shall be deemed abandoned 30 days after the date the development services department notifies the applicant of any deficiencies contained in the application. The development services department may, upon written request and justification by the applicant, grant not more than 1 30-day extension. At the expiration of the 30-day period, or any extension thereof, the application shall automatically expire and become null and void. Permit fees and charges paid at the time of application, and plan check fees, shall be refunded, except that an administrative fee shall be retained.
- (d) Scheduling, notice of planning and zoning board hearing. Upon receipt of the application, the development services director shall set a date for a hearing to be held by the board, and shall notify the applicant, the board and the city attorney of the date, time and place of the hearing. The notices shall be mailed to the applicant not less than 14 days prior to the date of the hearing.
- (e) Conducting, recording of planning and zoning board hearing. At the hearing, the applicant shall present all of his evidence in support of the application. The rules of evidence in judicial proceedings shall not be applicable, but all testimony shall be under oath and witnesses shall be subject to cross-examination. Copies of documents shall be acceptable as evidence if the originals are produced for comparison. The proceedings shall be recorded and transcribed by a court reporter, who shall provide 1 copy of the transcript to the city clerk at cost to the applicant.
- (f) Recommendation of planning and zoning board to council.
- 1.

- At the conclusion of the testimony, the board shall prepare its recommendation to the city council in the form of a resolution.
2. In reaching its recommendation, the board shall be guided by the rule that a right to continue the development of property notwithstanding the comprehensive plan shall be found to exist whenever the applicant proves by competent, substantial evidence that the owner, acting in good faith upon some act or omission of the city, has made a substantial change in position or has incurred such extensive obligations and expenses that it would be highly inequitable and unjust to destroy the right to continue the development of the property.
  3. The recommendation resolution of the board shall be signed by the chairman and filed with the city clerk.
- (g) Scheduling council hearing; distribution of documents to council members. Upon receipt of the resolution and the transcript of the hearing, the city clerk shall set the date and time for a hearing before the city council and shall distribute to each member of the city council a copy of the application, the transcript of the board hearing, and the board's recommendation resolution.
  - (h) Conducting, recording of council hearing. At the hearing before the city council, the applicant need not present testimony already included in the transcript of the board hearing, but the applicant shall appear and respond under oath to questions by members of the city council, the city manager and the city attorney, and the applicant may present evidence to supplement the transcript. The hearing before the city council shall be recorded and transcribed by a court reporter, who shall provide 1 copy of the transcript to the city clerk at cost to the applicant.
  - (i) Council determination. At the conclusion of the hearing, the city council shall determine whether or not the applicant may continue the development of his property notwithstanding any provision of the comprehensive plan with which the continued development would otherwise appear to be inconsistent. In making its determination, the city council shall be guided by the same rule as set forth in (6)(e)2. above. The determination of the city council shall be set forth in a resolution.
- (7) Process. Application for determination of exemption from concurrency.
- (a) It is recognized that certain property owners or developers may have claim to an unrecognized exemption from concurrency or may wish to dispute a Code interpretation of exemption from concurrency. In such cases, the remedy available shall be an application for determination of concurrency exemption which shall meet the same requirements and standards set forth in (2) above, except that engineering and other studies that demonstrate the effect on level of service standards shall also be required.
  - (b) An application for an approval under this subsection shall be deemed abandoned 30 days after the date the development services department notifies the applicant of any deficiencies contained in the application. The development services department may, upon written request and justification by the applicant, grant not more than 1 30-day extension. At the expiration of the 30-day period, or any extension thereof, the application shall automatically expire and become null and void. Permit fees and charges paid at the time of application, and plan check fees, shall be refunded, except that an administrative fee shall be retained.



**Sec. 23-62. - Amendment procedure.**

- (1) Effect of state law. Notwithstanding any provision contained in this chapter, all requirements of the planning act as it exists now or as it may subsequently be amended shall be applicable to any amendments to the comprehensive plan reviewed and processed pursuant to this chapter. In the event of a conflict between this article and the planning act, the planning act will prevail.
- (2) Proposal. An amendment to the comprehensive plan may be proposed by the city council, any member of the city council, any board of the city, the city manager, the city attorney, or the development services department. Amendments to the plan may be proposed by petitions of qualified voters in the same manner prescribed by article VII, section 7.01(b) of the city Charter for charter amendments. An amendment to the land use element of the plan may be proposed by the owner of the property which is the subject of the amendment. An amendment to any other element of the plan may be proposed by an owner of property who has applied for a development permit when an amendment to the plan appears necessary to resolve a conflict between 1 or more provisions of the plan and the application for the development permit.
- (3) Application. Any proposed amendment to the plan shall be filed with the city manager on an application form to be provided by the city, setting forth the purpose, scope and provisions of the proposed amendment. If the application is filed concurrently with an application for a development permit or a proposal to adopt or amend a land development regulation or code, the application shall so state.
- (4) An application for an amendment to the comprehensive plan shall be deemed abandoned 30 days after the date the development services department notifies the applicant of any deficiencies contained in the application. The development services department may, upon written request and justification by the applicant, grant not more than 1 30-day extension. At the expiration of the 30-day period, or any extension thereof, the application shall automatically expire and become null and void. Permit fees and charges paid at the time of application, and plan check fees, shall be refunded, except that an administrative fee shall be retained.
- (5) Scheduling, notice of board meeting. The city manager shall place each proposed amendment on the agenda of a scheduled meeting of the board for a public hearing thereon. Notice of such hearing shall be published in a newspaper of general circulation in the city at least 7 days prior to the hearing. If the proposed amendment is to the future land use map within the comprehensive plan, notice by mail to the property owners affected by the amendment and to property owners within 500 feet in all directions from the property which is the subject of the proposed amendment shall be furnished at least 7 days prior to the public hearing.
- (6) Conduct, recording of board hearing. The board shall conduct any required hearings according to its general rules of procedure. The rules of evidence in judicial proceedings shall not be applicable to such hearings. The board shall make a full record of any required hearings by any appropriate means. If a sound recording is made, the city clerk shall, upon request, provide a transcription or a copy of such recording upon payment of a fee not to exceed the cost of transcribing or copying the recording.
- (7) Recommendation of board to council. After the conclusion of any required public hearings, the board shall send to the city council a recommendation upon the proposed amendment, which shall set forth:
  - (a)

- Its findings in regard to whether the proposed amendment will be consistent with the city Charter.
- (b) Its findings, where applicable, in regard to whether the proposed amendment will preserve and enhance present advantages; encourage the most appropriate use of land, water and resources consistent with the public interest; overcome present handicaps; deal effectively with future problems that may result from the use and development of land within the area of jurisdiction of the city; preserve, promote, protect and improve the public health, safety, comfort, good order, appearance, convenience, law enforcement and fire prevention, and general welfare; prevent the overcrowding of land and avoid undue concentration of population; facilitate the adequate and efficient provision of transportation, water, sewerage, schools, parks, recreational facilities, housing and other requirements and services; conserve, develop, utilize and protect natural resources; protect human, environmental, social and economic resources; and maintain through orderly growth and development the character and stability of present and future land use and development findings with respect to the foregoing factors may be limited to those factors found to be appropriate to each proposal.
  - (c) Its findings in regard to whether the amendment is consistent with all other elements of the plan previously adopted, including whether the amendment is based upon the unique circumstances applicable to the particular parcel, or whether the amendment sets a precedent, the cumulative effect of which would be inconsistent with other elements of the plan previously adopted.
  - (d) Any modifications or conditions to the amendment suggested by the board, and the reasons therefor.
- (8) Preparation of proposed amendment. Upon receipt of a recommendation on a proposed amendment from the board, the city attorney shall prepare the proposed amendment in the form of an ordinance.
- (9) Public hearings by council. Required public hearings on amendments to the comprehensive plan shall be conducted as follows:
- (a) The amendment shall be scheduled for any required public hearings before the city council and adoption with published notice as required by the planning act. If the proposed amendment is to the future land use map within the comprehensive plan, notice by mail shall be furnished to the property owners whose property is subject to the amendment and to owners of property within 500 feet in all directions from the property which is the subject of the proposed amendment not less than 14 days prior to the public hearing.
  - (b) Any public hearing on any proposed amendment shall be held by the city council after 5:00 p.m. on a weekday.
  - (c) No amendment shall be adopted unless compliance with the provisions of the planning act and other applicable statutes, regulations and ordinances is demonstrated as part of the record of the adoption proceedings.
- (10) Council determination. In acting on a proposed amendment, the council may accept, accept with modifications or conditions, or reject the proposed amendment. When the council desires substantial modifications, it may refer the matter back to the board for a new hearing and new recommendations. An amendment shall be adopted by the affirmative vote of not less than 4/5 of the city council membership.

**Sec. 23-63. - Periodic evaluation and appraisal.**

The comprehensive plan shall be reviewed and evaluated periodically, as required by F.S. § 163.3191.

(Code 1966, § 12A-22)

**Secs. 23-64—23-85. - Reserved.**

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**FOOTNOTE(S):**

<sup>(107)</sup> **Cross reference**— Zoning, ch. 28; site plans required, § 28-51 et seq.; historic preservation plan adopted for the protection of historic sites and districts, § 28-234; certificate required before building or altering an historic site or district, § 28-237; water surfaces and the land under the water surface of all canals, waterways, ponds, lakes and other water areas in the city are placed in the same zoning district as the land abutting such area as shown on the district map, § 28-303. [\(Back\)](#)

**Boca Raton, Florida, Code of Ordinances >> - VOLUME II >> Chapter 23 - PLANNING AND DEVELOPMENT >> ARTICLE IV. - DEVELOPMENT REGULATIONS >> DIVISION 1. - GENERALLY >>**

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## **DIVISION 1. - GENERALLY**

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Sec. 23-86. - Purpose.

Sec. 23-86.1. - Definitions.

Sec. 23-86.2. - Conceptual development plan review.

Sec. 23-87. - Construction plans for public utility, roadway and other public improvements.

Secs. 23-88—23-140. - Reserved.

### **Sec. 23-86. - Purpose.**

The purpose of this article is to set forth certain regulations pertaining to land development and water and sewer improvements within the city, and for the review of water and sewer improvements within the city's utility service area outside of the corporate limits, which regulations shall be in addition to all other applicable building, subdivision, zoning and other regulations established by city ordinance. This article shall apply to and be enforced in all areas of the city, and no person shall develop land anywhere in the city except in conformity with this article and other applicable regulations of this Code and amendments thereto.

*(Code 1966, § 12A-1; Ord. No. 4850, § 2, 2-23-05)*

### **Sec. 23-86.1. - Definitions.**

The following, words, terms, and phrases, when used in this section, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

"City staff" shall mean the person or persons assigned by the city manager or department head to conduct the reviews required in chapters 23 and 26, Code of Ordinances.

"Utility service area" shall mean the geographic area served with city potable water and or/waste water collection services.

*(Ord. No. 4850, § 3, 2-23-05)*

### **Sec. 23-86.2. - Conceptual development plan review.**

When an applicant submits conceptual development plans for city staff review, such conceptual development plans shall be reviewed by the city staff. The submission of such conceptual development plans shall be accompanied by a fee as provided in the city municipal facilities and services user fee schedule.

*(Ord. No. 4850, § 3, 2-23-05)*

### **Sec. 23-87. - Construction plans for public utility, roadway and other public improvements.**

- (1) Preparation. With respect to projects not requiring subdivision or PUD plat approval, the applicant or his engineer shall confer with the city staff to determine the standards and specifications which will govern the proposed improvements. The applicant shall submit to the city staff complete construction plans, as required by city staff. The construction plans shall be prepared by an engineer registered in the state, for the entire development of the area for which application has been submitted, together with a complete and accurate contour map using National Geodetic Vertical Datum (NGVD) and a drainage plan showing elevations of adjacent properties. Sewer and water systems shall be reviewed and approved by city staff and all applicable regulatory agencies. Construction plans shall include the complete design of required sanitary sewer systems, water supply systems, storm drainage systems, street systems and solid waste storage and collection points for the entire area to be developed. Due consideration shall be given to the problems that may be created by the development of adjacent lands, especially storm drainage. The construction plans shall conform with the requirements of the public utilities manual, engineering design standards manual and all applicable ordinances. The submission of construction plans shall be accompanied by a fee as provided in the city municipal facilities and services user fee schedule.
- (2) Approval of plans. All construction plans are to be reviewed and approved by the city staff. Water and sewer plans shall also be reviewed and approved by all applicable regulatory agencies, and no water or sewer construction shall commence prior to receipt of all applicable regulatory agency permits.
- (3) Construction of improvements; inspection fees.
  - (a) After approved construction plans have been received, the applicant may construct the required improvements, subject to obtaining the required permits. The city shall be notified at least 48 hours in advance of the date that such construction shall be commenced. Construction shall be subject to inspection by the city, which inspection shall not relieve the applicant and his engineer of close field supervision and final compliance with approved plans and specifications. The city shall establish detailed regulations governing the inspections to be furnished by the applicant or his engineer and may refuse to accept work done without proper inspection. Prior to the issuance of the required permits, the applicant's engineer shall submit a certified signed and sealed estimate of construction costs of the project's water, sewer, drainage and pavement required to be installed for the site development; and the applicant shall pay the applicable fee to the city to cover inspection by the city during construction as provided in the city municipal facilities and services user fee schedule.
  - (b) Work started without a permit. Where work for which a permit is required by this Code is started or proceeded with prior to obtaining the permit, the fees specified shall be doubled. The payment of such double fee shall not relieve any person from fully complying with the requirements of this Code and all other applicable regulations and laws in the execution of the work.
  - (c) The applicant shall employ a state-registered engineer for complete supervision of the construction and installation of the improvements involved, and shall provide progress reports, 2 sets of signed and sealed as-built plans, 1 reproducible Mylar of the as-built plans, and a final signed and sealed certification that all work has been constructed in accord with plans, specifications and all governmental regulations, to be filed with the city.
  - (d) Reinspection fee. The fee for each reinspection, due to wrong address, work rejected because of faulty construction, work not ready for inspection at time requested, code violations, repairs or corrections not made when inspection is scheduled, or premises

not accessible to the inspector, is as set forth in the schedule which is on file in the city clerk's office.

- (e) The inspection fees for water and sewer improvements to be constructed outside the corporate limits of the city shall carry a surcharge of 25 percent of the fees provided in the city municipal facilities and services user fee schedule.

*(Code 1966, § 7-58; Ord. No. 4122, § 23, 9-28-93; Ord. No. 4170, § 35, 9-27-94; Ord. No. 4850, § 4, 2-23-05)*

**Cross reference**— *Utilities, ch. 17; streets and sidewalks, ch. 25; subdivisions, ch. 26.*

**Secs. 23-88—23-140. - Reserved.**



**Boca Raton, Florida, Code of Ordinances >> - VOLUME II >> Chapter 23 - PLANNING AND DEVELOPMENT >> ARTICLE IV. - DEVELOPMENT REGULATIONS >> DIVISION 3. - DRAINAGE >>**

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**DIVISION 3. - DRAINAGE** <sup>[109]</sup>

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Sec. 23-141. - Requirements; penalty.

Sec. 23-142. - Notice to fire-rescue services department and police services department of excavations, obstructions in streets.

Secs. 23-143—23-160. - Reserved.

**Sec. 23-141. - Requirements; penalty.**

- (1) As used in this section, the term "1-inch rainfall" shall mean the first 1 inch of rainwater which falls on the proposed building site.
- (2) In any area of the city where city-approved positive drainage systems exist, the following shall be required:
  - (a) All permit applications for new single-family or duplex residences and for all modifications, alterations or additions to any such residences which alter the existing drainage flow shall be accompanied by a final grading plan prepared, signed and sealed by a state-registered engineer or architect showing the proposed site plan, with flow arrows indicating the final direction of flow of rainwaters to the existing drainage system.
  - (b) All permit applications for new buildings in multifamily residential districts (including planned unit developments and cluster developments) or new business, commercial or industrial buildings and for all modifications, alterations or additions to any such buildings which alter the existing drainage flow shall be accompanied by a drainage plan prepared, signed and sealed by a state-registered engineer or architect showing final elevations, with flow arrows indicating the final direction of flow of rainwaters to the existing drainage system.
- (3) In any area of the city where no city-approved positive drainage system exists, the following shall be required:
  - (a) All permit applications for new single-family or duplex residences and for all modifications, alterations or additions to any such residences which alter the existing drainage flow shall be accompanied by a drainage plan prepared, signed and sealed by a state-registered engineer or architect, which will provide for adequate drainage on the site or within swale areas on adjacent and contiguous public rights-of-way to retain all runoff from the first 1-inch rainfall and to drain the additional rainfall above 1 inch so that adjoining, privately owned properties will not be adversely affected. When swales within public rights-of-way are utilized for retention, the swale shall be of adequate capacity to retain the runoff from a 1-inch rainfall on the right-of-way and the adjacent and contiguous sites.
  - (b) All permit applications for new buildings in multifamily residential districts (including planned unit developments and cluster developments) or new business, commercial or industrial buildings and for all modifications, alterations or additions to any such buildings which alter the existing drainage flow shall be accompanied by a drainage

plan prepared, signed and sealed by a state-registered engineer or architect, which will provide for adequate drainage on the site to retain all runoff from the first 1-inch rainfall and to drain the additional rainfall above 1 inch so that adjoining privately owned properties will not be adversely affected.

- (4) The following basic design criteria shall be used in the development of all drainage plans. The design computations shall be shown on or attached to and made a part of the drainage plan submitted with the application for a building permit.
  - (a) Total proposed impervious and pervious lot area will be indicated.
  - (b) Runoff coefficients for impervious and pervious areas are to be used to determine total runoff to be contained from the 1-inch rainfall.
  - (c) The volume of computed runoff from a 1-inch rainfall will be controlled by means including, but not limited to, the use of holding ponds, swales or drainage structures.
- (5) No certificate of occupancy shall be issued until a final inspection has been made to assure compliance with the approved grading or drainage plan filed with the building permit documents.
- (6) The requirements of this section shall be cumulative to any other code requirements relating to drainage of property.
- (7) Property owners shall maintain required drainage improvements on their property in compliance with the approved grading or drainage plan. Failure to maintain drainage improvements shall be deemed a public nuisance and a violation of this section, and shall be punishable under [section 1-16](#)

(Code 1966, § 7-60)

### **Sec. 23-142. - Notice to fire-rescue services department and police services department of excavations, obstructions in streets.**

It shall be unlawful for any person who obtains permission to dig up or excavate the streets of the city in any manner to commence upon the work, or plan any obstruction upon the streets of the city, until notice in writing has been given to the chief of the fire-rescue services department and the chief of police of the city giving the particular portion of each street in the city which such person has obtained permission to dig up, excavate or obstruct, the time such work shall be commenced, the time it shall be completed, the extent of the work to be done thereupon and the nature of such work.

(Code 1966, § 7-61; Ord. No. 4170, § 30, 9-27-94)

### **Secs. 23-143—23-160. - Reserved.**

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#### **FOOTNOTE(S):**

<sup>(109)</sup> **Cross reference—** Flood damage prevention and protection, ch. 21; permit required to construct or alter drainageways, § 26-8. [\(Back\)](#)

**Boca Raton, Florida, Code of Ordinances >> - VOLUME II >> Chapter 25 - STREETS AND SIDEWALKS  
>> ARTICLE IV. - RIGHTS-OF-WAY CONSTRUCTION AND ADMINISTRATION >> DIVISION 7. - SWALE  
AREAS >>**

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## **DIVISION 7. - SWALE AREAS**

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Sec. 25-251. - Maintenance of swale area.

Sec. 25-252. - Maintenance.

Sec. 25-253. - Notice to owner to maintain; service of notice; right of hearing.

Sec. 25-254. - Reconstruction or repair by city.

Sec. 25-255. - Personal property permitted in swale areas; standards for placement.

Sec. 25-256. - Swale area permit required.

Sec. 25-257. - Work started without a permit.

Sec. 25-258. - Swale area permits.

Sec. 25-259. - Nonconforming swale areas.

Secs. 25-260—25-270. - Reserved.

### **Sec. 25-251. - Maintenance of swale area.**

The owner and/or occupant of private property shall maintain abutting swale areas, including sidewalks, pathways, or driveways as provided in the Engineering Design Standards Manual, including, but not limited to, keeping the area free of trip hazards, holes, and obstructions.

*(Ord. No. 4429, § 1, 1-12-99; Ord. No. 4639, § 5, 4-9-02)*

### **Sec. 25-252. - Maintenance.**

- (1) The owner of private property abutting the rights-of-way shall maintain all trees and other vegetation upon the private property and adjacent rights-of-way as provided in the Engineering Design Standards Manual.
- (2) No roots from any vegetation located upon private property or adjacent rights-of-way shall be permitted to grow in such a manner that causes damage to paved rights-of-way, water, or sewer lines, or other elements of the city's infrastructure.

*(Ord. No. 4429, § 1, 1-12-99; Ord. No. 4639, § 6, 4-9-02)*

### **Sec. 25-253. - Notice to owner to maintain; service of notice; right of hearing.**

- (1) Upon failure of the abutting property owner to maintain a swale area, or adjacent vegetation, the city manager or designee shall give written notice to the record owner of such abutting property, at the address indicated in the records of the county property appraiser, of such failure and direct the owner to maintain the swale area or adjacent vegetation. Notice shall be provided to the abutting private property owner by: Certified mail, return receipt requested; delivery by a certified courier service; hand delivery by a law enforcement officer, code inspector, or other person designated by the city manager; or leaving the notice at the abutting property owner's usual place of residence with any person residing therein who is at least 16 years of age and informing such person of the contents of the notice. The service of

such notice shall be deemed complete upon mailing and shall be deemed sufficient notice of failure to maintain the right-of-way as required herein.

- (2) The notice shall:
  - (a) Advise the owner of his or her failure to maintain the swale area or adjacent vegetation;
  - (b) Specify what maintenance must be performed;
  - (c) Require the owner to maintain the swale area or adjacent vegetation within 10 days of receipt of the notice;
  - (d) State that failure to maintain the swale area or adjacent vegetation within the specified time will result in the city maintaining the swale area or adjacent vegetation, the cost of which maintenance, plus administrative charges, shall constitute a lien against the property as provided in [section 10-31](#) of the Code;
  - (e) State that a lien will be recorded against the property;
  - (f) Advise the owner that upon subsequent failure to maintain the swale area or adjacent vegetation, the city may, without further notice to the owner, take steps reasonably necessary to maintain the same, the cost of which, plus administrative charges, will be a lien against the property;
  - (g) Advise the owner that subsequent failure to maintain the swale area or adjacent vegetation may be referred to the code enforcement board, and that fines may be levied as provided in [section 10-32](#) of the Code; and
  - (h) Advise the owner of a right to request a hearing, as provided in [section 10-30](#) of the Code.
- (3) If a hearing is requested within 10 days from the date of receipt of the notice, action shall proceed as provided in [section 10-30](#) of the Code.
- (4) If no hearing is requested within 10 days from the date of receipt of the notice and the owner has not commenced the corrective action required, the city shall have the right to take the steps reasonably necessary to maintain the swale area or adjacent vegetation.
- (5) If the notice mailed is returned unclaimed, or if the return receipt is not received by the city manager within 10 days of the mailing, or the notice is not otherwise deliverable, a copy of the notice shall be posted in plain view upon the owner's private property or abutting swale area; and if the swale area or adjacent vegetation are not maintained within 5 days of posting, the city shall have the right to take the steps reasonably necessary to maintain the swale area or adjacent vegetation.
- (6) Nothing in this article shall preclude the city from taking immediate action to correct maintenance deficiencies if, in the opinion of the city manager, the maintenance deficiency constitutes an imminent danger to human life or health.

(Ord. No. 4429, § 1, 1-12-99)

## **Sec. 25-254. - Reconstruction or repair by city.**

- (1) In the event it is necessary for the city to reconstruct or repair its water and sewer lines or other infrastructure, the city shall restore the swale areas disturbed by the reconstruction or repair. The city shall not be responsible for restoration of any nonstandard or nonconforming surfaces in a rights-of-way, whether public or private, including, but not limited to surfaces such as bomanite, concrete block, slate, vegetation other than sod, or nonconforming pavement or other surfaces.

(Ord. No. 4429, § 1, 1-12-99)

### **Sec. 25-255. - Personal property permitted in swale areas; standards for placement.**

- (1) No personal property except those specifically enumerated below shall be placed or maintained upon the swale area:
  - (a) Underground sprinkler systems with flush or pop-up heads;
  - (b) Dome shaped concrete buttons, no more than 4 inches in height, with a diameter no greater than 6 inches, without metal stakes, and placed no closer to each other than 4 feet;
  - (c) Mailboxes installed according to the requirements of the rights-of-way use and maintenance standards;
  - (d) Sod or herbaceous ground cover installed according to the requirements of the rights-of-way use and maintenance standards and maintained in such a manner as not to exceed 6 inches in height;
  - (e) Directional signs and traffic control devices, and other such similar structures, as approved by the city; and
  - (f) Sidewalks, bikeways, combination sidewalk/bikeways, and driveways, constructed in accordance with the swale area permit requirements set forth below.

(Ord. No. 4429, § 1, 1-12-99)

### **Sec. 25-256. - Swale area permit required.**

- (1) No person shall undertake to improve, alter or place personal property other than those specifically permitted by [section 25-255](#), within a swale area without first obtaining a swale area permit.
- (2) The acceptance of a swale area permit by the person requesting a permit shall constitute acceptance of all obligations pertaining thereto, and the person requesting a permit shall be held responsible for fulfilling all of the requirements thereof.
- (3) The application for permit, together with the required fees and other charges, shall be filed with the city manager on a form prescribed and furnished for the purpose. The application shall describe the nature of the proposed construction or placement of personal property, the swale area location, and such other information as is required by the form or may be required by the city manager.

(Ord. No. 4429, § 1, 1-12-99)

### **Sec. 25-257. - Work started without a permit.**

Where any construction or placement of personal property for which a swale area permit is required by this Code occurs prior to obtaining said permit, the fees herein specified shall be tripled; however, the payment of such triple fee shall not relieve any person from fully complying with the requirements of this Code in the execution of the work.

(Ord. No. 4429, § 1, 1-12-99)

### **Sec. 25-258. - Swale area permits.**

Application for swale area permits shall be reviewed by the city manager and appropriate city departments. Approval may be granted if the proposed improvement does not create infrastructure maintenance problems, encroach into the roadside recovery area, create a hazard, or otherwise

adversely affect citizens of the city, or if the proposed improvement otherwise comports with the public interest. Upon approval, the abutting property owner shall enter into an agreement with the city, in a form acceptable to the city attorney and city risk manager, providing a hold harmless clause and appropriate insurance coverage for the city. The city manager is authorized to execute the agreement on behalf of the city.

*(Ord. No. 4429, § 1, 1-12-99)*

### **Sec. 25-259. - Nonconforming swale areas.**

The owner of personal property in a swale area and not of a type enumerated in [section 25-255](#) must, within 2 years from the effective date of the ordinance adopting this article, obtain a swale area permit or remove such personal property.

*(Ord. No. 4429, § 1, 1-12-99)*

### **Secs. 25-260—25-270. - Reserved.**



AN ORDINANCE OF THE CITY OF BOCA RATON  
AMENDING CHAPTER 17, UTILITIES, CODE OF  
ORDINANCES TO CREATE ARTICLE X, FLORIDA-  
FRIENDLY FERTILIZER USE, ESTABLISHING  
REGULATIONS AND PROCEDURES FOR THE USE  
FERTILIZER ON URBAN LANDSCAPES, FOCUSING ON  
THE REDUCTION OF EXCESSIVE NUTRIENT LEVELS IN  
PALM BEACH COUNTY WATER BODIES; PROVIDING FOR  
TITLE; PROVIDING FOR DEFINITIONS; PROVIDING FOR  
FINDINGS; PROVIDING FOR PURPOSE AND INTENT;  
PROVIDING FOR APPLICABILITY; PROVIDING FOR  
TIMING OF FERTILIZER APPLICATIONS; PROVIDING FOR  
FERTILIZER FREE ZONES; PROVIDING FOR FERTILIZER  
CONTENT AND APPLICATION RATES; PROVIDING FOR  
FERTILIZER APPLICATION PRACTICES; PROVIDING FOR  
MANAGEMENT OF GRASS CLIPPINGS AND VEGETATIVE  
MATTER; PROVIDING FOR EXEMPTIONS; PROVIDING  
FOR TRAINING; PROVIDING FOR LICENSING OF

1 COMMERCIAL APPLICATORS; PROVIDING FOR  
2 ENFORCEMENT; PROVIDING FOR PENALTIES;  
3 PROVIDING FOR APPEAL, PROVIDING FOR  
4 SEVERABILITY; PROVIDING FOR REPEALER; PROVIDING  
5 FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE  
6

7 WHEREAS, pursuant to Section 303(d) of the federal Clean Water Act and the  
8 resulting Florida Impaired Waters Rule (Chapter 62-303, Florida Administrative Code), the  
9 Florida Department of Environmental Protection (FDEP) has classified specific water bodies in  
10 Palm Beach County as “impaired” as a result of the presence of excessive nutrients; and

11 WHEREAS, Florida Statute, Section 403.9337 requires local governments located  
12 within the watershed of a water body or water segment that is listed as impaired by nutrients  
13 pursuant to Florida Statute, Section 403.067, adopt an ordinance for Florida-Friendly™ fertilizer  
14 use on urban landscapes; and

15 WHEREAS, the FDEP on the 2nd day of March 2011, issued its Palm Beach County  
16 Municipal Separate Storm Sewer System Permit No. FLS 000018-003 (hereinafter referred to  
17 as the “MS4 Permit”) to forty-one (41) governmental entities including the City of Boca Raton;  
18 and

19 WHEREAS, the MS4 permit requires local governments within the watershed of a  
20 nutrient impaired water body to adopt FDEP’s Model Ordinance for Florida Friendly Fertilizer  
21 Use on Urban Landscapes or an Ordinance that includes all the requirements set forth in the  
22 Model Ordinance; and

23 WHEREAS, surface water runoff and base flow runoff leaves residential  
24 neighborhoods, commercial centers, industrial areas, and other lands of Palm Beach County  
25 and enters into natural and artificial stormwater and drainage conveyances and natural water  
26 bodies in Palm Beach County; and

1 WHEREAS, phosphorus and nitrogen, the primary nutrients associated with the  
2 degradation of surface water, are commonly the primary components of fertilizer for turf and  
3 landscape application; and

4 WHEREAS, the quality of streams, lakes, and wetlands is important to environmental,  
5 economic, and recreational prosperity and to the health, safety, and welfare of the residents of  
6 Palm Beach County; and

7 WHEREAS, algae blooms and accelerated growth of aquatic weeds in Palm Beach  
8 County's water bodies have heightened community concerns about water quality and  
9 eutrophication of surrounding waters; and

10 WHEREAS, it is generally recognized that Eastern Palm Beach County soils naturally  
11 have adequate phosphorus content for most vegetative needs and that additional phosphorus is  
12 therefore only occasionally needed to create or maintain a vibrant landscape; and

13 WHEREAS, it has been recognized that proper application of slow-release nitrogen  
14 sources is more efficiently used by plants and less likely to leach or runoff; and

15 WHEREAS, this Ordinance is part of a regulatory program to address nonpoint  
16 sources of nutrient pollution which is scientifically based, and economically and technically  
17 feasible; and

18 WHEREAS, in the process of adoption of this Ordinance, the City of Boca Raton has  
19 considered scientific information, including input from the Department of Environmental  
20 Protection, the Department of Agriculture and Consumer Services, and the University of Florida  
21 Institute of Food and Agricultural Sciences; now therefore

22  
23 THE CITY OF BOCA RATON HEREBY ORDAINS:

24  
25 Section 1. Article X is hereby created to read:

26 ARTICLE X. FLORIDA-FRIENDLY USE OF FERTILIZER

SECTION I. TITLE:

This Ordinance shall be known as the Florida-Friendly Fertilizer Use on Urban Landscapes Ordinance.

Section 17-300. Definitions.

For this Ordinance, the following terms shall have the meanings set forth in this section unless the context clearly indicates otherwise.

“Application” or “Apply” means the actual physical deposition of fertilizer to turf or landscape plants.

“Applicator” means any person who applies fertilizer on turf and/or landscape plants in the City of Boca Raton.

“Approved Test” means a soil test from the University of Florida, government, or other commercial licensed laboratory that regularly performs soil testing and recommendations.

“Best Management Practices (BMP’s)” means turf and landscape practices or combination of practices based on research, field-testing, and expert review, determined to be the most effective and practical site-specific means, including economic and technological considerations, for improving water quality, conserving water supplies and protecting natural resources.

“Code Enforcement Officer”, “Official”, or “Inspector” means any designated employee or agent of the City of Boca Raton whose duty it is to enforce codes and ordinances enacted by the City of Boca Raton.

“Commercial Fertilizer Applicator” except as provided in section 482.1562(9), F.S., means any person who applies fertilizer for payment or other consideration to property not owned by the person or firm applying the fertilizer or the employer of the applicators.

“Fertilizing” or “Fertilization” means the act of applying fertilizer to turf, specialized turf, or landscape plants.

1           “Fertilizer” means any substance or mixture of substances that contains one or more  
2 recognized plant nutrients and promotes plant growth, or controls soil acidity or alkalinity, or  
3 provides other soil enrichment, or provides other corrective measures to the soil.

4           “Institutional Applicator” means any person, other than a private, non-commercial or a  
5 Commercial Applicator (unless such definitions also apply under the circumstances), that  
6 applies fertilizer for the purpose of maintaining turf and/or landscape plants. Institutional  
7 Applicators shall include, but shall not be limited to, owners, managers, or employees of public  
8 lands, schools, parks, religious institutions, utilities, industrial or business sites and any  
9 residential properties maintained in condominium and/or common ownership.

10           “Landscape Plant” means any native or non-native tree, shrub, or groundcover  
11 (excluding turf).

12           “Pasture” means land managed for livestock grazing.

13           “Person” means any natural person, business, corporation, limited liability company,  
14 partnership, limited partnership, association, club, organization, and/or any group of people  
15 acting as an organized entity.

16           “Prohibited Application Period” means the time period during which a Flood Watch or  
17 Warning, a Tropical Storm Watch or Warning, or a Hurricane Watch or Warning is in effect for  
18 any portion of the City of Boca Raton, issued by the National Weather Service, or if heavy rain  
19 (2 inches or more within a twenty-four (24) hour period) is likely.

20           “Saturated Soil” means a soil in which the voids are filled with water. Saturation does  
21 not require flow. For the purposes of this Ordinance, soils shall be considered saturated if  
22 standing water is present or the pressure of a person standing on the soil causes the release of  
23 free water.

24           “Slow-Release”, “Controlled Release”, “Timed Release”, “Slowly-Available”, or “Water  
25 Insoluble Nitrogen” means nitrogen in a form which delays its availability for vegetative uptake

1 and use after application, or which extends its availability to the vegetation longer than a  
2 reference rapid or quick release product.

3 “Turf”, “Sod”, or “Lawn” means an area of grass-covered soil held together by the  
4 roots of the grass.

5 “Urban Landscape” means pervious areas on residential, commercial, industrial,  
6 institutional, highway rights-of-way, or other nonagricultural lands that are planted with turf or  
7 landscape plants. For the purposes of this section, agriculture has the same meaning as  
8 provided in section 570.02, Florida Statutes.

#### 9 Section 17-301. Findings.

10 As a result of the Florida Department of Environmental Protection’s determination that certain  
11 water bodies within Palm Beach County are impaired for excessive nutrient levels, the City of  
12 Boca Raton finds that the best management practices contained in the most recent edition of  
13 the “Florida-Friendly Best Management Practices for Protection of Water Resources by the  
14 Green Industries”, are required in this Ordinance.

#### 15 Section 17-302. Purpose and Intent.

16 This Ordinance regulates the proper use of fertilizers by any applicator; requires  
17 proper training of commercial and institutional fertilizer applicators; establishes training and  
18 licensing requirements; establishes a Prohibited Application Period; and specifies allowable  
19 fertilizer application rates and methods, fertilizer-free zones, and exemptions. This Ordinance  
20 requires the use of Best Management Practices to minimize negative environmental effects  
21 associated with excessive nutrients in our water bodies. These environmental effects have  
22 been observed in and on Palm Beach County’s natural and constructed stormwater  
23 conveyances, rivers, creeks, canals, lakes, estuaries and other water bodies. Collectively,  
24 these water bodies are an asset important to the environmental, recreational, cultural and  
25 economic well-being of Palm Beach County residents and the health of the public. Overgrowth  
26 of algae and vegetation hinder the effectiveness of flood attenuation provided by natural and



1 constructed stormwater conveyances. Regulation of nutrients, including both phosphorus and  
2 nitrogen contained in fertilizer, is anticipated to help improve and maintain water and habitat  
3 quality.

#### 4 Section 17-303. Applicability.

5 This Ordinance shall be applicable to and shall regulate any and all applicators of  
6 fertilizer and areas of application of fertilizer to urban landscapes within the area of the City of  
7 Boca Raton, unless such application is specifically exempted by Section 17-309 of this  
8 Ordinance. This Ordinance shall be prospective only, and shall not impair any existing  
9 contracts.

#### 10 Section 17-304. Timing of Fertilizer Applications.

11 1. No applicator shall apply fertilizers containing nitrogen and/or phosphorus to turf  
12 and/or landscape plants during the Prohibited Application Period or to saturated soils.

13 2. Fertilizer containing nitrogen and/or phosphorus shall not be applied before  
14 seeding or sodding a site, and shall not be applied for the first thirty (30) days after seeding or  
15 sodding, except when hydro-seeding for temporary or permanent erosion control in an  
16 emergency situation (wildfire, etc), or in accordance with the Stormwater Pollution Prevent Plan  
17 for that site.

#### 18 Section 17-305. Fertilizer Free Zones.

19 Fertilizer shall not be applied within ten (10) feet, or three (3) feet if a deflector shield  
20 or drop spreader is used, of any pond, stream, water body, lake, canal, or wetland as defined by  
21 the Florida Department of Environmental Protection (Chapter 62-340), Florida Administrative  
22 Code or from the top of a seawall or lake bulkhead. Newly planted turf or landscape plants may  
23 be fertilized in this zone only for a sixty (60) day period beginning thirty (30) days after planting if  
24 needed to allow the vegetation to become well established. Caution shall be used to prevent  
25 direct deposition of fertilizer into the water.

#### 26 Section 17-306. Fertilizer Content and Application Rates.

1           1. Fertilizers applied to turf within the City of Boca Raton shall be applied in  
2 accordance with requirements and directions provided by Rule 5E-1.003(2), Florida  
3 Administrative Code, Labeling Requirements for Urban Turf Fertilizers. Under Rule 5E-  
4 1.003(2), Florida Administrative Code, required application rate and frequency maximums,  
5 which vary by plant and turf types, are found on the labeled fertilizer bag or container.

6           2. Nitrogen or phosphorus fertilizer shall not be applied to turf or landscape plants  
7 except as provided in section (1) above for turf, or in UF/IFAS recommendations for landscape  
8 plants, vegetable gardens, and fruit trees and shrubs, unless a soil or tissue deficiency has  
9 been verified by an approved test.

10           3. Fertilizer used for sports turf at golf courses shall be applied in accordance with  
11 the recommendations in "Best Management Practices for the Enhancement of Environmental  
12 Quality on Florida Golf Courses", published by the Florida Department of Environmental  
13 Protection, dated January 2007, as may be amended. Fertilizer used at park or athletic fields  
14 shall be applied in accordance with Rule 5E-1.003(2), Florida Administrative Code.

15           Section 17-307. Fertilizer Application Practices.

16           1. As required in Section 17-306 of this Ordinance, spreader deflector shields shall  
17 be used when fertilizing via rotary (broadcast) spreaders. Deflectors must be positioned such  
18 that fertilizer granules are deflected away from all impervious surfaces, fertilizer-free zones and  
19 water bodies, including wetlands. Any fertilizer applied, spilled, or deposited, either intentionally  
20 or accidentally, on any impervious surface shall be immediately and completely removed to the  
21 greatest extent practicable.

22           2. Fertilizer released on an impervious surface must be immediately contained and  
23 either legally applied to turf or any other legal site, or returned to the original or other  
24 appropriate container.

25           3. In no case shall fertilizer be washed, swept, or blown off impervious surfaces into  
26 stormwater drains, ditches, conveyances, or water bodies.

1           4. Property owners and managers are encouraged to use an Integrated Pest  
2 Management (IPM) strategy as currently recommended by the University of Florida Cooperative  
3 Extension Service publications.

4           Section 17-308. Management of Grass Clippings and Vegetative Matter.

5 In no case shall grass clippings, vegetative material, and/or vegetative debris intentionally be  
6 washed, swept, or blown on to or into stormwater drains, ditches, conveyances, water bodies,  
7 wetlands, sidewalks or roadways. Vegetative material may be placed within the roadway right-  
8 of-way, but not over the storm drains, for pickup by the municipality's vegetative waste hauler.

9           Section 17-309. Exemptions.

10 The provisions set forth above in this Ordinance shall not apply to:

11           1. bona fide farm operations as defined in the Florida Right-to-Farm Act, Section  
12 823.14, Florida Statutes.

13           2. other properties not subject to or covered under the Florida Right-to-Farm Act  
14 that have pastures used for grazing livestock.

15           3 any lands used for bona fide scientific research, including, but not limited to,  
16 research on the effects of fertilizer use on urban stormwater, water quality, agronomics, or  
17 horticulture.

18           Section 17-310. Training.

19           1. All commercial and institutional applicators of fertilizer within Palm Beach County  
20 shall abide by and successfully complete the six-hour training program in the "Florida-Friendly  
21 Best Management Practices for Protection of Water Resources by the Green Industries" offered  
22 by the Florida Department of Environmental Protection through the University of Florida/Palm  
23 Beach County Cooperative Extension Service "Florida-Friendly Landscapes" program or an  
24 approved equivalent program.

25           2. Non-commercial and non-institutional applicators not otherwise required to be  
26 certified, such as private citizens on their own residential property, are encouraged to follow the

1 recommendations of the University of Florida/IFAS "Florida-Friendly Landscape Program" and  
2 label instructions when applying fertilizers.

3           Section 17-311. Licensing and Commercial Applicators.

4           1. All businesses applying fertilizer to turf or landscape plants (including, but not  
5 limited to, residential lawns, golf courses, commercial properties, and multi-family and  
6 condominium properties) must ensure that the business owner or his/her designee holds the  
7 appropriate "Florida-Friendly Best Management Practices for Protection of Water Resources by  
8 the Green Industries" training certificate prior to the business owner obtaining a Local Business  
9 Tax Certificate. Owners for any category of occupation which may apply any fertilizer to Turf  
10 and/or Landscape Plants shall provide proof of completion of the program to the City of Boca  
11 Raton. It is the responsibility of the business owner to maintain the "Florida-Friendly Best  
12 Management Practices for Protection of Water Resources by the Green Industries" certificate to  
13 receive their Business Tax Receipt annually.

14           2. After December 31, 2013, all commercial applicators of fertilizer within the City of  
15 Boca Raton, shall have and carry in their possession at all times when applying fertilizer,  
16 evidence of certification by the Florida Department of Agriculture and Consumer Services as a  
17 Commercial Fertilizer Applicator per Rule 5E-14.117(18), Florida Administrative Code.

18           3. All businesses applying fertilizer to turf and/or landscape plants (including, but  
19 not limited to, residential lawns, golf courses, commercial properties and multi-family and  
20 condominium properties) must ensure that at least one (1) employee has an appropriate  
21 "Florida-Friendly Best Management Practices for Protection of Water Resources by the Green  
22 Industries" training certificate prior to the business owner obtaining a Local Business Tax  
23 Certificate. Standard Business Tax Receipt (BTR) and transaction fees shall apply.

24           Section 17-312. Enforcement.

25 The provisions of this Ordinance shall be enforced by (1) the City of Boca Raton Code  
26 Enforcement Board or Special Magistrate pursuant to the authority granted by Section 162.01

1 et. seq., Florida Statutes, as may be amended by the City of Boca Raton through its authority to  
2 enjoin and fine any person violating its Code or Ordinances as provided in Chapter 2, Article III,  
3 Division 3. The Building Official, or designee, may pursue these or any other enforcement  
4 remedies available to and applicable to the City of Boca Raton under applicable law.

5 Section 17-313. Penalties.

6 1. Failure to comply with the requirement of this Ordinance shall constitute a  
7 violation of this Ordinance and each new day the violation exists it is considered a separate  
8 incident. Fines shall be determined by considering the factors set forth at F.S. 162.09, and shall  
9 not exceed the amounts listed in this section of the state law.

10 2. In determining the amount of fines that should be imposed, the Special  
11 Magistrate shall consider the following factors: (1) the gravity of the violation; (2) Any actions  
12 taken by the violator to correct the violation; and (3) Any previous violations committed by the  
13 violator.

14 3. Funds generated by penalties imposed under this Ordinance shall be used by  
15 The City of Boca Raton for the administration and enforcement of F.S. 403.9337, and the  
16 corresponding Sections of this Ordinance, and to further water conservation and nonpoint  
17 pollution prevention activities.

18 Section 17-314. Appeal.

19 Appeals of administrative orders of the Special Magistrate shall be as provided under state law,  
20 which process is set forth in Sec. 2-108 of the City Code of Ordinances.

21 Section 2. If any section, subsection, clause or provision of this ordinance is held  
22 invalid, the remainder shall not be affected by such invalidity.

23 Section 3. All ordinances and resolutions or parts of ordinances and resolutions and  
24 all sections and parts of sections in conflict herewith shall be and hereby are repealed.

25 Section 4. Codification of this ordinance in the City Code of Ordinances is hereby  
26 authorized and directed.

Section 5. This ordinance shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Boca Raton this \_\_\_\_\_  
day of \_\_\_\_\_, 2013.

CITY OF BOCA RATON, FLORIDA

ATTEST:

\_\_\_\_\_  
Susan Whelchel, Mayor

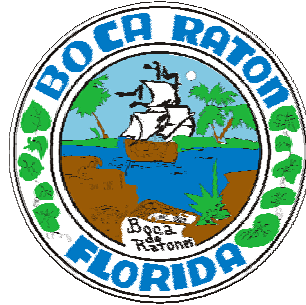
\_\_\_\_\_  
Susan S. Saxton, City Clerk

Approved as to form:

\_\_\_\_\_  
Diana Grub Frieser  
City Attorney

COUNCIL VOTE			
	YES	NO	ABSTAINED
MAYOR SUSAN WHELCHER			
DEPUTY MAYOR SUSAN HAYNIE			
COUNCIL MEMBER ANTHONY MAJHESS			
COUNCIL MEMBER MICHAEL MULLAUGH			
COUNCIL MEMBER CONSTANCE J. SCOTT			





**City of Boca Raton**  
**Interlocal Agreement(s)**

**related to**

**MS4 NPDES Permit No. FLS000018-003**

RECEIVED  
OCT 11 2011

**NPDES THIRD TERM PERMIT  
INTERLOCAL AGREEMENT**

This Interlocal Agreement (the "Agreement") is being entered into by and between NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT, 359 Hiatt Drive, Palm Beach Gardens, Florida 33418 (hereinafter referred to as the "Lead Permittee"), and CITY OF BOCA RATON (hereinafter referred to as "the Co-Permittee").

**WITNESSETH:**

WHEREAS, the United States Environmental Protection Agency (hereinafter referred to as "EPA") on the 9th day of December, 1996, issued its National Pollutant Discharge Elimination System ("NPDES") Permit No. FLS000018 (with it and all such subsequent permits being hereinafter referred to as the "MS4 NPDES Permit") to approximately forty (40) governmental entities designated as the Palm Beach County-Municipal Separate Storm Sewer System ("MS4") Permittees (hereinafter referred to jointly as the "Permittees"); and

WHEREAS, EPA has since delegated its regulatory and enforcement authority relating to the MS4 NPDES Permit to the Florida Department of Environmental Protection ("FDEP"); and

WHEREAS, Section 403.0885, Florida Statutes, established the federally approved state NPDES Program; and

WHEREAS, FDEP Rule 62-4.052, F.A.C., implemented an annual regulatory program and also set fees to effect the legislative intent that FDEP's costs for administering the NPDES Permit be borne by the regulated entities; and

WHEREAS, at or before the expiration of each MS4 NPDES Permit, the Permittees must file a re-application to FDEP for renewal of the MS4 NPDES Permit for a subsequent term; and

WHEREAS, the MS4 NPDES Permits granted by FDEP to the Permittees contain separate obligations and responsibilities for each individual Permittee, as well as obligations and responsibilities that may be performed jointly by the Permittees; and

WHEREAS, due to the number of Permittees and the tasks that must be performed pursuant to each MS4 NPDES Permit, it would be more economically and administratively feasible to allocate duties, responsibilities, and costs associated with the MS4 NPDES Permits pursuant to individual interlocal agreements between each Co-Permittee and the Lead Permittee; and

WHEREAS, the Permittees previously established a 7-member Steering Committee comprised of 2 representatives of large municipalities, 2 representatives of smaller municipalities, 1 representative of special districts, 1 representative from Palm Beach County, and the Lead Permittee, which Committee will continue to coordinate the joint activities required

under the MS4 NPDES Permit, including but not limited to recommending to the Lead Permittee retention of necessary consultants to execute each MS4 NPDES Permit; and

WHEREAS, the parties hereto are authorized pursuant to Chapter 163, Part I, Florida Statutes, as amended, to enter into this Agreement and do hereby adopt, ratify and confirm the provisions and incorporation herein of Subparagraph (9), Section 163.01, Florida Statutes.

NOW, THEREFORE, in accordance with Chapter 163, Part I, Florida Statutes, as amended, the undersigned parties, for and in consideration of the mutual benefits set forth herein, do hereby enter into this Agreement and represent, covenant, and agree with each other as follows:

### **SECTION ONE** **REPRESENTATIONS**

1.01. Recitals. The recitals and representations as set forth hereinabove are true and correct to the best of the knowledge of the parties and are incorporated herein by this reference.

### **SECTION TWO** **DESIGNATION OF PARTIES**

2.01. Lead Permittee. Northern Palm Beach County Improvement District is hereby designated as the Lead Permittee for the purposes of this Agreement and each MS4 NPDES Permit.

2.02. Co-Permittee. The City of Boca Raton is hereby designated as a Co-Permittee for the purposes of this Agreement and each MS4 NPDES Permit.

### **SECTION THREE** **TERM OF AGREEMENT**

3.01. Agreement Term. The term of this Agreement begins as of the date it is signed by the last of the parties, and shall continue from year to year, subject to the annual Funding Year (as hereinafter defined) renewal process set forth in following Section 3.03, unless otherwise terminated in accordance with other provisions of this Agreement. The parties to this Agreement shall undertake a mutual review of this Agreement during the final year of the term of each Permit.

3.02. Funding Year. The term "Funding Year" is defined as a fiscal year beginning on October 1 and ending on September 30.

3.03. Renewal. This Agreement shall be automatically renewed as of the beginning date of each Funding Year and continue in full force and effect from Funding Year to Funding Year, unless: (i) a party to this Agreement provides written notice of non-renewal to the other party at least thirty (30) days prior to the end of the then-current Funding Year, or (ii) the Agreement has been previously terminated as provided herein.

**SECTION FOUR**  
**SCOPE OF WORK AND ALLOCATION OF DUTIES AND OBLIGATIONS**

**4.01. Allocation of Duties and Obligations**

(i) The Lead Permittee shall be responsible for those duties and obligations which are specifically identified and delineated in Exhibit "A" which is attached hereto and incorporated herein (the "Lead Permittee Services"). The Lead Permittee Services may be revised from time to time as required by the MS4 NPDES Permit. Any such revisions shall be agreed to in writing by the Co-Permittee and incorporated into Exhibit "A" and made a part of this Agreement. All revisions to Exhibit "A" shall be attached sequentially to the original Agreement so that all modifications to the Lead Permittee Services that occur over time may be determined.

(ii) The Co-Permittee shall be responsible for such other duties and obligations which are specifically identified as being its individual responsibility in the MS4 NPDES Permit.

**4.02. Modifications to MS4 NPDES Permit**

In accordance with Section 403.067, Florida Statutes, NPDES permits must be consistent with the requirements of adopted TMDLs. A MS4 NPDES Permit may be reopened and revised during its term to adjust effluent limitations or monitoring requirements should future adopted TMDL, water quality studies, FDEP-approved changes in water quality standards, or other information show a need for a different limitation or monitoring requirement. It is understood and agreed that any other changes, modifications, revisions, or additions to the terms of the MS4 NPDES Permit made subsequent to the Effective Date of this Agreement are expressly excluded from and not a subject of this Agreement unless and until incorporated herein by written agreement of the parties.

**SECTION FIVE**  
**BUDGET AND FUNDING**

**5.01. Administrative Procedures.** The procedures to be followed by the Lead Permittee regarding the collection, management and disbursement of the Co-Permittee payments are set forth in a resolution titled "Resolution of the Board of Supervisors of Northern Palm Beach County Improvement District Approving the NPDES Steering Committee Administrative Procedures for Collection, Management and Disbursement of NPDES Interlocal Agreement Funds" (the "Resolution"), which was adopted by the Lead Permittee, a copy of which is attached hereto as Exhibit "B."

Section 2 of the Resolution incorporates by reference the "NPDES Steering Committee Administrative Procedures for Collection, Management and Disbursement of NPDES Interlocal Agreement Funds" (the "Procedures") which are incorporated into this Agreement and are to be

followed by the parties to this Agreement.

The Resolution and the Procedures may be amended from time to time upon the approval of the NPDES Steering Committee and the Lead Permittee. However, the Co-Permittee shall be given a minimum of 60 days advance written notice of any proposed amendments to the Resolution or the Procedures, and shall be afforded the opportunity to offer comments to the Lead Permittee and/or the NPDES Steering Committee prior to any action being taken on said proposed amendments. Any amendment that is incorporated into this Agreement shall also be agreed to in writing by the Co-Permittee.

5.02. Annual Budget. Since this Agreement is anticipated to be renewed for a number of Funding Years, the parties acknowledge that it is not in their respective best interests to project the potential costs the Lead Permittee may be required to incur for future Funding Years in order to carry out the Lead Permittee Services. Therefore, the parties agree to arrive at a mutually acceptable payment amount on a per Funding Year basis in order to more accurately calculate the amount that will be required to be paid by the Co-Permittee to the Lead Permittee for the provision of Lead Permittee Services during each Funding Year.

5.03. Prior Funding. The parties agree that any surplus funds previously paid by the Co-Permittee to the Lead Permittee pursuant to any prior interlocal agreement it has entered into with the Lead Permittee involving a MS4 NPDES Permit shall be applied to and used for the provision of Lead Permittee Services during the next Funding Year period.

5.04. First Funding Year Payment. In addition to the surplus funds referenced in Section 5.03 above, the parties agree that for the upcoming 2011/2012 Funding Year, the Co-Permittee has paid the Lead Permittee the sum of THIRTY-ONE THOUSAND SEVEN HUNDRED ELEVEN AND NO/100 (\$31,711.00) DOLLARS, which sum represents payment of both the Lead Permittee's Services for the upcoming Funding Year of this Agreement and the ten percent (10%) Reserve Fund Contingency required pursuant to Section 5.05.

5.05. Reserve Contingency. The parties acknowledge that each Funding Year payment will include a ten percent (10%) reserve fund contingency (the "Reserve Fund Contingency") for unexpected additional costs and expenses incurred in the preparation and implementation of a MS4 NPDES Permit.

5.06. Current Funding. The parties believe that the funding specified in above Section 5.04 will be sufficient to satisfy the current MS4 NPDES Permit requirements for the 2011/2012 Fiscal Year unless unexpected additional costs and expenses of the nature described in following Section 6.03 are incurred.

5.07. Future Funding Year Payments. The parties: (i) acknowledge that on or before January 31, 2011, the Lead Permittee provided a budget to the Steering Committee of the amount the Permittees will each be requested to pay during the next Funding Year, and (ii) agree that all subsequent Funding Year budget estimates will be provided on or about January 31st of each following year. The Lead Permittee and Co-Permittee shall have until July 31<sup>st</sup> of each year to

arrive at a mutually acceptable dollar amount to be paid by the Co-Permittee to the Lead Permittee for the immediately upcoming Funding Year, which shall be paid pursuant to Section Six of this Agreement. If the parties cannot agree upon a mutually acceptable dollar amount by the aforementioned deadline, this Agreement shall be deemed terminated unless otherwise agreed to in writing by and between the parties.

5.08. Final Funding Year of a MS4 NPDES Permit Term. It is assumed that during the last Funding Year of the term of each MS4 NPDES Permit, the Permittees and FDEP will commence to negotiate the provisions of the next MS4 NPDES Permit. As a result, allocation of the Scope of Services that are required to be provided hereunder may be modified. Due to this uncertainty, each party's duties and obligations hereunder, together with the funding process for provision of Lead Permittee Services, will be reexamined during the last Funding Year of the term of each MS4 NPDES Permit.

5.09. Separate Co-Permittee Expenses. In addition to the payments required to be paid by the Co-Permittee to the Lead Permittee pursuant to Sections 5.03 through 5.07, the Co-Permittee shall be responsible for all other costs and expenses relating to its individual duties and obligations under a MS4 NPDES Permit, including, but not limited to: (1) all costs of the Co-Permittee's preparation and submittal of such of its own individual annual report(s) that may be separately required by a MS4 NPDES Permit, (2) costs of all monitoring that may be the Co-Permittee's individual responsibility, (3) costs of gathering, compiling, coordinating, and submitting all necessary data that may be individually required of the Co-Permittee by a MS4 NPDES Permit, and (4) all other costs of carrying out any other individual responsibility of the Co-Permittee according to the requirements of a MS4 NPDES Permit.

## SECTION SIX PAYMENT PROCEDURE

The Co-Permittee agrees to pay each of its Funding Year payments as follows:

6.01. First Funding Year. The First Funding Year payment for the current MS4 NPDES Permit Term will be paid in either a single lump sum payment on or before November 15, 2011 or in twelve (12) equal monthly installments commencing on October 15, 2011, and thereafter on the 15th day of each subsequent month during the First Funding Year (such payment dates being hereinafter referred to as "Payment Due Date(s)"). In addition, an alternative payment schedule allowing for quarterly payments, pursuant to the Procedures found herein may be utilized by the Co-Permittee, unless and until such time as the Procedures are amended to eliminate said alternate payment schedule. The initial Funding Year for all future MS4 NPDES Permits shall be referred as the First Funding Year.

6.02. Subsequent Funding Year Payments. Once a Funding Year payment amount has been agreed upon, the Co-Permittee may, at its option, pay the entire agreed-upon amount in a single lump sum on or before November 15 of that particular Funding Year, or in twelve (12) equal monthly installments commencing on October 15th of that Funding Year and thereafter on the 15th day of each subsequent month during that Funding Year (such payment dates also being hereinafter referred to as "Payment Due Date(s)"). In addition, an alternative payment schedule



allowing for quarterly payments, pursuant to the Procedures found herein may be utilized by the Co-Permittee, unless and until such time as the Procedures are amended to eliminate said alternate payment schedule.

6.03. Additional Costs. Since it is possible that following the parties' agreement as to a particular Funding Year's payment amount, unexpected additional costs and expenses may arise which will need to be paid in order for the Lead Permittee to carry out its Lead Permittee Services for that Funding Year, the parties agree as follows:

(i) If the Lead Permittee determines that unexpected additional costs and expenses must be incurred in order for it to timely provide its Lead Permittee Services, the Lead Permittee shall promptly notify the Co-Permittee, in writing, of the nature and estimated amount of the Co-Permittee's allocable share of these unexpected additional costs and expenses, as well as the Lead Permittee's intent to draw down funds from the Co-Permittee's Reserve Fund Contingency in order to pay said Co-Permittee's allocable share of the unfunded and unexpected additional costs and expenses.

(ii) If the Co-Permittee's allocable share of the unexpected additional costs and expenses exceeds the amount held in the Co-Permittee's Reserve Fund Contingency account, the Lead Permittee shall address the need for such excess amount in the above subparagraph (i) notice to the Co-Permittee. The Lead Permittee and Co-Permittee shall then attempt to negotiate a payment procedure for the unfunded and unexpected additional costs and expenses.

(iii) If the Lead Permittee and Co-Permittee agree as to the need and amount of the unfunded and unexpected additional costs and expenses, their agreement shall be reduced to writing. The agreed upon unfunded and unexpected additional costs and expenses shall be paid either by a lump sum payment within thirty (30) days of their agreement in writing or divided by the remaining months of that particular Funding Year and paid to the Lead Permittee in equal monthly installments for the remainder of the subject Funding Year.

(iv) If the Lead Permittee and Co-Permittee are not able to timely agree as to the need and/or amount of the unfunded and unexpected additional costs and expenses, the Lead Permittee may suspend or terminate this Agreement, at its sole discretion, following the provision of thirty (30) days prior written notice to the Co-Permittee.

6.04. Failure to Pay. Unless otherwise agreed to in writing by and between the parties hereto, if a Funding Year payment or agreed upon unfunded and unexpected additional costs and expenses payment is not timely paid within thirty (30) days of a Payment Due Date, the duties and obligations assumed by the Lead Permittee under the terms of this Agreement may be suspended and/or terminated by the Lead Permittee, at its sole discretion, following the provision of thirty (30) days prior written notice to the Co-Permittee unless cured by the Co-Permittee by payment in full of the omitted payment within said thirty (30) day notice time period.

## SECTION SEVEN OPTION TO TERMINATE

7.01. Termination. Either party to this Agreement shall have the right to terminate this Agreement at will and without cause, provided that the party wishing to terminate the Agreement must provide thirty (30) days prior written notice to the other party of said terminating party's decision to terminate this Agreement. Said termination shall not be effective until said thirty (30) day prior notice period has elapsed (the "Termination Date"). In addition to the aforementioned termination rights, the Agreement may be terminated as provided in Sections 5.07, 6.03(iv), and 6.04.

7.02. Effect of Termination. In the event of termination of this Agreement by the Co-Permittee, the Co-Permittee shall thereupon be individually and solely responsible for all requirements of the applicable MS4 NPDES Permit which are designated therein as the individual responsibility of said Co-Permittee. Thereafter, the Lead Permittee and other Permittees shall not be responsible for said terminating Co-Permittee's individual obligations under the applicable MS4 NPDES Permit.

7.03. Costs and Expenses. Irrespective of which party elects to terminate this Agreement or in the event of a failure to pay by the Co-Permittee to the Lead Permittee the amounts due under and pursuant to the terms of this Agreement, the parties agree that any costs and expenses previously incurred or obligated to be paid by the Lead Permittee as of the Termination Date shall still be due and owing and the right to collect said amount(s) shall survive termination of this Agreement.

7.04. Refunds. The parties acknowledge that the Lead Permittee anticipates entering into contracts with one or more consultants or contractors for the provision of services required in order for the Lead Permittee to provide some or all of its Lead Permittee Services. Since the Co-Permittee's payments under this Agreement represent only a portion of what the Lead Permittee will have to pay its consultants and contractors for their services, the Co-Permittee will not be entitled to receive a refund from the Lead Permittee for any monies that the Co-Permittee has previously paid pursuant to this Agreement unless the Lead Permittee is able to obtain a reduction in its contractual obligations with its consultants or contractors as a result of the termination of this Agreement. In that event, the Lead Permittee shall be obligated to reimburse the Co-Permittee for its allocable share of the amount of such reduction in costs and expenses.

7.05. Documentation and Data. In the event this Agreement is cancelled or terminated, all documentation and data previously collected by the Lead Permittee in accordance with its duties and obligations as assumed herein, shall be made available to the Co-Permittee.

## SECTION EIGHT ENFORCEMENT, VIOLATIONS, AND/OR DEFAULT

8.01. Enforcement. The designation herein of the Lead Permittee is not intended nor shall it be construed as authorizing, granting or permitting the Lead Permittee to accept or assume any powers of enforcement of the applicable MS4 NPDES Permit as to the other party.

8.02. Violations. Neither party to this Agreement shall be deemed to have assumed any liability for any negligent or wrongful acts or omissions of the other party, and in no event shall

any of the provisions of this Agreement be construed as a waiver by either party of its sovereign immunity rights or of the liability limits established in Section 768.28, Florida Statutes.

8.03. Dispute Resolution Process. Any dispute or conflict between the parties that arises from any of the terms or conditions of this Agreement, including any exhibits thereto, shall be presented in writing by the complaining party to the other party. The parties' representatives shall then meet to discuss the disputed issues and attempt in good faith to resolve the dispute or conflict prior to either party initiating the intergovernmental conflict resolution process per Ch. 164, F.S., or litigation or any other formal dispute resolution process.

## **SECTION NINE** **MISCELLANEOUS PROVISIONS**

9.01. Notices. All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and shall be (as elected by the person giving such notice) hand delivered by prepaid express overnight courier or messenger service, telecommunicated (including telex, facsimile, telegraphic, or electronic mail (e-mail) communication) with confirmation of receipt, or mailed by registered or certified mail (postage prepaid), return receipt requested, to the following addresses:

As to Lead Permittee:      Northern Palm Beach County Improvement District  
359 Hiatt Drive  
Palm Beach Gardens, Florida 33418  
Attn: Executive Director  
Phone: (561) 624-7830  
Fax: (561) 624-7839

With a copy to:              Betsy S. Burden, Esq.  
Caldwell Pacetti Edwards Schoech & Viator LLP  
One Clearlake Centre  
250 South Australian Avenue, Suite 600  
West Palm Beach, Florida 33401  
Phone: (561) 655-0620  
Fax: (561) 655-3775

As to Co-Permittee:        City of Boca Raton  
2500 NW 1<sup>st</sup> Avenue  
Boca Raton, FL 33431  
Attn: Anthony Puerta  
Phone: (561) 416-3402  
Fax: (561) 416-3418

9.02. Entire Agreement. This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof.

9.03. Construction. The preparation of this Agreement is considered a joint effort of

the parties and accordingly this Agreement shall not be construed more severely against one of the parties than the other.

9.04. Discrimination. The Lead Permittee and the Co-Permittee agree that no person shall on the grounds of race, color, sex, national origin, disability, religion, ancestry, or marital status be excluded from the benefits of or be subjected to any form of discrimination under any activity carried out by the performance of this Agreement.

9.05. Binding Effect. All of the terms and provisions of this Agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, successors, and permitted assigns.

9.06. Assignability. The responsibility for carrying out any task assumed by a party to this Agreement, but not the obligation to pay, may be assigned by the party upon receipt of written approval from the other party, which approval shall not be unreasonably withheld.

9.07. Severability. If any part of this Agreement is contrary to, prohibited by or deemed invalid under applicable law or regulation, such provision shall be inapplicable and deemed omitted to the extent so contrary, prohibited or invalid, but the remainder hereof shall not be invalidated thereby and shall be given full force and effect so far as possible, unless the prohibited or invalid provision reduces the payment obligations of the Co-Permittee, in which event this Agreement may be thereupon terminated by the Lead Permittee.

9.08. Governing Law and Venue. This Agreement and all transactions contemplated by this Agreement shall be governed by, and construed and enforced in accordance with, the internal laws of the State of Florida without regard to any contrary conflicts of laws principle. Venue of all proceedings in connection herewith shall be exclusively in the Fifteenth Judicial Circuit in and for Palm Beach County, Florida, and each party hereby waives whatever their respective rights may have been in the selection of venue.

9.09. Headings. The headings contained in this Agreement are for convenience of reference only, and shall not limit or otherwise affect in any way the meaning or interpretation of this Agreement.

9.10. Remedies. The failure of any party to insist on a strict performance of any of the terms and conditions hereof shall be deemed a waiver of the rights or remedies that the party may have regarding that specific instance only, and shall not be deemed a waiver of any subsequent breach or default in any terms and conditions.

9.11. NPDES Permit. If there is any inconsistency between the terms of this Agreement and the applicable MS4 NPDES Permit, then the applicable MS4 NPDES Permit shall preempt, supersede, and control the provisions of this Agreement.

9.12. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

9.13. Clerk of Court. A copy of this Agreement shall be filed with the Clerk of the Circuit Court of the Fifteenth Judicial Circuit, in and for Palm Beach County, Florida.

9.14. Termination of Prior Agreements. All previous interlocal agreements entered into between the parties to this Agreement regarding the application or execution of a MS4 NPDES Permit shall terminate as of the Effective Date of this Agreement.

9.15. Effective Date. This Agreement shall be effective as of the date it is filed with the Clerk of the Circuit Court of the Fifteenth Judicial Circuit, in and for Palm Beach County, Florida.

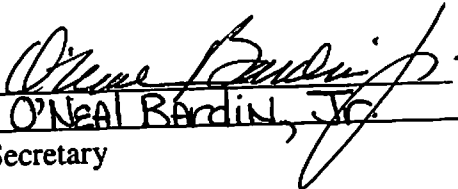
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IN WITNESS WHEREOF, the parties have set their hand and seals the day and year hereafter written.

EXECUTED by Lead Permittee this 27<sup>th</sup> day of July, 2011.

ATTEST:

NORTHERN PALM BEACH COUNTY  
IMPROVEMENT DISTRICT

By:   
O'NEAL BARDIN, JR.  
Secretary


By:   
Print ADRIAN M. SALEE  
Title: VICE-PRESIDENT


[DISTRICT SEAL]

EXECUTED by Co-Permittee this 1<sup>st</sup> day of July, 2011.

ATTEST:

CITY OF BOCA RATON

By:   
SUSAN S. SAXTON, City Clerk

By:   
Print: SUSAN WHELCHL  
Title: MAYOR

[SEAL]

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By: 



## **EXHIBIT "A"**

### **LEAD PERMITTEE RESPONSIBILITIES**

The responsibilities of the Lead Permittee as to the implementation and execution of the MS4 NPDES Permit No. FLS000018 are generally as follows:

- I. The timely preparation, coordination, and execution of interlocal agreements necessary to establish and implement the joint activities required by the Permit.
- II. The timely preparation, coordination, and submittal to FDEP each year during the term of this Agreement, of an annual report describing the activities carried out jointly to fulfill requirements in the permit.
- III. The timely preparation, coordination, and distribution of standardized forms and guidance documents as approved by NPDES Steering Committee to assist permittees in carrying out the terms of the MS4 NPDES Permit.
- IV. The timely preparation, coordination, and execution of a countywide public education and outreach program required by Part III.A.6, Part III.A.7.e. and Part III.A.7.f. as approved by the NPDES Steering Committee.
- V. The timely preparation and coordination of training materials to fulfill the requirements of Part III.A.6, Part III.A.7.c, Part III.A.7.d., Part III.A.9.b, and Part III.A.9.c of the MS4 NPDES permit, as approved by the NPDES Steering Committee.
- VI. The timely preparation, coordination, and submittal to FDEP of major watershed pollutant load estimates required by Part V.A. of the MS4 NPDES Permit.
- VII. The timely preparation, coordination, and execution of a monitoring program required by Part V.B. of the MS4 NPDES Permit.
- VIII. The timely coordination, assessment, monitoring, and execution of activities associated with FDEP's Total Maximum Daily Load (TMDL Program) as required by Part VIII.
- IX. The preparation and coordination of all MS4 NPDES Steering Committee workshops and meetings.
- X. The timely remittance of all necessary permit fees to FDEP, subject to the timely and sufficient collection of same for all other permittees.

The Lead Permittee Services described herein may be revised from time to time as required by each MS4 NPDES Permit, as agreed to in writing between the MS4 NPDES Steering

Committee and Northern Palm Beach County Improvement District, which revisions shall be incorporated herein and made a part of this agreement.

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EXHIBIT "B"

**RESOLUTION NO. 2011-04  
RESOLUTION OF THE BOARD OF SUPERVISORS OF  
NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT  
APPROVING THE NPDES STEERING COMMITTEE ADMINISTRATIVE  
PROCEDURES FOR COLLECTION, MANAGEMENT AND DISBURSEMENT  
OF NPDES INTERLOCAL AGREEMENT FUNDS.**

**WHEREAS, NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT ("Northern") is an independent special district duly organized and validly existing under the Constitution and the Laws of the State of Florida, including applicable provisions of Chapter 298, Florida Statutes, and Chapter 59-994, Laws of Florida, as amended and/or supplemented; and**

**WHEREAS, the United States Environmental Protection Agency issued its National Pollutant Discharge Elimination System Permit No. FLS000018 (the "MS4 NPDES Permit") which is applicable to a number of governmental entities located in Palm Beach County, including Northern; and**

**WHEREAS, the Co-Permittees who make up the governmental bodies subject to the NPDES Permit have nominated and appointed Northern as the "Lead Permittee" for the purposes of assisting all Co-Permittees in the collection of general data required to be collected pursuant to the MS4 NPDES Permit and submission of reports to the Florida Department of Environmental Protection and the United States Environmental Protection Agency; and**

**WHEREAS, the Lead Permittee, Northern, is entering into separate Interlocal or Joint Participation Agreements with each of the Co-Permittees, which Agreements set forth the parties' respective duties and obligations regarding fulfillment of the terms and conditions of the MS4 NPDES Permit; and**

**WHEREAS, a seven member NPDES Steering Committee has been selected by the Co-Permittees, which Steering Committee is comprised of two (2) representatives of large municipalities, two (2) representatives of smaller municipalities, one (1) representative of special districts, one (1) representative for Palm Beach County, and the Lead Permittee; and**

**WHEREAS, on January 19, 2011 the NPDES Steering Committee, in order to provide a level of accountability and fiscal control for the benefit of all NPDES Co-Permittees as it relates to the Interlocal and/or Joint Participation Agreements being entered into between Northern and each Co-Permittee, adopted Administrative Procedures for the collection, management and disbursement of NPDES Interlocal Agreement Funds, a true and correct copy of which is attached hereto and identified as the NPDES Steering Committee Administrative Procedures; and**

**WHEREAS, Northern has been requested to adopt and comply with the aforementioned NPDES Steering Committee Administrative Procedures for purposes of**

administering the funds to be paid to it pursuant to each NPDES Interlocal or Joint Participation Agreement.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Northern Palm Beach County Improvement District as follows:

1. Northern Palm Beach County Improvement District does hereby adopt and agree to comply with the terms and conditions of the NPDES Steering Committee Administrative Procedures.

2. That Northern Palm Beach County Improvement District does hereby incorporate by reference the NPDES Steering Committee Administrative Procedures into each NPDES Interlocal and/or Joint Participation Agreement that it enters into with a Co-Permittee.

3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

4. This resolution shall take effect immediately upon its adoption.

THIS RESOLUTION PASSED AND WAS ADOPTED THE 23RD DAY OF FEBRUARY, 2011.

(DISTRICT SEAL)

NORTHERN PALM BEACH COUNTY  
IMPROVEMENT DISTRICT

ATTEST:

  
O'Neal Bardin, Jr., Secretary

BY:

  
Ronald M. Ash, President

**NPDES STEERING COMMITTEE ADMINISTRATIVE PROCEDURES  
FOR COLLECTION, MANAGEMENT AND DISBURSEMENT  
OF NPDES INTERLOCAL AGREEMENT FUNDS**

The NPDES Steering Committee (which is comprised of two (2) representatives of large municipalities, two (2) representatives of smaller municipalities, one (1) representative of special districts, one (1) representative for Palm Beach County, and the Lead Permittee), has adopted the following administrative procedures in order to provide a level of accountability and fiscal control for the benefit of the NPDES Co-Permittees.

The administrative procedures adopted by the Steering Committee are as follows:

1. Alternative NPDES Interlocal Agreement Payment Schedules. In addition to the two (2) payment options set forth in Paragraphs 6.01 and 6.02 of the NPDES Interlocal Agreement, a Co-Permittee shall also be entitled to elect to pay the annual Funding Year payments on an equal quarterly installment basis. If this additional payment option is selected by a Co-Permittee, the quarterly payments for the First Funding Year are required to be paid on or before October 1, 2010, January 1, 2011, April 1, 2011 and July 1, 2011, with all future Funding Year quarterly payments to be paid in accordance with the same quarterly payment schedule.

NPBCID will be issuing one (1) invoice to each Co-Permittee for its annual Funding Year payment amount, following which the Co-Permittee shall then have thirty (30) days from the date of receipt of the invoice within which to select one of the three (3) payment options and to make its initial payment in accordance with the option so selected.

2. Income and Disbursement Accounting Documentation.

(A) A quarterly income and disbursement report shall be prepared by NPBCID. The report shall be delivered to the Steering Committee within forty-five (45) days following the end of each Funding Year quarter and thereafter distributed by the Steering Committee to the representative(s) of each Co-Permittee as identified in the NPDES Interlocal Agreements.

(B) The quarterly income and disbursement report shall be prepared by NPBCID in accordance with the format set forth in attached Attachment "A."

3. Budget Accounting Documentation. A quarterly budget accounting report shall be prepared by NPBCID. The report shall be delivered to the Steering Committee within forty-five (45) days following the end of each Funding Year quarter and thereafter distributed by the Steering Committee to the representative(s) of each Co-Permittee as identified in the NPDES Interlocal Agreement.

4. Reserve Fund Contingency Expenditures. Prior to any expenditures by NPBCID of funds contained in the Reserve Fund Contingency account identified in the NPDES Interlocal Agreement, NPBCID shall be required to subject its request to the Steering Committee members and receive approval from a super-majority of at least five (5) of the Steering Committee members.

5. Unexpected Additional Costs and Expenses. Prior to NPBCID incurring an obligation that will require a Co-Permittee to pay unexpected additional costs and expenses exceeding the amount held in the Reserve Fund Contingency, NPBCID shall be required to submit to the Steering Committee the nature of the event and the amount of the unexpected additional cost and expense. Upon receipt of such notification, the Steering Committee shall present the matter to the Co-Permittees at the next regularly scheduled Steering Committee NPDES meeting (unless it is an emergency matter in which event a special meeting will be promptly scheduled and notice given to all Co-Permittees) for consideration and vote by those representatives of the Co-Permittees present at the meeting. An affirmative vote by a simple majority (i.e., over fifty percent) of those representatives of the Co-Permittees present at the meeting (with only one (1) representative of each Co-Permittee being entitled to vote on the matter at issue) will be required before NPBCID is authorized to incur the subject unexpected additional costs and expenses.

6. NPDES Interlocal Agreement Budget Adoption Process. All future NPDES Interlocal Agreement Funding Year budgets shall be adopted in accordance with the following procedure:

(A) On or before January 31<sup>st</sup> of each Funding Year, NPBCID shall prepare and present to the Steering Committee a proposed budget for the next Funding Year.

(B) The Steering Committee shall consider the proposed next Funding Year budget at a regular Steering Committee meeting and open the matter to discussion by those Co-Permittee representatives present and attending the meeting.

(C) Adoption of the next Funding Year's budget shall require the approval of a super-majority of at least five (5) members of the Steering Committee.

(D) As a part of the Steering Committee's consideration of the next Funding Year's budget and calculation of each Co-Permittee's allocable share and responsibility for the funding of the budget, the Steering Committee may consider the application of any existing surplus funds as a credit towards each Co-Permittee's allocable funding shares. "Surplus funds" for the purpose of this administrative guideline may include unexpended and unencumbered present Funding Year funds or Reserve Fund Contingency amounts, plus accrued interest thereon, if any.



(F) The Steering Committee shall also be responsible for approving, by a simple majority of those Steering Committee members in attendance (provided there is a quorum) at a Steering Committee meeting, line item budget transfers.

APPROVED AND ADOPTED THIS 19<sup>TH</sup> DAY OF JANUARY, 2011.

ATTACHMENT "A"

NPDES QUARTERLY INCOME AND DISBURSEMENT REPORT  
FISCAL YEAR \_\_\_\_\_  
FOR PERIOD \_\_\_\_\_ TO \_\_\_\_\_

CASH ON HAND (date)

XXX.XXX.XX

REVENUE: \_\_\_\_\_ TO \_\_\_\_\_

AGREEMENT FEES

XXX.XXX.XX

TOTAL REVENUES

XXX.XXX.XX XXX.XXX.XX

TOTAL CASH AND REVENUES AVAIL  
FOR EXPENDITURES

XXX.XXX.XX

EXPENDITURES PAID DURING \_\_\_\_\_ TO \_\_\_\_\_

ENGINEERING

X.XX

OTHER PROFESSIONAL FEES

X.XX

MISCELLANEOUS EXPENSES

X.XX

GOVERNMENTAL REGISTRATION FEES

X.XX

LEGAL

X.XX

TOTAL EXPENDITURES

X.XX X.XX

FUND BALANCE AT (date)

XXX.XXX.XX

RESERVE FOR CONTINGENCIES

-XX.XXX.XX

UNRESERVED FUND BALANCE

XXX.XXX.XX



# **Summary Report**

**Land Development Regulations and Municipal Code Review  
for Opportunities to Reduce the Water Quality Impacts of Stormwater Runoff  
Resulting from Development or Significant Redevelopment Activities**

**2012**

## Background

The 3<sup>rd</sup> Term MS4 NPDES Permit for Palm Beach County permittees requires that each permittee do the following:

Conduct an inter-departmental review of the permittee's current local codes and land development regulations to identify potential changes to existing codes or regulations that will further reduce the stormwater impact of new development and areas of significant redevelopment. In particular, focus on changes to the code that will promote:

- reductions in impervious surfaces,
- the use of swales,
- the incorporation of low impact development principles,
- reduction in flow and volume of stormwater,
- increase in natural hydrology, and
- adherence to the principles of the Florida Yards and Neighborhoods program in new landscaping.

## LDR and Code Sections Reviewed

Chapter	Title
Chapter 17	Utilities
Chapter 19	Buildings and Building Regulations
Chapter 20	Environmental Protection
Chapter 21	Flood Damage Prevention and Protection
Chapter 23	Planning and Development
Chapter 25	Streets and Sidewalks
Chapter 26	Subdivision Regulations
Chapter 27	Vegetation
Chapter 28	Zoning

The City's current Land Development Regulations already do a good job of promoting the objectives stated above. The City allows for reduced parking requirements, reduced pavement widths, higher densities, reduced traffic performance standards and encourages mass transit and credits efforts to take vehicle trips off the road.

Nonethelss, this code review resulted in some minor recommended changes that may allow the City to more consistently carry out its Stormwater Management Program for compliance with its MS4 NPDES permit.

## Recommendations Summary

The following changes to the **Code of Ordinances of Boca Raton, Florida** are proposed:

### **Part II – Code of Ordinances**

#### **Subpart A – Administrative Code**

##### **Chapter 17 – Utilities**

###### **Article IX. (Stormwater Discharge Regulations)**

**Sec. 17-253 (Definitions):** Consider adding the definitions for Municipal Separate Storm Sewer System (MS4) and National Pollutant Discharge Elimination System (NPDES).

#### **Subpart B – Land Development Code**

##### **Chapter 19 – Buildings and Building Regulations**

###### **Article II. (Administration)**

###### **Division 3. (Permits)**

**Sec. 19-92 (Application Generally):** Consider adding “(6) All projects, regardless of size, that involve excavation, land clearing, or otherwise disturb the earth, are required to provide site erosion and sedimentation control measures to prevent sediment runoff from leaving the site.

##### **Chapter 21 – Flood Damage Prevention and Protection**

###### **Article III. (Flood Damage Prevention and Floodplain Management Regulations)**

###### **Sec. 21-56 (Flood Hazard Reduction in Areas of Special Flood Hazard)**

**(e):** Consider revising the language to delete the words “minimize or”

**(f):** Consider prohibiting on-site waste disposal systems in areas of special flood hazard, or at least, consider revising the language to replace the word “avoid” with “prevent”

##### **Chapter 23 – Planning and Development**

###### **Article III. (Plan and Permit Review and Requirements)**

###### **Sec. 23-61 (Determination of Vested Development Rights)**

**(4) (Xeriscape):** Consider replacing references to Xeriscape with references to Florida Friendly Landscaping practices.

###### **Article IV. (Development Regulations)**

###### **Division 1. (Generally)**

**Section 23-86 (Purpose):** Consider including a stormwater management reference in this sections, since this Division of the Code does discuss drainage/stormwater management.

**Section 23-86.1 (Definitions):** Consider further refining the definition of “Utility Service Area” so as to differentiate between the water/sewer and stormwater utilities service areas.

###### **Section 23-87 (Construction Plans for Public Utility, Roadway and other Public Improvements)**

**(3)(c)** Consider deleting this item and replacing it with “Upon completion of constructed improvements, applicant shall provide record information as stipulated in the City’s Engineering Design Standards Manual.”

**Division 3** (*Drainage*)

**Section 23-141** (*Requirements; Penalty*): Consider including or referencing other drainage system (stormwater management system) requirements or SFWMD requirements, etc. Section only touches on retention of 1-inch of runoff (not more). House pad protection levels? Roadway protection levels? Parking protection levels? If connecting to City’s MS4, do connection fees apply? Is connected area subject to recurring Stormwater Utility fees?

**Division 4** (*Sidewalks and Bikeways*)

**Section 23-161** (*Definitions*): In the definition of “Pathway” consider deleting the word “asphalt” so that other materials (such as mulch or paver stones) may meet the definition of pathway. In the definition of “Sidewalk” consider deleting the word “concrete” so other materials beside concrete (such as paver bricks, etc.) may meet the definition.

**Division 5** (*Driveways and off-Street Parking Facilities, Access Control, Etc.*)

**Section 23-189** (*Single-Family and Duplex Residential Driveways*): Consider lowering or eliminating the minimum width criteria. Why require a 12-foot width if a 10-foot is deemed sufficient by the property owner/building?

**Article V.** (*Land Clearing, Dredging and Filling*)

**Division 2.** (*Permit*)

**Section 23-282** (*Application, Compliance*): Consider including language that refers to the requirement that erosion and sedimentation control must be carried on throughout the clearing, dredging and/or filling process, to prevent discharge from the site.

**Section 23-283** (*Violations*): Consider including language that references non-compliance with the stormwater code that prohibits discharge into the City’s MS4.

**Chapter 25 – Streets and Sidewalks**

**Article I.** (*In General*)

**Sec. 25-3** (*Storage of Materials on Streets, Sidewalks*): Consider adding language that specifically prohibits the storage (even temporary) of any material that could be entrained in stormwater runoff and be conveyed offsite and/or into the stormwater system.

**Article IV.** (*Rights-of-Way Construction and Administration*)

**Division 4.** (*Construction and Restoration*)

**Sec. 25-227** (*Manner of Construction*): Consider adding language that specifies construction must conform to Federal, State and Local requirements concerning erosion and sedimentation control at construction sites.

#### **Division 7. (Swale Areas)**

**Sec. 25-251 (Maintenance of Swale Area)** and **Sec. 25-252 (Maintenance)**: Consider combining these two Sections. Consider adding language that prohibits the filling of swales or otherwise impacting the design function of the swales.

#### **Sec. 25-254 (Reconstruction or Repair by the City)**

(1): Consider revising the first sentence to include stormwater system in addition to water and sewer lines. Consider stating that restoration will be in conformance with the original design or the customary or historical intent of the swale.

Consider more stringent conformance language so the swales are better protected and preserved within the City.

### **Chapter 26 – Subdivision Regulations**

#### **Article I. (In General)**

##### **Sec. 26-8 (Drainage)**

(1): Consider adding the word “swale” to the list of drainage features that may not be altered without a permit.

(3): Consider replacing the word “disposal” with the word “management” and deleting “and in conformance with the city’s master secondary drainage plan.”

#### **Article II. (Plats)**

##### **Division 2. (Preliminary)**

##### **Sec. 26-52 (Information Required on Tentative Plat)**

(n): Consider revising the language to “Provisions for collecting, treating, and discharging stormwater runoff;”

#### **Article III. (Standards and Requirements)**

##### **Division 2. (Design)**

##### **Sec. 26-124 (Easements)**

(3): Consider revising language so the width of the drainage easement intended for a watercourse includes a maintenance buffer on either side.

**Division 3. (Improvements)**: Consider an additional section specifically for Stormwater Management (not just street drainage as mentioned in Sec. 26-143).

### **Chapter 28 – Zoning**

#### **Article II. (Administration)**

##### **Division 2. (Site Plans)**

##### **Sec. 28-54 (Review by Planning and Zoning Board; Criteria for Approval)**

(e): Consider adding “water” to the list of environmental pollution factors.



**Article XVI. (*Off-Street Parking and Loading*)**

**Sec. 28-1653 (*Design*)**

**(4):** Consider changing language so that “asphaltic concrete, concrete or equal” is not required here. Refer to the EDSM for materials. Even though a deviation can be obtained through an exception process, the additional hurdle does not encourage the use of alternative materials that may be advantageous to water quality improvements.

**Article XVII. (*Planned Development*)**

**Division 2. (*General Development Parameters*)**

**Sec. 28-1718 (*Drainage*):** Consider adding language so that water quality requirements are referenced as well as water quantity.

**Division 3. (*Master Plan Approval Process*)**

**Sec. 28-1741 (*Contents, Processing of Application*)**

**(7):** Consider adding “(f) A stormwater management (quantity and quality) system.”

**Sec. 28-1742 (*Tentative PD Plat Approval*)**

**(4)(b)1.o.:** Consider revising the language to “Provisions for collecting, treating, and discharging stormwater runoff;”