



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 email to the NPDES Stormwater Program Administrator or to the MS4 coordinator (<http://www.dep.state.fl.us/water/stormwater/npdes/contacts.htm>). Files larger than 10MB may be placed on the FTP site at: ftp://ftp.dep.state.fl.us/pub/NPDES_Stormwater/. After uploading files, email the MS4 coordinator or NPDES Program Administrator to notify them the report is ready for downloading; or 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 3585
 2600 Blair Stone Road
 Tallahassee, Florida 32399-2400

SECTION I. BACKGROUND INFORMATION

A.	Permittee Name: Palm Beach County		
B.	Permit Name: Palm Beach County MS4		
C.	Permit Number: FLS000018-004		
D.	Annual Report Year: ☒ Year 1 ☐ Year 2 ☐ Year 3 ☐ Year 4 ☐ Year 5 ☐ Other, specify Year:		
E.	Reporting Time Period (month/year): October/ 2016 through September / 2017		
F.	Name of the Responsible Authority: Verdenia C. Baker		
	Title: County Administrator		
	Mailing Address: 301 N. Olive Avenue		
	City: West Palm Beach	Zip Code: 33401	County: Palm Beach County
	Telephone Number: (561) 355-2030		Fax Number: (561) 355-3982
	E-mail Address: VBaker@pbcgov.org		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Bonnie Finneran		
	Title: Environmental Director		
	Department: Environmental Resources Management		
	Mailing Address: 2300 North Jog Road, 4th Floor		
	City: West Palm Beach	Zip Code: 33411-2743	County: Palm Beach County
	Telephone Number: (561) 233-2400		Fax Number: (561) 233-2414
E-mail Address: bfinnera@pbcgov.org			

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? ☐ Yes ☐ No ☐ 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? ☐ Yes ☐ No ☐ Not Applicable)
C.	Is the change in the total number of outfalls due to lands annexed or vacated? ☐ Yes ☐ No ☒ Not Applicable

SECTION III. PART V.B. ASSESSMENT PROGRAM

A.	Provide a brief statement as to the status of water quality monitoring plan implementation. Status may include sampling frequency changes, monitoring location changes, or sampling waiver conditions. <i>DEP Note: If permittee participates in a collaborative monitoring plan, permittee may refer to a joint response as defined by the interlocal agreement.</i> Name and date of the approved plan: Please see Joint Annual Report for PBC Group NPDES MS4 Permittees. Status: Please Joint Annual Report for PBC Group NPDES MS4 Permittees. For additional information see the NPDES Group Permittee's website at www.pbco-npdes.org.
B.	Provide a brief discussion of the monitoring and loading results to date, which includes a summary of the water quality monitoring data and / or stormwater pollutant loading changes from the reporting year. <i>DEP Note: Results must be specific to the permittee's SWMP.</i> Please refer to the Cycle 4, Year 1 Joint Annual Report for a summary of the Palm Beach County NPDES Group's water quality monitoring results for the reporting period. Refer to the Cycle 3, Year 6 Joint Annual Report for proposed pollutant loading analysis changes. The best available information on existing pollutant loading estimates is documented in the Cycle 3, Year 3 Joint Annual Report. Palm Beach County's newly-developed, individual Assessment Plan is under review by FDEP and will be implemented and/or updated during Year 2 of the permit cycle. Note that in any future reporting year, the Group's water quality monitoring data for the reporting period may not be available for 4 to 6 months after the reporting period has ended. Consequently, any water quality data from the Group Program that is used as part of an individual permittee's Assessment Plan for the reporting period, will be based on the previous year's data.
C.	Attach a monitoring data summary as required by the permit. An analysis of the data discussing changes in water quality and/or stormwater pollutant loading from previous reporting years. <i>DEP Note: Analysis must be specific to the permittee's SWMP.</i> Please see Joint Annual Report for PBC Group NPDES MS4 Permittees available at the NPDES Group Permittee's website at www.pbco-npdes.org.

SECTION IV. FISCAL ANALYSIS

A.	Total expenditures for the NPDES stormwater management program for the current reporting year: \$6,702,823
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$6,018,503
C.	Did subsequent program resources decrease from the current reporting period? Y ☐ / N ☒ If program resources decreased, provide a discussion of the impacts on the implementation of the SWMP.

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	Required Attachments	Permit Citation	Attachment Number/Title
☐	☐	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.	Part III.A	
☐	☐	If program resources have decreased from the previous year, a discussion of the impacts on the implementation of the SWMP.	Part II.F	
☐	☐	An explanation of why the minimum inspection frequency in Table II.A.1.a. was not met, if applicable.	Part II.A.1	
☐	☐	A list of the flood control projects that did not include stormwater treatment and an explanation for each of why it did not (if applicable).	Part III.A.4	
☐	☐	A monitoring data summary as directed in Section III.C above and in accordance with Rule 62-624.600(2)(c), F.A.C.	Part VI.B.2.	
☒	☐	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.	Part III.A.1	
☐	☐	YEAR 2: A summary review of codes and regulations to reduce the stormwater impact from development.	Part III.A.2	
☐	☐	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.	Part V.A	
☐	☐	YEAR 3: Summary of TMDL Monitoring Results (if applicable).	Part VIII.B.2	
☐	☐	YEAR 3: Bacteria Pollution Control Plan (if applicable).	Part VIII.B.3	
☐	☐	YEAR 4: A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from development.	Part III.A.2	
☐	☐	YEAR 4: A report on any amendments to the applicable legal authority (if applicable).	Part III.A.7.a	
☐	☐	YEAR 4: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C. • The monitoring plan (with revisions, if applicable). • If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate.	Part V.B.3 Part V.A.3	
☐	☐	YEAR 4: TMDL Supplemental SWMP (if applicable).	Part VIII.B.3	

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): Jon VanArenam

Title: DEPUTY COUNTY ADMINISTRATOR

Signature: [Signature] Date: 2/28/18

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						
	Report the current known inventory.						
	Report the number of inspection and maintenance activities conducted for each applicable 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.						
	Note: Delete structures that are not in your MS4's inventory. 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.						
	Type of Structure	Number of Structures	Number of Inspections	Percent Inspected	Number of Maintenance Activities	Percent Maintained	
	Dry retention systems	0	0	0	0	0	N.A.
	Exfiltration trench / French drains (If)	165,759	0	0%	0	0%	Job Perf. Report
	Grass treatment swales (miles)	1224.5	68	1%	54	1%	Job Perf. Report
	Dry detention systems	28	357	100%	168	100%	Dredge Job Cost
	Wet detention systems	43	152	100%	258	100%	Dredge Job Cost
	pump stations	1	12	100%	5	40%	Bridge job cost
	Major outfalls	152	122	80%	0	0	Job Perf. Report
							Due to historical operation records DEP granted a request from PBC to inspect

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity				Number of Activities Performed		Documentation / Record	Entity Performing the Activity	Comments
	Weirs or other control structures pipes / culverts (miles) Inlets / catch basins / grates Ditches / conveyance swales (miles)								all major outfall during the permit cycle.
		61	0	0%	0	0	Dredge Job Cost	Road & Bridge	All weirs/control structures were inspected last Permit year.
		8.44	106	12.5%	71	10%	Job Perf. Report	Road & Bridge	Continue Inventory
		40,161	25,033	62%	10,269	25%	Job Perf. Report	Road & Bridge	Continue Inventory
		21.4	393	100%	458	100%	Job Perf. Report	Road & Bridge	
	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.				☐				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.1 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit. Strengths: Experienced staff. Limitations: Inventory of structural controls not finalized. SWMP revisions implemented to address limitations: Continue and complete structural controls inventory.				
Part III.A.2	Areas of New Development and Significant Redevelopment Report the number of significant development projects, including new and redevelopment, reviewed and approved by the permittee for post-development stormwater considerations.				
	Number of significant development projects reviewed	60	Project Files	Engineering	
	Number of significant development projects approved	60	Project Files	Engineering	
	Provide in the Year 2 Annual Report the summary report of the review activity. Provide in the Year 4 Annual Report the follow-up report on plan implementation.				
	Year 2 ONLY: Attach the summary report of the review activity	☐			
	Year 4 ONLY: Attach the follow-up report on plan implementation	☐			
Part III.A.2 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit. Strengths: Experienced Engineering staff. Limitations: None observed. SWMP revisions implemented to address limitations: None appear necessary at this time.				
Part III.A.3	Roadways 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. <i>Note: If the permittee does not contract activities, delete CONTRACTOR activities.</i>				
	CONTRACTOR Litter Control: Frequency of litter collection	16	Vendor Reports and Dept. records	Streetscape Section's Service Vendor	
	CONTRACTOR Litter Control: Estimated amount of area maintained (lf)	666,495	Vendor Reports and Dept. records	Streetscape Section's Service Vendor	
	CONTRACTOR Litter Control: Estimated amount of litter collected (tons)	12.77	Vendor Reports and Dept. records	Streetscape Section's Service Vendor	
	OPTIONAL: 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. If you do not participate in an Adopt-A-Road program, report "0".				

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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
	Trash Pick-up Events: Total miles cleaned	148	Event site reports and records	Keep Palm Beach County (KPBC) Beautiful	
	Trash Pick-up Events: Estimated amount of litter collected (tons)	26.6	Event site reports	KPBC Beautiful	
	Adopt-A-Road: Total miles cleaned	72	Adopt a Road files	PBCENG	
	Adopt-A-Road: Estimated amount of litter collected (bags, 30 gallon)	6075	Adopt a Road files	PBCENG	
	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 and total phosphorus loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in column F.				
	Frequency of street sweeping	2 times per year	Job Perf. Report	Road & Bridge	
	Total miles swept	2,095.05	Job Perf. Report	Road & Bridge	
	Estimated quantity of sweeping material collected (cubic yards)	2,665.9	Road Material cost Employee Report	Road & Bridge	
	Total phosphorous loadings removed (pounds)	2,2007	FDEP/FSA Nutrient Load Reduction Assessment tool spreadsheet	PBC ERM	
	Total nitrogen loadings removed (pounds)	3,441	FDEP/FSA Nutrient Load Reduction Assessment tool spreadsheet	PBC ERM	
Report the equipment yards and maintenances shops that support road maintenance activities, and the number of inspections conducted for each facility.					
Name of Facility		Number of Inspections			
PBC Vista Fleet Maintenance		1	Inspection Report	PBC Facilities Compliance Section	

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.3 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit. Strengths: Well organized maintenance program Limitations: Occasional equipment maintenance issues. SWMP revisions implemented to address limitations: Fix damaged street sweeper.				
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	1	Dept. Records	Engineering & Public Works	
	Flood control projects completed that did <u>not</u> include stormwater treatment	0			The Flood Control Project provided stormwater treatment
	Stormwater retrofit projects planned/under construction	0			No Flood Control Projects currently under construction
	Stormwater retrofit projects completed	1	Dept. Records	Engineering & Public Works	
	If there were projects that did not include stormwater treatment, provide as an attachment a list of the projects and an explanation for each of why it did not.	☐			
Part III.A.4 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit.				
	Strengths: Experienced Engineering staff and contracting methods.				
	Limitations: PBC MSTU funding exhausted which provided 50% of projects costs. SWMP revisions implemented to address limitations: None at this time. MSTU projects may still proceed if property owners agree to the assessments.				

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.5	Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit				
	Report the applicable facilities and the number of the inspections conducted for each facility.				
	Name of Facility	Number of Inspections			
	South County Transfer Station	14	Inspection Report	Env. Programs	
	Central County Transfer Station	14	Inspection Report	Env. Programs	
	Glades Regional Transfer Station	14	Inspection Report	Env. Programs	
	West Central Transfer Station	14	Inspection Report	Env. Programs	
	North County Transfer Station	14	Inspection Report	Env. Programs	
	Southwest County Tansfer Station	14	Inspection Report	Env. Programs	
Part III.A.5 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit.				
	Strengths: Well managed facilities designed to retain 100 year storm event.				
	Limitations: None observed				
	SWMP revisions implemented to address limitations: None necessary at this time.				
Part III.A.6	Pesticides, Herbicides, and Fertilizer Application				
	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 who have been trained through the Green Industry BMP Program and the number of contracted commercial applicators of fertilizer who are FDACS certified / licensed.				
	PERSONNEL: FDACS public applicators of pesticides/herbicides	1,774	IFAS Monthly Reports	PBC UF/IFAS	
	CONTRACTORS: FDACS commercial applicators of pesticides/ herbicides	1,044	IFAS Monthly Reports	PBC UF/IFAS	
	PERSONNEL: Green Industry BMP Program training completed	9	IFAS Monthly Reports	FYN	
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	816	IFAS Monthly Reports	FYN	
	Provide a copy of the adopted ordinance with the Year 2 Annual Report. If this provision is not applicable because the permittee is not within the watershed of a nutrient-impaired water body, indicate that in Column F.				
	Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance ☐				
	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,				

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	Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
		FYN: Seminars/Workshops: Number of participants	728	Reports IFAS Monthly Reports	FYN	
		FYN: Special events: Number conducted	11	IFAS Monthly Reports	FYN	
		FYN: Special events: Number of participants	1,992	IFAS Monthly Reports	FYN	
Part III.A.6 Summary		Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit.				
		Strengths: Extensive range of training, certification and educational programs.				
		Limitations: None observed.				
Part III.A.7.a		SWMP revisions implemented to address limitations: None at this time.				
		Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures				
		Report amendments in Year 4.				
		Year 4 ONLY: Attach a report on amendments to applicable legal authority	☐			
Part III.A.7.c		Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal				
		Report on the proactive inspection program, including the number of inspections conducted by the permittee, the number of illicit activities found, and the number and type of enforcement actions taken.				
		Proactive inspections for suspected illicit discharges	17	Proactive Insp. database	PBC ERM	
		Illicit discharges found during a proactive inspection	0	Proactive Insp. database	PBC ERM	No violations observed.
		NOV/WVL/citation/fines issued for illicit discharges found during proactive inspection	0		PBC ERM	No violations observed.
		Year 1 ONLY: Attach the written proactive inspection program plan	☒		PBC ERM	Attached.
		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.				
		Reports of suspected illicit discharges received	2	Complaint Log.	PBC ERM	Public reporting of suspected illicit discharges has been decreasing over time.
		Reactive investigations of reports of suspected illicit discharges etc.	2	Complaint Log.	PBC ERM	
		Illicit discharges etc. found during reactive investigation	0	Complaint Log.	PBC ERM	None substantiated.
		NOV/WVL/citation/fines issued for illicit discharges etc. found during reactive investigation	0		PBC ERM	None substantiated.

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	Report the type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training) within the reporting year.				
	Personnel trained	3	Attendance Log.	PBC NPDES Steering Committee.	
	Contractors trained	N.A.			Contractors are not utilized.
Part III.A.7.d	Illicit Discharges and Improper Disposal — Spill Prevention and Response				
	Report on the spill prevention and response activities, including the number of spills addressed.				
	Hazardous and non-hazardous material spills responded to	484	Special Operations Situation Dispatches	PBC Fire- Rescue	
	Report the type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training) within the reporting year.				
	Personnel trained	1,517	HazMat Competency Database	PBC Fire- Rescue	
	Contractors trained	N.A.			Contractors not utilized.
Part III.A.7.e	Illicit Discharges and Improper Disposal — Public Reporting				
	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, and the number of Web site visits (if applicable).				
	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 available at the Group Permittee's website at www.pbco-npdes.org .				
Part III.A.7.f	Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control				
	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, and the number of Web site visits (if applicable).				
	Estimated percentage of the population reached by Palm Beach County Home Chemical Collection Program Brochures/Flyers/Fact sheets distributed	80%		Solid Waste Authority	
		106,650	Brochures	Recycling/ HHW Services/ Public Affairs	
	Household Hazardous Waste (HHW) Collection Day: Events	2,170	Disposal Records	HHW Services	

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	HHW Collection Day: Amount of waste collected/recycled/disposed (tons)	1,848	Disposal Records	HHW Services	
	Neighborhood presentations: Number conducted	177	Samples	Recycling	
	Neighborhood presentations: Number of participants	6,202	Samples	Recycling	
	Newspapers & newsletters: Number of articles/notices published	12	N.A.	Media Arts	
	Newsletters: Number of newsletters distributed	12	Samples	Public Affairs	
	Public displays (e.g., kiosks, storyboards, posters, etc.)	139	Samples	Recycling/ Community Services	
	Radio or television Public Service Announcements (PSAs)	3,991	DVD	Public Affairs	
	School presentations: Number conducted	443	Samples	Recycling	
	School presentations: Number of participants	18,899	Samples	Recycling	
	Seminars/Workshops: Number conducted	6	Samples	Recycling	
	Seminars/Workshops: Number of participants	2,000	Samples	Recycling	
	Special events: Number conducted	75	Samples	Recycling/ Community Services	
	Special events: Number of participants	103,873	Samples	Recycling/ Com. Service	
	Number of visitors to stormwater-related pages	N.A.			
Part III.A.7.g	Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage				
	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. Report only the SSOs and inflow / infiltration incidents into the MS4.				
	Owner of the sanitary sewer system		Palm Beach County Water Utilities		
	Activity to reduce/eliminate SSOs and I&I: Repair / lining of sanitary sewer system (ft.)	32,000	I & I Monthly Activity Report	WUD Const. Group	
	Activity to reduce/eliminate SSOs and I&I: Lift Station Rehabilitation / Conversion	28	I & I Monthly Activity Report	WUD Const. Group	
	SSO incidents discovered	7	I & I Monthly Activity Report	WUD Const. Group	
	SSO incidents resolved	7	I & I Monthly Activity Report	WUD Const. Group	
	Inflow / infiltration incidents discovered	0	I & I Monthly Activity Report	WUD Const. Group	None reported.
	Inflow / infiltration incidents resolved	0	I & I Monthly Activity Report	WUD Const. Group	None reported.

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	HHW Collection Day: Amount of waste collected/recycled/disposed (tons)	1,848	Disposal Records	HHW Services	
	Neighborhood presentations: Number conducted	177	Samples	Recycling	
	Neighborhood presentations: Number of participants	6,202	Samples	Recycling	
	Newspapers & newsletters: Number of articles/notices published	12	N.A.	Media Arts	
	Newsletters: Number of newsletters distributed	12	Samples	Public Affairs	
	Public displays (e.g., kiosks, storyboards, posters, etc.)	139	Samples	Recycling/ Community Services	
	Radio or television Public Service Announcements (PSAs)	3,991	DVD	Public Affairs	
	School presentations: Number conducted	443	Samples	Recycling	
	School presentations: Number of participants	18,899	Samples	Recycling	
	Seminars/Workshops: Number conducted	6	Samples	Recycling	
	Seminars/Workshops: Number of participants	2,000	Samples	Recycling	
	Special events: Number conducted	75	Samples	Recycling/ Community Services	
	Special events: Number of participants	103,873	Samples	Recycling/ Com. Service	
	Number of visitors to stormwater-related pages	N.A.			
Part III.A.7.g	Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage				
	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. Report only the SSOs and inflow / infiltration incidents into the MS4.				
	Owner of the sanitary sewer system		Palm Beach County Water Utilities		
	Activity to reduce/eliminate SSOs and I&I: Repair / lining of sanitary sewer system (ft.)	32,000	I & I Monthly Activity Report	WUD Const. Group	
	Activity to reduce/eliminate SSOs and I&I: Lift Station Rehabilitation / Conversion	28	I & I Monthly Activity Report	WUD Const. Group	
	SSO incidents discovered	7	I & I Monthly Activity Report	WUD Const. Group	
	SSO incidents resolved	7	I & I Monthly Activity Report	WUD Const. Group	
	Inflow / infiltration incidents discovered	0	I & I Monthly Activity Report	WUD Const. Group	None reported.
	Inflow / infiltration incidents resolved	0	I & I Monthly Activity Report	WUD Const. Group	None reported.

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.7 Summary	For activities required by Part III.A.7: Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit.						
	Strengths: Well trained and motivated staff						
	Limitations: None Observed						
	SWMP Revisions implemented to address limitations: None necessary at this time.						
Part III.A.8.a	Industrial and High-Risk Runoff --- Identification of Priorities and Procedures for Inspections						
	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.						
	Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken.						
	Type of Facility	Number of Facilities	Number of Inspections	Enforcement Actions			
	Operating municipal landfills	1	0	0			The PBC Solid Waste Authority has one operating landfill with a NPDES Permit and does not discharge to any MS4.
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	N.A.					None in PBC.
	EPCRA Title III, Section 313 facilities (TRI)	4	4	0	Database	PBC ERM	No discrepancies observed.
	Facilities determined as high risk by the permittee	0				PBC ERM	None identified through the proactive inspections.
Part III.A.8.b	Industrial and High-Risk Runoff --- Monitoring for High Risk Industries						
	Report the number of high risk facilities sampled.						
		High risk facilities sampled		N.A.			

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.8 Summary	For activities required by Part III.A.8: Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit. Strengths: Lack of industrial activity and High-Risk facilities in PBC. Limitations: None. SWMP revisions implemented to address limitations: None deemed necessary at this time.				
Part III.A.9.a	Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices				
	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	12	List of active PBC job sites during the Permit Year.	PBC Engineering Construction Coordination.	
	PERMITTEE SITES: Construction site plans approved	12	List of active PBC job sites during the Permit Year.	PBC Engineering Construction Coordination.	
	PRIVATE SITES: Construction site plans reviewed	17	Construction Inspection database.	Construction Inspection database.	
	PRIVATE SITES: Construction site plans approved	17	Construction Inspection database.	Construction Inspection database.	
	Report the number of development 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	60	Project Files	Engineering Land Development Div	
	Confirmed ERP coverage	60	Project Files	Engineering Land Development Div	
	Notified of CGP stormwater permit requirements	129	DRO Comments and ERM Plat reviews	PBC ERM	This is a summation of Development Review Office comments from ERM and ERM Plat review comments. Overlap and/or double counting is likely.

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
	Confirmed CGP coverage	29	Construction Inspection database		
Part III.A.9.b	Construction Site Runoff — Inspection and Enforcement				
	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	12	List of active PBC job sites during the Permit Year.	PBC Engineering Construction Coordination	
	PERMITTEE SITES: Pre-, During, and Post inspections of active construction sites for E&S and waste control BMPs	261	Inspection Reports	PBC Engineering Construction Coordination	
	PERMITTEE SITES: Percentage of active construction sites inspected	100%	Inspection Reports	PBC Engineering Construction Coordination	
	PRIVATE SITES: Active construction sites	17	Construction Inspection database.	Construction Inspection database.	
	PRIVATE SITES: Pre-, During, and Post inspections of active construction sites for E&S and waste control BMPs	30	Construction Inspection database.	PBC ERM	Reduced number of inspections due to extended medical leave of primary inspector.
	PRIVATE SITES: Percentage of active construction sites inspected	100%	Construction Inspection database.	PBC ERM	
	Enforcement Action	0		PBC ERM	No significant violations observed. Compliance assistance provided when DEP letter of NOI approval is not available on- site.

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
	Year 1 ONLY: Attach the written construction site inspection program plan		☒			
Part III.A.9.c	Construction Site Runoff — Site Operator Training					
	Report the type of training activities, the number of inspectors, site plan reviewers and site operators trained (both in-house and outside training).					
			DEP Certification	Annual Training		
	Permittee construction site inspectors	2		3	Florida Stormwater Erosion and Sediment Control Inspector Training/ EXCAL Visual	
	Permittee construction site plan reviewers				DEP Erosion and sediment control inspector certificates.	All PBC inspectors have received DEP Certification.
	Permittee construction site operators					
Part III.A.9 Summary	For activities required by Part III.A.9: Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit.					
	Strengths: Well trained and experienced inspection staff.					
	Limitations: Primary inspector was on FLMA several months for extended illness. Thus fewer inspections.					
	SWMP revisions implemented to address limitations: Due to staff recovery and return to duty, none at this time.					

SECTION VIII. 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.
		No changes proposed.
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)

SECTION IX. TMDL Status Report

YEAR 1 Provide a table summarizing the status of the TMDL process. Include a list of prioritized TMDLs and their monitoring and implementation schedule; and include the Identification number of the outfall prioritized for TMDL monitoring.

A.	WBID Number	Segment/ Waterbody/ Basin	Pollutant of Concern	TMDL DEP / EPA	Percent Reduction (WLA)	Priority Rank	Priority Outfall	Monitoring Summary / BPCP Due Date	Supplemental SWMP Due Date
	3264A	E-1 Canal	Fecal Coliform	☒ / ☐	97%	1	TBD	(Year 3 AR)	(Year 4 AR; N/A) if BPCP
	3262A	Lake Ida	TN & TP	☐ / ☒ ☐ / ☐	TN 20% TP 45%	2	TBD		

YEAR 3 and annually thereafter, provide a summary of the estimated load reductions that have occurred for the pollutant(s) of concern being discharged from the MS4 to the TMDL water body during the reporting period and cumulatively since the date the Supplemental SWMP was implemented.

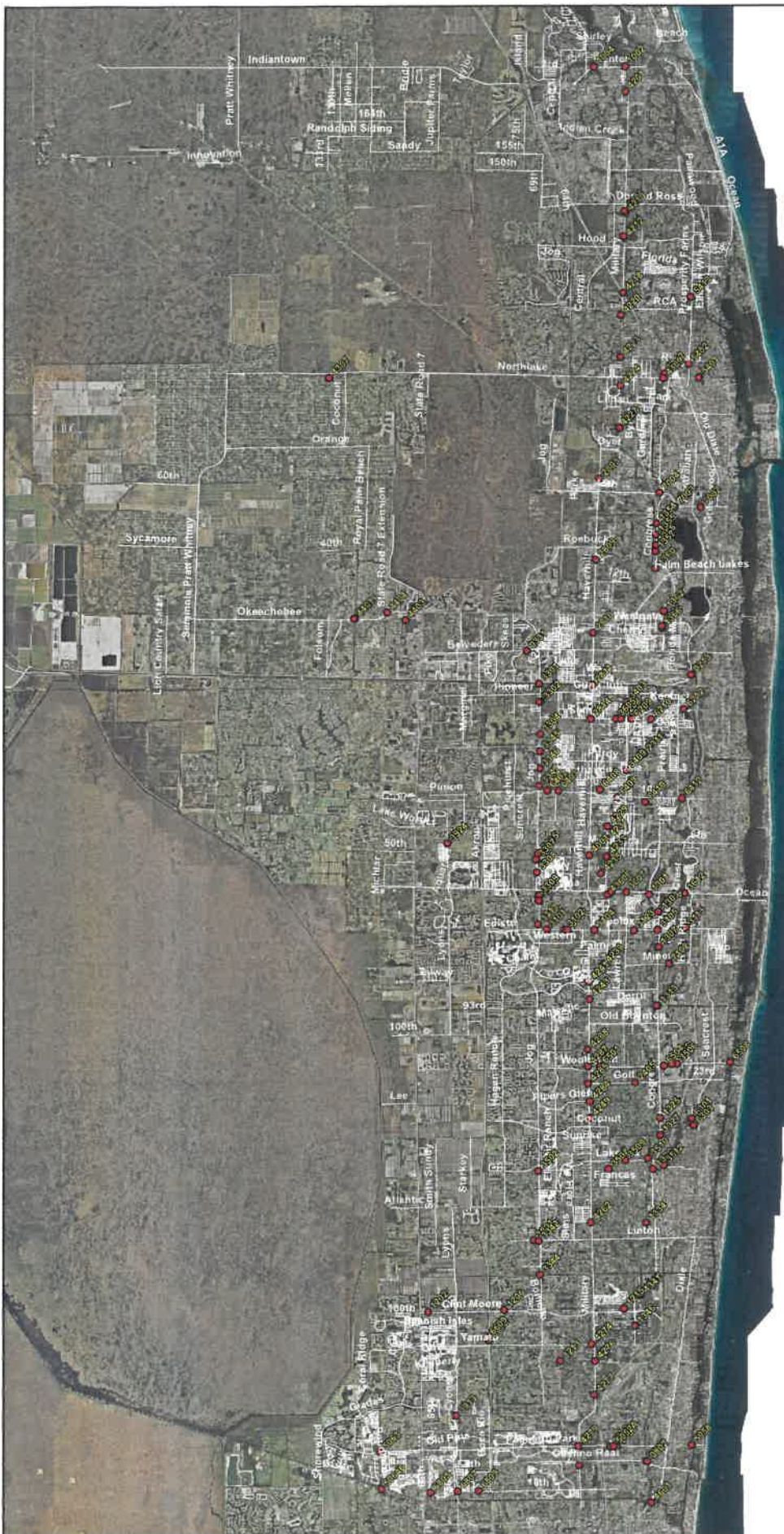
Year 3: Submit a Monitoring data summary or BPCP (if applicable).

Year 4: Submit a Supplemental SWMP (if applicable).

B.	WBID Number	Pollutant of Concern	Monitoring Summary / BPCP Submitted	Supplemental SWMP Submitted	Projected load reductions OR Actual load reductions to date				
			(Year 3 AR)	(Year 4 AR; N/A if BPCP)					

C. Provide a brief statement as to the status of TMDL implementation according to Part VIII.B. of the permit (e.g. status of monitoring to validate WLA):

Monitoring Plan for E-1 Canal Fecal Coliform TMDL is under development and should be complete this spring.



Palm Beach County
Department of
Environmental
Resources
Management

PBC Maintained Roads and Outfalls

All County

Created: 4/5/2012 A.Studt

Note: This map is not official and is intended for presentation purposes only.

1 inch = 15,262 feet

0 1.5 3 6 9 12 Miles



Proactive Inspection Program SOP

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 **proactive inspection program** for identifying and eliminating sources of illicit discharges, illicit connection or illegal dumping, to your MS4.

- You must inspect portions of your MS4 that have a reasonable potential of containing illicit discharges/connections/dumping. The FDEP has indicated that this should be considered to be the commercial and industrial zoned areas/properties within your MS4 contributing area.
- FDEP allows these inspections to be combined with other inspection programs, but the inspections must include specific inspection for potential stormwater contamination.

Proactive Inspections Written Program Components

1. Procedure and Criteria for identifying priority areas/facilities
2. List of identified priority areas/facilities
3. Annual schedule for inspections
4. Procedure for conducting site inspections (include checking for MSGP)
5. Procedure for tracing source of discovered or suspected illicit discharge
6. Procedure for eliminating the discharge
7. Procedure for documenting the inspections and enforcement activities
(See form)
8. Procedures for enforcement actions (or referrals to appropriate jurisdictional authority)
9. Identification of staff /department/outside entity responsible for inspections and for enforcement
10. Description of resources allocated to implement this permit element

Proactive Inspection Program SOP

1. Procedure and Criteria for identifying priority areas/facilities

In accordance with the MS4 NPDES permit, priority areas for inspection should include:

- o Areas with older infrastructure

- 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

2. List of identified priority areas/facilities

A list of the priority proactive inspection area/facilities for annual inspections are as follows;

- Gardens Avenue Commercial/Industrial Park
- Dyer Blvd. Industrial Area
- Church St. & Old Okeechobee Industrial Area
- PBC Fairgrounds Industrial Area
- Boca Rio Road Commercial/Industrial Area

Priority facilities are checked against the list of facility types associated with the FDEP MSGP Sectors to determine their need to be covered by a MSGP. PBC ERM staff shall research the DEP NPDES databases and alert DEP NPDES staff of facilities that do not appear to be covered under the MSGPs.

Proactive inspections shall be conducted in residential areas served by the Palm Beach County MS4. (Limited PBC MS4 service in residential area). Proactive inspections shall not be conducted in private storm sewer systems. However, complaint driven illicit discharge/connection reactive inspections shall continue in areas served by Homeowner Association (HOA) owned and operated storm sewer systems. (The majority of unincorporated PBC residential areas are served by private HOA operated storm sewer systems.)

3. Annual schedule for inspections

All areas/facilities will be inspected at least once within the current permit term. If a facility or area is discovered to have illicit discharges/connections/dumping, it will be placed on the schedule for re-inspection the following year. The schedule for inspecting the priority areas/facilities is:

4. Procedure for conducting site inspections

Priority Facility inspections: For proactive facility inspections, the trained inspector conducts an unannounced visit to the facility. A standardized inspection form is used (see attached).

Priority Area inspections: For general areas that have been designated to have a reasonable potential of containing illicit discharges/connections/dumping, a drive-around procedure is followed. The trained inspector(s) patrols the prioritized

area searching for indications of illicit discharges/connections/dumping. If any are identified, the inspector either stops to do a Facility Inspection, a reactive investigation, or completes a work order form for the appropriate personnel to complete the investigation.

5. Procedure for tracing source of discovered illicit discharge

Visual tracing from culvert to inlet to inlet (or manhole) to the source is utilized. In certain cases, tracing dye can confirm the route of the illicit discharge to the MS4 or receiving water body. If applicable, the illicit connection is identified. The nature or composition of the illicit discharge is confirmed.

6. Procedure for eliminating the discharge

Immediately inform the facility manager/site operator of the illicit discharge and request immediate cessation of the discharge. The mandated prohibition of illicit discharges and adopted legal authority is discussed with the facility manager/site operator.

7. Procedure for documenting the inspections and enforcement activities

Inspection forms and a database are used for the documentation of inspections, compliance and enforcement actions. (See Inspection Form)

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

Instances of non-compliance will be handled on a case by case nature with successively more rigorous enforcement measures depending on how egregious in nature the non-compliance or violation/violations are;

1. Notice of Non-Compliance
2. Notice of Violation

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

PBC Environmental Resource Management Department Surface Water Protection Section staff will conduct the Illicit Discharge Proactive Inspections and Compliance and Enforcement actions. (Note: PBC Engineering and Public Works staff conducting routine maintenance of structural controls has been trained on identifying illicit discharges. However, their referrals of potential illicit discharges are deemed reactive illicit discharge inspections, compliance and enforcement.)

10. Description of resources allocated to implement this permit element

ERM currently has 3 staff members trained in illicit discharge investigations.

Construction Site Plan Review and Construction Site Inspection Plan SOPs

Construction Site Plan Review

County Roadway Construction Sites

The Stormwater Pollution Prevention Plan (SWP3) is typically included in the Paving, Grading and Drainage Plans reviewed and approved by the Engineering Department. For projects plans that do not include a SWP3, the contractor submits a SWP3 to the Engineering Coordination Division at the Pre-Construction meeting for approval.

Private Construction Sites

The Palm Beach Unified Land Development Code, Article 14.C.7. Vegetation Preservation and Protection Subsection requires submittal of a Stormwater Pollution Prevention Plan prior to issuance of a land clearing permit. The Code provisions are below;

CHAPTER C VEGETATION PRESERVATION AND PROTECTION

Section 7 Application, Process, and General Standards

- 9) Methods of stormwater pollution prevention if construction of the project may result in an area of exposed soil greater than one acre subject to Federal National Pollution Discharge Elimination System (NPDES) stormwater regulations, a copy of the onsite Stormwater Pollution Prevention Plan shall be submitted as part of the application for approval. [Ord. 2008-037]

Construction Site Inspections

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

Timing

Construction site inspections are conducted:

- Before the start of construction if possible, when initial BMPs are established prior to clearing and grubbing.
- During construction (periodic inspections, based on the project's potential for discharge to our MS4, sensitive receiving water bodies, or water bodies listed as impaired by the FDEP.)

Site Priority

All construction sites are considered priority sites if they have the potential to discharge into the unincorporated Palm Beach County MS4, sensitive receiving water bodies within unincorporated Palm Beach County, or water bodies within unincorporated Palm Beach County listed as impaired by the FDEP. Sites will be inspected with a frequency deemed appropriate during the site plan review process, initial inspection and with consideration to rainfall events. In addition, any sites where compliance is a concern will be inspected more frequently.

Inspection Procedure

For private construction projects inspections are the responsibility of Palm Beach County ERM's Surface Water Protection section. For Palm Beach County roadway construction projects joint inspections are conducted by PBC Engineering Coordination Division's project manager and the erosion and sediment control representative of the General Contractor. The intent of the inspection is to verify that all BMPs are performing properly and to ensure that the required documentation is being kept on-site.

Enforcement

Instances of non-compliance will be handled on a case by case nature with successively more rigorous enforcement measures depending on how egregious in nature the non-compliance or violation/violations are.

1. Notice of Non-Compliance
2. Notice of Violation

Site Inspection**Inspection Protocol:**

1. The DEP Certified Erosion and Sedimentation Inspector shall familiarize himself/herself with the site Stormwater Pollution Prevention Plans (SWPPP) and identify all BMPs prior to the initial site inspection.
2. At the time of inspection, the inspector shall introduce himself/herself to the site superintendent and review the plans on site. Items to ask to see during the initial meeting with superintendent include:
 - a. State of Florida Notice of Intent (NOI) that should be posted/maintained on site.
 - b. Copy of Stormwater Pollution Prevention Plan (SWPPP) that should be maintained on site.

3. During the site inspection, it is the Inspectors responsibility to insure that all structural site erosion controls (BMPs) have been installed according to the approved plans and are working accordingly.
4. Photos shall be taken of current site conditions if necessary for documentation/enforcement. The inspector shall have capability to monitor turbidity and/or collect samples if the receiving water body is affected by the construction activities.

Method of Documentation

1. Upon returning to the office, site inspections shall be recorded in the appropriate computer database and inspection forms shall be completed and saved electronically and hard copies created and filed in the appropriate file folder. (See Construction Inspection Form and example Notice of Violation.)
2. Photos and turbidity data, if deemed necessary to obtain, shall be imported and saved into the appropriate database for future compliance and enforcement actions and reports.
3. The Erosion and Sedimentation Inspector shall maintain all documentation.



**Palm Beach County Department of Environmental Resources Management
NPDES COMPLIANCE INSPECTION REPORT**

Inspection # CI					
Inspection Date			Site Location		
Inspection Time					
Inspection Type	Initial	Re-Inspection	On-Site Manager		
Inspector (s)			Phone Numbers		
Weather Conditions			Engineer/Consultant		
WellField/Zone			Phone Numbers		
Natural Area:	☐ Yes	☐ No	Receiving Body:		
PCN:			Disturbed Area	>1 acres	>5 acres
Areas Evaluated During Inspection					
Documents	Yes	No	Comments		
Permits	☐ Yes	☐ No			
SWPPP Plan	☐ Yes	☐ No			
Records/Reports	☐ Yes	☐ No			
Facility Site Plan	☐ Yes	☐ No			
Copy of NOI	☐ Yes	☐ No			
Management Practices					
Erosion Controls	☐ Yes	☐ No			
Sediment Controls	☐ Yes	☐ No			
Turbidity Controls	☐ Yes	☐ No			
Dewatering	☐ Yes	☐ No	Wellpoint	☐	Sump ☐
Inlet Protection	☐ Yes	☐ No			
Chemical Storage	☐ Yes	☐ No			
Stabilization	☐ Yes	☐ No			
Exfiltration Trench	☐ Yes	☐ No			
Wet Detention Pond	☐ Yes	☐ No			
Dry Detention Pond	☐ Yes	☐ No			
Temp. Sediment Basin	☐ Yes	☐ No			
Waste Disposal	☐ Yes	☐ No			