



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 62-624.600, F.A.C.
- Submit this fully completed and signed form and any REQUIRED attachments by email to the NPDES Stormwater Program Administrator or to the MS4 coordinator. Their names and email addresses are available at: <http://www.dep.state.fl.us/water/stormwater/npdes/contacts.htm>. If files are larger than 10mb, materials may be placed on the NPDES Stormwater ftp site at: ftp://ftp.dep.state.fl.us/pub/NPDES_Stormwater/. After uploading the ANNUAL REPORT files, an email must be sent to the MS4 coordinator or the NPDES program administrator notifying them the report is ready for downloading
- Refer to the Form Instructions for guidance on completing each section.
- **Please print or type information in the appropriate areas below**

SECTION I. BACKGROUND INFORMATION

A.	Permittee Name: Town of Lake Park		
B.	Permit Name: Palm Beach County Municipal Separate Storm Sewer System		
C.	Permit Number: FLS000018-003 (Cycle 3)		
D.	Annual Report Year: <input type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input checked="" type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
E.	Reporting Time Period (month/year): October / 2013 through September / 2014		
F.	Name of the Responsible Authority: Ms. Bambi McKibbon-Turner		
	Title: Interim Town Manager		
	Mailing Address: 535 Park Avenue		
	City: Lake Park	Zip Code: 33403	County: Palm Beach
	Telephone Number: 561-881-3304		Fax Number: 561-881-3314
	E-mail Address: TownManager@lakeparkflorida.gov		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Mr. Dave Hunt		
	Title: Director of Public Works		
	Department: Public Works		
	Mailing Address: 650 Old Dixie Highway		
	City: Lake Park	Zip Code: 33403	County: Palm Beach
	Telephone Number: 561-881-3345		Fax Number: 561-881-3349
	E-mail Address: dhunt@lakeparkflorida.gov		

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

A.	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.	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)
C.	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

A.	Provide a brief statement as to the status of monitoring plan implementation: <i>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.</i>
B.	Provide a brief discussion of the monitoring results to date: <ul style="list-style-type: none">• Refer to Joint Report
C.	Attach a monitoring data summary, as required by the permit. Refer to Joint Report

SECTION IV. FISCAL ANALYSIS

A.	Total expenditures for the NPDES stormwater management program for the current reporting year: <u>\$534,162</u>
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: <u>\$481,020</u>

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 type="checkbox"/>	<input checked="" type="checkbox"/>	***DEP Note: Please complete Checklists A & B at the end of the tailored form.*** 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. (Refer to Joint Report)
<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. (Refer to Joint Report)

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): Ms. Bambi McKibbin-Turner

Title: Interim Town Manager

Signature:  Date: 3/13/2015

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	Structural Controls and Stormwater Collection Systems Operation																																																																																														
	<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>Provide an inventory of all known major outfalls covered by the permit and a map depicting the location of the major outfalls (hard copy or CD-ROM). Provide the outfall inventory and map with the Year 1 Annual Report.</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>																																																																																														
	<table border="1"> <thead> <tr> <th>Type of Structure</th><th colspan="5">Number of Activities Performed</th><th>Documentation / Record</th><th>Entity Performing the Activity</th><th>Comments</th></tr> <tr> <th></th><th>Total Number of Structures</th><th>Number of Inspections</th><th>Percentage Inspected</th><th>Number of Maintenance Activities</th><th>Percentage Maintained</th><th></th><th></th><th></th></tr> </thead> <tbody> <tr> <td>Exfiltration trench / French drains (linear feet)</td><td>7791</td><td>4689</td><td>60%</td><td>4689</td><td>60%</td><td>Inspection Reports</td><td>Public Works</td><td>Pipes Cleaned with VacCon</td></tr> <tr> <td>Dry detention systems</td><td>1</td><td>0</td><td>0</td><td>0</td><td>0</td><td>n/a</td><td>Public Works</td><td>Inspected Last Period</td></tr> <tr> <td>Major stormwater outfalls</td><td>10</td><td>7</td><td>70%</td><td>0</td><td>0%</td><td>Inspection Reports</td><td>Public Works</td><td>No Maint. Req'd.</td></tr> <tr> <td>MS4 pipes / culverts (l.f.)</td><td>46170</td><td>13679</td><td>29%</td><td>13679</td><td>29%</td><td>Inspection Reports</td><td>Public Works</td><td>Pipes Cleaned with VacCon</td></tr> <tr> <td>Inlets / catch basins / grates</td><td>409</td><td>156</td><td>38%</td><td>156</td><td>38%</td><td>Inspection Reports</td><td>Public Works</td><td>Inlets Cleaned</td></tr> <tr> <td>Ditches / conveyance swales (l.f.)</td><td>79200</td><td>563</td><td>0.7%</td><td>563</td><td>0.7%</td><td>Inspection Reports</td><td>Public Works</td><td>Swales Regraded & Sodded</td></tr> <tr> <td colspan="5">ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were <u>not</u> met</td><td></td><td></td><td></td><td>See Attached</td></tr> <tr> <td colspan="5">Year 1 ONLY: Attach a map of all known major outfalls</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Type of Structure	Number of Activities Performed					Documentation / Record	Entity Performing the Activity	Comments		Total Number of Structures	Number of Inspections	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained				Exfiltration trench / French drains (linear feet)	7791	4689	60%	4689	60%	Inspection Reports	Public Works	Pipes Cleaned with VacCon	Dry detention systems	1	0	0	0	0	n/a	Public Works	Inspected Last Period	Major stormwater outfalls	10	7	70%	0	0%	Inspection Reports	Public Works	No Maint. Req'd.	MS4 pipes / culverts (l.f.)	46170	13679	29%	13679	29%	Inspection Reports	Public Works	Pipes Cleaned with VacCon	Inlets / catch basins / grates	409	156	38%	156	38%	Inspection Reports	Public Works	Inlets Cleaned	Ditches / conveyance swales (l.f.)	79200	563	0.7%	563	0.7%	Inspection Reports	Public Works	Swales Regraded & Sodded	ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were <u>not</u> met								See Attached	Year 1 ONLY: Attach a map of all known major outfalls												
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Part III.A.2	Areas of New Development and Significant Redevelopment				
	Report the number of significant redevelopment projects reviewed by the permittee for post-development stormwater considerations. Report the number of new development projects reviewed under Part III.A.9.a.				
	Number of significant redevelopment projects reviewed	1	Comment Letter	Consultant/Community Development Department	n/a
	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.				
	Year 2 ONLY: Attach the summary report of the review activity Year 4 ONLY: Attach the follow-up report on plan implementation				No modifications recommended in Year 2
Part III.A.3	Roadways				
	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.				
	PERMITTEE Litter Control Program: Frequency of litter collection	Weekly	Collection Reports	Public Works	
	PERMITTEE Litter Control Program: Estimated amount of area maintained (linear feet)	13.6 Ac.			1 Road, 2 Parks
	PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)	158	Collection Reports	Public Works	
	CONTRACTOR Litter Control Program: Frequency of litter collection	n/a			
	CONTRACTOR Litter Control Program: Estimated amount of area maintained (linear feet)	n/a			
	CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)	n/a			
	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.				

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	Keep PBC Beautiful Trash Pick-up Events: Total miles cleaned	n/a			
	Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)	n/a			
	Adopt-A-Road Program: Total miles cleaned	n/a			
	Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)	n/a			
	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.				
	Frequency of street sweeping	Semi-monthly			
	Total miles swept (per year)	853	Sweeper Log	Public Works	
	Estimated quantity of sweeping material collected (pounds)	139,700	SWA Receipts	Public Works	
	Total nitrogen loadings removed (pounds)	79	Records	Consultant	FSA Calculator
	Total phosphorus loadings removed (pounds)	50	Records	Consultant	FSA Calculator
	Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned				
	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.				
		Number of Inspections			
	Name of facility #1: Public Works Maintenance Yard	12	Inspection Reports	Public Works	
Part III.A.4	Flood Control Projects				
	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.				
	Flood control projects completed during the reporting period	0	n/a	n/a	No Projects
	Flood control projects completed during the reporting period that did not include stormwater treatment	0	n/a	n/a	This period
	ATTACH a list of the flood control projects that did not include stormwater treatment and an explanation for each of why it was not		n/a	n/a	
	Stormwater retrofit projects planned	0	n/a	n/a	
	Stormwater retrofit projects under construction during the reporting period	0	n/a	n/a	
	Stormwater retrofit projects completed during the reporting period	0	n/a	n/a	

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Part III.A.5	Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit																																		
	<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"> • Operating municipal landfills; • Municipal waste transfer stations; • Municipal waste fleet maintenance facilities; and • Any other municipal waste treatment, waste storage, and waste disposal facilities. <p>Report the number of applicable facilities and the number of the inspections conducted for each facility.</p> <table border="1"> <thead> <tr> <th></th><th>Number of Inspections</th><th></th><th></th><th></th></tr> </thead> <tbody> <tr> <td>Name of facility #1: Public Works Maintenance Yard</td><td>12</td><td>Inspection Reports</td><td>Public Works</td><td></td></tr> </tbody> </table>						Number of Inspections				Name of facility #1: Public Works Maintenance Yard	12	Inspection Reports	Public Works																					
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Part III.A.6	Pesticides, Herbicides, and Fertilizer Application																																		
	<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> <table border="1"> <tbody> <tr> <td>PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides</td><td>0</td><td></td><td></td><td></td></tr> <tr> <td>CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides</td><td>1</td><td>State License</td><td>FDACS</td><td></td></tr> <tr> <td>CONTRACTORS: FDACS certified / licensed applicators of fertilizer</td><td>1</td><td>State License</td><td>FDACS</td><td></td></tr> <tr> <td>PERSONNEL: Green Industry BMP Program training completed</td><td>0</td><td></td><td></td><td></td></tr> <tr> <td>CONTRACTORS: Green Industry BMP Program training completed</td><td>1</td><td>Certificate</td><td>IFAS</td><td></td></tr> </tbody> </table> <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</u> 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> Provide a copy of the adopted ordinance with the subsequent Year 1 or Year 2 Annual Report.</p> <table border="1"> <tbody> <tr> <td>Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance</td><td></td><td>n/a</td><td></td><td></td></tr> </tbody> </table> <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</p>					PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides	0				CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides	1	State License	FDACS		CONTRACTORS: FDACS certified / licensed applicators of fertilizer	1	State License	FDACS		PERSONNEL: Green Industry BMP Program training completed	0				CONTRACTORS: Green Industry BMP Program training completed	1	Certificate	IFAS		Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance		n/a		
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	<p>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>FYN PROGRAM FUNDING: Permittee Provides Funding? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount of Funding = See Joint Report</p> <p>Public education and outreach program 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>																																												
Part III.A.7.a	Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures																																												
	<p>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> <p>ATTACH a report on any amendments to the applicable legal authority n/a </p>																																												
Part III.A.7.c	Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal																																												
	<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> <table border="1"> <tbody> <tr> <td>Proactive inspections for suspected illicit discharges / connections / dumping</td> <td>156</td> <td>Inspection Reports</td> <td>Public Works</td> <td></td> </tr> <tr> <td>Illicit discharges / connections / dumping found during a proactive inspection</td> <td>2</td> <td>Inspection Reports</td> <td>Public Works</td> <td></td> </tr> <tr> <td>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection</td> <td>2</td> <td>Code Inspection Report</td> <td>Code Enforcement</td> <td>NOV</td> </tr> <tr> <td>Fines issued for illicit discharges / connections / dumping found during a proactive inspection</td> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Year 1 ONLY: Attach the written proactive inspection program plan</td> <td> </td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <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> <table border="1"> <tbody> <tr> <td>Reports of suspected illicit connections / discharges / dumping received</td> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Reactive investigations of reports of suspected illicit discharges/ connections / dumping</td> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Illicit discharges / connections / dumping found during a reactive</td> <td>0</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Proactive inspections for suspected illicit discharges / connections / dumping	156	Inspection Reports	Public Works		Illicit discharges / connections / dumping found during a proactive inspection	2	Inspection Reports	Public Works		Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection	2	Code Inspection Report	Code Enforcement	NOV	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	0				Year 1 ONLY: Attach the written proactive inspection program plan	 				Reports of suspected illicit connections / discharges / dumping received	0				Reactive investigations of reports of suspected illicit discharges/ connections / dumping	0				Illicit discharges / connections / dumping found during a reactive	0			
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	investigation				
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation	0			
	Fines issued for illicit discharges / connections / dumping found during a reactive investigation	0			
	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) and contractors to identify and report conditions in the stormwater facilities that may indicate the presence of illicit discharges / connections / dumping to the MS4. Refresher 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).				
		Initial Training	Refresher Training		
	Personnel trained	0	7		
	Contractors trained	0	0	Sign-in sheet	PBC
Part III.A.7.d	Illicit Discharges and Improper Disposal — Spill Prevention and Response				
	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.				
	Hazardous and non-hazardous material spills responded to	0			
	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) and contractors on proper spill prevention, containment, and response techniques and procedures. Refresher 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).				
		Initial Training	Refresher Training		
	Personnel trained	0	7		
	Contractors trained	0	0	Sign-in sheet	PBC
Part III.A.7.e	Illicit Discharges and Improper Disposal — Public Reporting				
	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).				
	Public education and outreach program	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			

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
	Report for the public education and outreach information.				
Part III.A.7.f	Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control				
	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).				
	Public education and outreach program	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.			
Part III.A.7.g	Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage				
	Annually review (and revise, as needed) and implement the permittee's written procedures to reduce or eliminate <u>sanitary wastewater contamination into the MS4</u> , 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 name of the owner of the sanitary sewer system within the permittee's jurisdiction.				
	Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system	0	Correspondence From		
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed	0	Seacoast		
	Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added	0			
	SSO incidents discovered	0			
	SSO incidents resolved	0			
	Inflow / infiltration incidents discovered	0			
	Inflow / infiltration incidents resolved	0			
	Name of owner of the sanitary sewer system	Seacoast Utility Authority			
Part III.A.8.a	Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections				
	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: <ul style="list-style-type: none"> • Operating municipal landfills; • Hazardous waste treatment, storage, disposal and recovery facilities; 				

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																																																																								
	<ul style="list-style-type: none"> 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 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. <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>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.</p> <table border="1"> <thead> <tr> <th></th><th>Number of Facilities</th><th>Number of Inspections</th><th colspan="2">For violations discovered during a high risk inspection</th><th></th><th></th><th></th></tr> <tr> <th></th><th></th><th></th><th>Fines issued</th><th>Notices of Violation (NOVs) / warning letters / citations issued</th><th></th><th></th><th></th></tr> </thead> <tbody> <tr> <td>Total high risk facilities</td><td>3</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>New high risk facilities added to the inventory during the current reporting period</td><td>0</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Operating municipal landfills</td><td>0</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities</td><td>2</td><td>2</td><td>0</td><td>0</td><td>Inspection Report</td><td>Public Works</td><td></td></tr> <tr> <td>EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)</td><td>0</td><td></td><td></td><td></td><td></td><td></td><td>Per TRI</td></tr> <tr> <td>Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c</td><td>0</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)</td><td>1</td><td></td><td>0</td><td>0</td><td></td><td></td><td></td></tr> </tbody> </table>						Number of Facilities	Number of Inspections	For violations discovered during a high risk inspection								Fines issued	Notices of Violation (NOVs) / warning letters / citations issued				Total high risk facilities	3							New high risk facilities added to the inventory during the current reporting period	0							Operating municipal landfills	0							Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	2	2	0	0	Inspection Report	Public Works		EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	0						Per TRI	Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	0							Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)	1		0	0			
	Number of Facilities	Number of Inspections	For violations discovered during a high risk inspection																																																																										
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Part III.A.8.b	Industrial and High-Risk Runoff — Monitoring for High Risk Industries																																																																												
	<p>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.</p> <table border="1"> <thead> <tr> <th>High risk facilities sampled</th><th></th><th></th><th></th><th></th></tr> </thead> <tbody> <tr> <td></td><td>0</td><td>0</td><td>0</td><td>0</td></tr> </tbody> </table>					High risk facilities sampled						0	0	0	0																																																														
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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
Part III.A.9.a	Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices				
	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 reviewed for stormwater, erosion, and sedimentation controls, and the number approved.				
	PERMITTEE SITES: Construction site plans reviewed	0			
	PERMITTEE SITES: Construction site plans approved	0			
	PRIVATE SITES: Construction site plans reviewed	6	Comments Letter	Consultant/ Community Development	
	PRIVATE SITES: Construction site plans approved				
	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.				
	Notified of ERP stormwater permit requirements	4	Comment Letter	Consultant/ Community Development	
	Confirmed ERP coverage	4	Approval Letter	Consultant/ Community Development	
	Notified of CGP stormwater permit requirements	6	Comment Letter	Consultant/ Community Development	
	Confirmed CGP coverage	3	Approval Letter	Consultant/ Community Development	3 sites not required due to size
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.				
	PERMITTEE SITES: Active construction sites	0			
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	0			
	PERMITTEE SITES: Percentage of active construction sites inspected	0			
	PRIVATE SITES: Active construction sites	2	Inspection Reports	Consultant/	

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			
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	8	Inspection Reports	Community Development				
	PRIVATE SITES: Percentage of active construction sites inspected	100		Consultant/ Community Development				
	Notices of Violation (NOVs) / warning letters / citations issued	0						
	Stop Work Orders issued	0						
	Fines issued	0						
	Year 1 ONLY: Attach the written construction site inspection program plan							
Part III.A.9.c	Construction Site Runoff — Site Operator Training							
	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 <u>or under contract with</u> 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. Refresher 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.							
		Certification Training	Initial Training (non-certification)	Refresher Training				
	Permittee construction site inspectors	0		0				
	Permittee construction site plan reviewers		0					
	Permittee construction site operators		0		N/A			

SECTION VIII. EVALUATION OF THE STORMWATER MANAGEMENT PROGRAM (SWMP)

A.	Permit Citation/ SWMP Element	SWMP EVALUATION
	Part II.A.1 Structural control inspection and maintenance	Strengths: Structural controls have been inspected and maintained on a regular basis and have been found to be functioning as designed.
		Weaknesses: None
		SWMP Revisions to address deficiencies: None
	Part II.A.2 Significant redevelopment	Strengths: N/A
		Weaknesses: N/A
		SWMP Revisions to address deficiencies: N/A
	Part II.A.3 Roadways	Strengths: Regular maintenance via street sweeping and pipe/inlet cleaning programs.
		Weaknesses: None
		SWMP Revisions to address deficiencies: None
	Part II.A.4 Flood control	Strengths: Flood Control Devices perform well.
		Weaknesses: None
		SWMP Revisions to address deficiencies: None
	Part II.A.5 Waste TSD Facilities	Strengths: N/A
		Weaknesses: N/A
		SWMP Revisions to address deficiencies: N/A
	Part II.A.6 Pesticide, herbicide, fertilizer application	Strengths: Applicators are licensed to perform services
		Weaknesses: None
		SWMP Revisions to address deficiencies: None
	Part II.A.7 Illicit Discharge Detection and Elimination	Strengths: Staff performs regular inspections via the pipe/inlet cleaning and inspection program.
		Weaknesses: None

SECTION VIII. EVALUATION OF THE STORMWATER MANAGEMENT PROGRAM (SWMP)

	Part II.A.8 High Risk Industry Runoff	SWMP Revisions to address deficiencies: None
		Strengths: Staff performs regular inspections of facilities
		Weaknesses: None
	Part II.A.9 Construction Site Runoff	SWMP Revisions to address deficiencies: None
		Strengths: Staff & Consultants perform regular inspections to ensure maintenance of pollution prevention devices.
		Weaknesses: None
		SWMP Revisions to address deficiencies: None

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

A.	Permit Citation/ SWMP Element	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. <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>
		N/A
B.	Permit Citation/ SWMP Element	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) <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>
		N/A

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	EACH ANNUAL REPORT: 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	EACH ANNUAL REPORT: 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	EACH ANNUAL REPORT: 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	EACH ANNUAL REPORT: 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	EACH ANNUAL REPORT: Reporting and assessment of monitoring results. [Also addressed in Section III of the Annual Report Form]		Refer to Year 4 Joint Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part VI.B.2	EACH ANNUAL REPORT: 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.		Refer to Year 4 Joint Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part VIII.B.3.e	EACH ANNUAL REPORT: 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.		Refer to Year 4 Joint Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.4.f	EACH ANNUAL REPORT after approval of the BPCP: 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), F.A.C.	YEAR 1: 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	YEAR 1: 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 type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.6	YEAR 1 or YEAR 2: A copy of the adopted Florida-friendly Ordinance, if applicable.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.c	YEAR 1: A proactive illicit discharge / connection / dumping inspection program plan.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.9.b	YEAR 1: A construction site inspection program plan. [For approval by DEP]		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	YEAR 2: A summary report of a review of codes and regulations to reduce the stormwater impact from new development / redevelopment.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.2	YEAR 3: 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	YEAR 4: A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from new development / redevelopment.		No Changes Needed Per Year 2
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.3	YEAR 4: If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate.		Refer to Year 3 Joint Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part V.B.3	YEAR 4: The monitoring plan (with revisions, if applicable).		Refer to Year 4 Joint Report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part VII.C	YEAR 4: An application to renew the permit.		Refer to Year 4 Joint Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.d	YEAR 4: A TMDL Implementation Plan / Supplemental SWMP.		None Needed

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 new written SOP / Plan	Reviewed & no revision needed to existing SOP / Plan	Reviewed & revised 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	Plan for pesticide, herbicide and fertilizer application training <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"/>	Part III.A.7.c	Plan for proactive illicit discharge / connections / dumping inspections.*
<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"/>	Part III.A.9.b	Plan for inspections of construction sites.*
<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 IX.A of the annual report **and submit revised SOP for approval.**

Description of Items not met during this reporting period:

Section VII

Part III.A.1

The Code Compliance Office is charged with enforcing maintenance of swales that accept water from town Roadways but are the responsibility of the adjacent homeowners. The Town Code Compliance Office routinely observes more than the minimum amount required however inspection reports were not completed for this reporting period. Please see attached letter from the Town Code Compliance Office.



TOWN OF LAKE PARK

Community Development Department

February 13, 2015

RE: Annual Swale Inspections for NPDES Reporting
Community Development Department

To Whom It May Concern:

Pursuant to the Town Code of Ordinances, Section 34-12 (Maintenance of Town Swale Areas), it shall be the duty and obligation of all owners and occupants of real property within the town, to maintain all swale areas abutting, adjacent, or contiguous to their property, in a good and proper, neat and clean condition. This maintenance duty and obligation for owners and occupants of real property shall include, but is not limited to, sodding, grass cutting, proper landscape maintenance, tree pruning and maintenance, removal of debris, plant waste, garbage, or trash, and the elimination of any dangerous conditions or safety hazards in all swale areas.

It is our responsibility, as the two Code Compliance Officers, to not only respond to complaints regarding code violations, but to regularly drive all areas in the Town looking for violations. Property owners in violation of the swale maintenance ordinance are cited under Chapter 34. Sometimes these swale violations also include violations to Chapter 72 (obligation of property owner to maintain public ways), Chapter 54 (landscape and property standards), and/or Chapter 16 (property maintenance).

The initial citation is generally a warning however, it can be a Notice of Violation depending on the nature of the violation. If corrective action is not taken within the provided timeframe, these notice of violations are brought before our Special Magistrate who can then enter into a Final Order with a *final* compliance timeframe. If compliance is not met within this specified timeframe, a lien is recorded against the real property and fines start accruing.

All swales in the Town of Lake Park are inspected for compliance at least once a year at the very minimum. No fines were levied for non-compliance in Fiscal Year 2014.

Respectfully,

Doris Bainter

Code Compliance Officer

Gregory Durgin

Code Compliance Officer