

# 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
  (<a href="http://www.dep.state.fl.us/water/stormwater/npdes/contacts.htm">http://www.dep.state.fl.us/water/stormwater/npdes/contacts.htm</a>). Files larger than 10MB
  may be placed on the FTP site at: <a href="http://ftp.dep.state.fl.us/pub/NPDES">ftp://ftp.dep.state.fl.us/pub/NPDES</a> 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

SEC	TION 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	2 ☐ Year 3 [	Year 4	Year 5  Other, specify Year:						
E.	Reporting Time Period (month/year): Octob	er/ 2016 through	September /	2017						
	Name of the Responsible Authority: Verdenia C. Baker									
	Title: County Administrator									
	Mailing Address: 301 N. Olive Avenue									
F.	City: West Palm Beach	Zip Code: 3340	1	County: Palm Beach County						
	Telephone Number: (561) 355-2030		Fax Number	: (561) 355-3982						
	E-mail Address: VBaker@pbcgov.org									
	Name of the Designated Stormwater Manage Bonnie Finneran	ement Program C	ontact (if diffe	rent from Section I.F above):						
	Title: Environmental Director									
	Department: Environmental Resources Mana	agement								
G.	Mailing Address: 2300 North Jog Road, 4th I	Floor								
	City: West Palm Beach	Zip Code: 3341	1-2743	County: Palm Beach County						
	Telephone Number: (561) 233-2400		Fax Number: (561) 233-2414							
	E-mail Address: bfinnera@pbcgov.org									
SECT	TION II. MS4 MAJOR OUTFALL INVENT	ORY (Not Applic	able in Year 1							
A.	Number of outfalls ADDED to the outfall inve (Does this number include non-major outfalls	-		ear (insert "0" if none): 0 Applicable)						
В.	Number of outfalls REMOVED from the outfall (Does this number include non-major outfalls	•	•	ting year (insert "0" if none): 0 Applicable)						
C.	Is the change in the total number of outfalls of	due to lands anne	xed or vacated	d? ☐ Yes ☐ No ☒ Not Applicable						

SEC	TION 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.  **DEP Note: If permittee participates in a collaborative monitoring plan, permittee may refer to a joint response as defined by the interlocal agreement.  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.
В.	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.  DEP Note: Results must be specific to the permittee's SWMP.  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. <u>DEP Note:</u> Analysis must be specific to the permittee's SWMP.  Please see Joint Annual Report for PBC Group NPDES MS4 Permittees available at the NPDES Group Permittee's website at www.pbco-npdes.org.

SEC	TION IV. FISCAL ANALYSIS
A.	Total expenditures for the NPDES stormwater management program for the current reporting year: \$6,702,823
В.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$6,018,503
	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.
C.	

### 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): **Attachment Required Attachments Permit Citation Attached** N/A Number/Title Any additional information required to be submitted in this current annual reporting year in accordance with Part III.A of your permit Part III.A that is not otherwise included in Section VII below. If program resources have decreased from the previous year, a Part II.F discussion of the impacts on the implementation of the SWMP. An explanation of why the minimum inspection frequency in $\Box$ Part II.A.1 Table II.A.1.a. was not met, if applicable. A list of the flood control projects that did not include stormwater Part III.A.4 treatment and an explanation for each of why it did not (if applicable). A monitoring data summary as directed in Section III.C above Part VI.B.2. and in accordance with Rule 62-624.600(2)(c), F.A.C. YEAR 1 ONLY: An inventory of all known major outfalls and a $\boxtimes$ map depicting the location of the major outfalls (hard copy or CD-Part III.A.1 ROM) in accordance with Rule 62-624.600(2)(a), F.A.C. YEAR 2: A summary review of codes and regulations to reduce Part III.A.2 the stormwater impact from development. Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major Part V.A watershed in accordance with Rule 62-624.600(2)(b), F.A.C. YEAR 3: Summary of TMDL Monitoring Results (if applicable). Part VIII.B.2 П 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 Part III.A.2 development. YEAR 4: A report on any amendments to the applicable legal Part III.A.7.a authority (if applicable). YEAR 4: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C. The monitoring plan (with revisions, if applicable). Part V.B.3 Part V.A.3 If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate. Part VIII.B.3 $\Box$ YEAR 4: TMDL Supplemental SWMP (if applicable). 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: 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 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): Tow Van Almam Date: 2128/18

A.	В.			- W-0	C.	THE STATE OF	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable	SWMP Activ	rity		Numbe Activit Perforr	ties	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.1	Structural Controls and Stormwater Collection S	ystems Ope	eration						
	Report the current known inventory.								
	Report the number of inspection and maintenance a total inventory of each type of structure inspected an	ctivities cond d maintaine	ducted for d	each applic	able type o	of structu	re included in Table	II.A.1.a, and the p	percentage of the
	Note: Delete structures that are not in your MS4's in with the unit of measurement in the documentation.	ventory. The Unit options	permittee include: n	may choos niles, linear	se its own u feet, acres	unit of mo	easurement for each	structural control	to be consister
	Type of Structure	Number of Structures	Number of Inspections	Percent Inspected	Number of Maintenance Activities	Percent Maintained			
	Dry retention systems								SFWMD
		0	0	0	0	0	N.A.	N.A.	stormwate management criteria discourages retention systems.
	Exfiltration trench / French drains (If)	165,759	0	0%	0	0%	Job Perf. Report	Road & Bridge	All Inspected 2013/Inspect to resume inspecting a systems on every three years.
	Grass treatment swales (miles)	1224.5	68	1%	54	1%	Job Perf. Report	Road & Bridge	Full Inspecti 2013
	Dry detention systems	28	357	100%	168	100%	Dredge Job Cost	Road & Bridge	Inspected bi-monthly
	Wet detention systems	43	152	100%	258	100%	Dredge Job Cost	Road & Bridge	Inspected bi-monthly
	pump stations	1	12	100%	5	40%	Bridge job cost	Road & Bridge	D. Mondilly
	Major outfalls	152	122	80%	0	0	Job Perf. Report	Road & Bridge	Due to histor operation reco DEP granted request from PBC to inspe

A.	В.	30			C.		D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity					er of ties med	Documentation / Record	Entity Performing the Activity	Comments
									all major outfall during the permit cycle.
	Weirs or other control structures	61	0	0%	0	0	Dredge Job Cost	Road & Bridge	All weirs/control structures were inspected last Permit year.
	pipes / culverts (miles)	8.44	106	12.5%	71	10%	Job Perf. Report	Road & Bridge	Continue Inventory
	Inlets / catch basins / grates	40,161	25,033	62%	10,269	25%	Job Perf. Report	Road & Bridge	Continue
	Ditches / conveyance swales (miles)	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.								

	base of the second present in B. Hard S. Hard	C.	D.	E.	F.				
ermit Citation/ WMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments				
	Provide an evaluation of the Stormwater Management Program according to Part VI.B.3 of the permit.								
Part III.A.1	Strengths: Experienced staff.								
Summary	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 covere by the activities, and an estimate of the quantity of litter collected.								
	Note: If the permittee does not contract activities, delete CONTRACTOR activities.								
	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 (If)	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								

SECTION VII.	STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE				
A.	B.	C.	D.	E. L.	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 total nitrogen and total phosphorus loadings that were removed by the collection of swexplanation of why not in column F.	Il miles swept, an es weepings. If no stree	stimate of the quantity et sweeping program	y of sweepings colis implemented, p	lected, and the rovide the
	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 r	number of inspections	s conducted for ea	ch facility.
	Name of Facility	Number of Inspections			
l	PBC Vista Fleet Maintenance	1	Inspection Report	PBC Facilities Compliance	

A.	B	C.	D.	Ε.	F.					
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments					
	Provide an evaluation of the Stormwater Management Program according to Part VI.B	.3 of the permit.								
Part III.A.3	Strengths: Well organized maintenance program									
Part III.A.4	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 include stormwater treatment. The permittee shall provide a list of the projects where sit was not.	e during the repor stormwater treatm	ting period and the n ent was not included	umber of those pro with an explanation	ojects that did NC on for each of wh					
	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 Cont Projects curren under					
	Stormwater retrofit projects planned/under construction  Stormwater retrofit projects completed	0	Dept. Records	Engineering & Public Works	No Flood Control Projects curren					
			Dept. Records		No Flood Cont Projects currer under					
	Stormwater retrofit projects completed  If there were projects that did not include stormwater treatment, provide as an	1	Dept. Records		No Flood Cont Projects curren under					
Part III.A.4	Stormwater retrofit projects completed  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.	1	Dept. Records		No Flood Cont Projects curren under					
Part III.A.4 Summary	Stormwater retrofit projects completed  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.  Provide an evaluation of the Stormwater Management Program according to Part VI.B	1  .3 of the permit.	Dept. Records		No Flood Cor Projects curre under					

A.	В.	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.5	Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an	NPDES Stormwa	ater 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.I Strengths: Well managed facilities designed to retain 100 year storm event.  Limitations: None observed  SWMP revisions implemented to address limitations: None necessary at this ti	·							
Part III.A.6	Pesticides, Herbicides, and Fertilizer Application								
	Report the number of permittee personnel applicators and contracted commercial app	olicators of pesticion	des and herbicides who	are FDACS certi	fied / 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 nutrient-impaired water body, indicate that in Column F.	on is not applicabl	le because the permitt	ee is not within the	e watershed of				
	Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance								

A.	B. 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
	and the number of Web site visits (if applicable).				
	Brochures/Flyers/Fact sheets distributed	1,098	IFAS Monthly Reports	PBC UF/IFAS	
	Neighborhood presentations: Number conducted	2	IFAS Monthly Reports	PBC UF/IFAS	
	Neighborhood presentations: Number of participants	24	IFAS Monthly Reports	PBC UF/IFAS	
	Newspapers & newsletters: Number of articles/notices published  Newsletters: Number of newsletters distributed	1	IFAS Monthly Reports	PBC UF/IFAS	
	Public displays (e.g., kiosks, storyboards, posters, etc.)	10	IFAS Monthly Reports IFAS Monthly	PBC UF/IFAS	
	School presentations: Number conducted	2	Reports IFAS Monthly	PBC UF/IFAS	
	School presentations: Number of participants	8	Reports IFAS Monthly	PBC UF/IFAS	
	Seminars/Workshops: Number conducted	137	Reports IFAS Monthly	PBC UF/IFAS	
	Seminars/Workshops: Number of participants	3,896	Reports IFAS Monthly	PBC UF/IFAS	
	Special events: Number conducted	1	Reports IFAS Monthly	PBC UF/IFAS	
	Special events: Number of participants	150	Reports IFAS Monthly Reports	PBC UF/IFAS	
	Number of visitors to stormwater-related pages	1,976	IFAS Monthly Reports	PBC UF/IFAS	
	FYN: Brochure/Flyers/Fact sheets distributed	25,354	IFAS Monthly Reports	FYN	
	FYN: Neighborhood presentations: Number conducted	31	IFAS Monthly Reports	FYN	
	FYN: Neighborhood presentations: Number of participants	1,101	IFAS Monthly Reports	FYN	
	FYN: Public displays (e.g., kiosks, storyboards, posters, etc.)	6	IFAS Monthly Reports	FYN	
	FYN: Radio or television Public Service Announcements (PSAs)  FYN: School presentations: Number conducted	1	IFAS Monthly Reports IFAS Monthly	FYN	
	FYN: School presentations: Number of participants	3	Reports IFAS Monthly	FYN	
		76	Reports	FYN	
	FYN: Seminars/Workshops: Number conducted	17	IFAS Monthly	FYN	

A.	B. 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.6 Summary  Part III.A.7.a  Part III.A.7.a  Part III.A.7.c			Reports						
	FYN: Seminars/Workshops: Number of participants	728	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					
	Provide an evaluation of the Stormwater Management Program according to Part VI.E	3.3 of the permit.							
	Strengths: Extensive range of training, certification and educational programs.								
Summary	Limitations: None observed.								
	SWMP revisions implemented to address limitations: None at this time.								
Part III.A.7.a	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 cond and type of enforcement actions taken.	lucted by the perm	nittee, the number of il	licit activities foun	d, and the numbe				
	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/WL/citation/fines issued for illicit discharges found during proactive	0		PBC ERM					
	inspection	0		1 DO EI WI	No violations observed.				
	inspection Year 1 ONLY: Attach the written proactive inspection program plan			PBC ERM	observed. Attached.				
	inspection	⊠ uspected illicit dis	charges, including the forcement actions tak	PBC ERM number of report	observed. Attached.				
	inspection Year 1 ONLY: Attach the written proactive inspection program plan Report on the reactive investigation program as it relates to responding to reports of s	⊠ uspected illicit dis	charges, including the forcement actions tak	PBC ERM number of report	observed. Attached. s received, the  Public reportin of suspected illicit discharge has been				
	Year 1 ONLY: Attach the written proactive inspection program plan  Report on the reactive investigation program as it relates to responding to reports of s number of investigations conducted, the number of illicit activities found, and the num	uspected illicit dis ber and type of en	forcement actions tak	PBC ERM e number of report en.	observed. Attached. s received, the  Public reporting of suspected illicit discharge has been decreasing over				
	Tear 1 ONLY: Attach the written proactive inspection program plan  Report on the reactive investigation program as it relates to responding to reports of s number of investigations conducted, the number of illicit activities found, and the num  Reports of suspected illicit discharges received	uspected illicit dis ber and type of en	forcement actions take	PBC ERM enumber of report en. PBC ERM	observed. Attached. s received, the  Public reporting of suspected illicit discharge has been decreasing over				

A.	B. 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 the type of training activities, and the number of permittee personnel and contra	actors trained (bot	h in-house and outsid		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 a	ddressed.							
	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 pub 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	80%		Solid Waste Authority					
	Brochures/Flyers/Fact sheets distributed	106,650	Brochures	Recycling/ HHW Services/ Public Affairs					
	Household Hazardous Waste (HHW) Collection Day: Events	2,170	Disposal Records	HHW Services					

HHW Collection Day: Amount  Neigh Neighborn Newspapers & newsle Public displ  Radio or televis  So  Se  Num  Part III.A.7.g  Illicit Discharges and Improper Dis  Report on the type and number of act found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	t/Quantifiable SWMP Activity  of waste collected/recycled/disposed (tons) borhood presentations: Number conducted hood presentations: Number of participants etters: Number of articles/notices published //sletters: Number of newsletters distributed ays (e.g., kiosks, storyboards, posters, etc.)  sion Public Service Announcements (PSAs) School presentations: Number conducted chool presentations: Number of participants Seminars/Workshops: Number of participants Special events: Number conducted  Special events: Number of participants hoer of visitors to stormwater-related pages	Number of Activities Performed  1,848  177 6,202 12 12 139 3,991 443 18,899 6 2,000 75	Documentation / Record  Disposal Records  Samples  Samples  N.A.  Samples  DVD  Samples  Samples	Entity Performing the Activity  HHW Services Recycling Media Arts Public Affairs Recycling/ Community Services Public Affairs Recycling Recycling/ Community Services Recycling/ Recycling/ Recycling/ Recycling/ Recycling/ Recycling/ Recycling/ Recycling/	Comments
Neighborn Newspapers & newsle New Public displ Radio or televis Sc Se  Num Part III.A.7.g Illicit Discharges and Improper Dis Report on the type and number of act found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	borhood presentations: Number conducted hood presentations: Number of participants etters: Number of articles/notices published vsletters: Number of newsletters distributed ays (e.g., kiosks, storyboards, posters, etc.)  sion Public Service Announcements (PSAs) School presentations: Number conducted chool presentations: Number of participants Seminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants	177 6,202 12 12 139 3,991 443 18,899 6 2,000	Samples Samples N.A. Samples Samples DVD Samples Samples Samples Samples Samples Samples	Services Recycling Recycling Media Arts Public Affairs Recycling/ Community Services Public Affairs Recycling Recycling Recycling Recycling Recycling Recycling Recycling Recycling/ Community Services	
Newspapers & newsle New Public displ  Radio or televis  Sc  Se  Num  Part III.A.7.g Illicit Discharges and Improper Discharges and number of action found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	hood presentations: Number of participants etters: Number of articles/notices published vsletters: Number of newsletters distributed ays (e.g., kiosks, storyboards, posters, etc.)  sion Public Service Announcements (PSAs) School presentations: Number conducted chool presentations: Number of participants Seminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants	6,202 12 12 139 3,991 443 18,899 6 2,000	Samples N.A. Samples Samples DVD Samples Samples Samples Samples Samples Samples	Recycling Media Arts Public Affairs Recycling/ Community Services Public Affairs Recycling Recycling Recycling Recycling Recycling Recycling/ Community Services	
Newspapers & newsle New Public displ  Radio or televis  Sc  Sc  Num  Part III.A.7.g Illicit Discharges and Improper Discharges and number of action found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	etters: Number of articles/notices published vsletters: Number of newsletters distributed ays (e.g., kiosks, storyboards, posters, etc.)  sion Public Service Announcements (PSAs) School presentations: Number conducted chool presentations: Number of participants Seminars/Workshops: Number conducted eminars/Workshops: Number of participants Special events: Number of participants	12 12 139 3,991 443 18,899 6 2,000	N.A. Samples Samples DVD Samples Samples Samples Samples Samples Samples	Recycling Media Arts Public Affairs Recycling/ Community Services Public Affairs Recycling Recycling Recycling Recycling Recycling Recycling/ Community Services	
Radio or televis  So  Se  Num  Part III.A.7.g Illicit Discharges and Improper Discharges and number of action found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	sietters: Number of newsletters distributed ays (e.g., kiosks, storyboards, posters, etc.) sion Public Service Announcements (PSAs) School presentations: Number conducted chool presentations: Number of participants Seminars/Workshops: Number conducted chinars/Workshops: Number of participants Special events: Number of participants	12 139 3,991 443 18,899 6 2,000	Samples Samples DVD Samples Samples Samples Samples Samples Samples	Public Affairs Recycling/ Community Services Public Affairs Recycling Recycling Recycling Recycling Recycling Recycling/ Community Services	
Public displ Radio or televis So So Se  Num Part III.A.7.g Illicit Discharges and Improper Dis Report on the type and number of action found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	sion Public Service Announcements (PSAs) School presentations: Number conducted thool presentations: Number of participants Seminars/Workshops: Number conducted eminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants	139 3,991 443 18,899 6 2,000	Samples  DVD  Samples  Samples  Samples  Samples  Samples  Samples	Recycling/ Community Services Public Affairs Recycling Recycling Recycling Recycling Recycling Community Services	
Radio or televis  So  Se  Num  Part III.A.7.g Illicit Discharges and Improper Discharges and number of action of the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	sion Public Service Announcements (PSAs) School presentations: Number conducted chool presentations: Number of participants Seminars/Workshops: Number conducted chinars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants	139 3,991 443 18,899 6 2,000	Samples  DVD  Samples  Samples  Samples  Samples  Samples  Samples	Recycling/ Community Services Public Affairs Recycling Recycling Recycling Recycling Recycling Community Services	
Num  Part III.A.7.g Illicit Discharges and Improper Dis  Report on the type and number of action of and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	School presentations: Number conducted chool presentations: Number of participants Seminars/Workshops: Number conducted eminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants	443 18,899 6 2,000	Samples Samples Samples Samples Samples	Public Affairs  Recycling  Recycling  Recycling  Recycling  Recycling/  Community  Services	
Num  Part III.A.7.g Illicit Discharges and Improper Dis  Report on the type and number of action found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	Shool presentations: Number of participants Seminars/Workshops: Number conducted eminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants	443 18,899 6 2,000	Samples Samples Samples Samples Samples	Recycling Recycling Recycling Recycling Recycling/ Community Services	
Num  Part III.A.7.g Illicit Discharges and Improper Dis  Report on the type and number of action of and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	Seminars/Workshops: Number conducted eminars/Workshops: Number of participants Special events: Number conducted  Special events: Number of participants	6 2,000 75	Samples Samples Samples Samples	Recycling Recycling Recycling Recycling/ Community Services	
Num Part III.A.7.g Illicit Discharges and Improper Dis Report on the type and number of act found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	Seminars/Workshops: Number conducted eminars/Workshops: Number of participants Special events: Number conducted  Special events: Number of participants	6 2,000 75	Samples Samples Samples	Recycling Recycling Recycling/ Community Services	
Part III.A.7.g Illicit Discharges and Improper Dis  Report on the type and number of action of and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	eminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants	75	Samples Samples	Recycling Recycling/ Community Services	
Part III.A.7.g  Illicit Discharges and Improper Discharges and number of action of and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	Special events: Number conducted  Special events: Number of participants	75	Samples	Recycling/ Community Services	
Part III.A.7.g  Illicit Discharges and Improper Discha		103,873			
Part III.A.7.g  Illicit Discharges and Improper Discha	aber of visitors to stormwater-related pages		Samples	Com. Service	
Report on the type and number of activity to reduce/eliminate SS	Totalo la olocamator-rolatoa pages	N.A.			
found and the number resolved, and infiltration incidents into the MS4.  Activity to reduce/eliminate SS	posal — Limitation of Sanitary Sewer Seepag				
	tivities undertaken to reduce or eliminate SSOs a the name of the owner of the sanitary sewer syst	and inflow/ infiltrations in the perrection in t	on, the number of SSO mittee's jurisdiction. R	Os or inflow / infiltreport only the SSC	ration incidents Os and inflow /
	Owner of the sanitary sewer system		Palm Beach Coun	tv Water Utilities	
A attritu ta va du a /a livetua	Os and I&I: Repair / lining of sanitary sewer	22.000	I & I Monthly	WUD Const.	
A stirite as series at line in a	system (ft.)	32,000	Activity Report	Group	
Activity to reduce/elimina	te SSOs and I&I: Lift Station Rehabilitation /	28	I & I Monthly	WUD Const.	
	Conversion	20	Activity Report	Group	
	SSO incidents discovered	7	I & I Monthly	WUD Const.	
		<u> </u>	Activity Report	Group	
	SSO incidents resolved	7	I & I Monthly	WUD Const.	
			Activity Report	Group	
	Inflow / Infiltration incidents discovered			WUD Const. Group	None reporte
	Intiow / Intiltration incidents discovered		ACTIVITY REPORT	WUD Const.	
	Inflow / infiltration incidents discovered Inflow / infiltration incidents resolved	0	Activity Report I & I Monthly	I MALID Conct I	

	STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE									
A.	В.						F.			
Permit Citation/ SWMP Element	t Permit Requirement/Quantifiable SWMP Activity			er of ties med	Documentation / Record	Entity Performing the Activity	Comments			
	For activities required by Part III.A.7: Provide an evaluation of the Stormwa	ter Manage								
Part III.A.7 Summary	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	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 num	ber of high i	isk facilitie	es and th	e number of facilitie	s newly added ea	ach year.			
	Report on the high risk facilities inspection program, including the number of	of inspection	ns conduc	ted and t	the number and type	of enforcement	actions taken.			
	Type of Facility	Number of Facilities	Number of Inspections							
		Z ~	Z <u>E</u>	Б			The PBC Solid			
	Operating municipal landfills	1	0	0			Waste Authority has one operating landfil 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 discrepancie 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	١.						

SECTION VII.	STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE										
A.	В.	C.	D.	E.	E. F.						
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments						
	For activities required by Part III.A.8: Provide an evaluation of the Stormwater Manag										
Part III.A.8	Strengths: Lack of industrial activity and High-Risk facilities in PBC.										
Summary	Limitations: None.										
	SWMP revisions implemented to address limitations: None deemed necessary	d to address limitations: None deemed necessary at this time.									
Part III.A.9.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 s	tormwater, erosion,	and sedimentation of	controls, and the n	umber 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.								
1	Report the number of development permit applicants notified of the ERP and CGP, a	nd the number of ap	plicants who confirm	ned 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.						

	STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE	PACT LINE		9/15/18								
A.	В.	C. Number of	D.	E.	F.							
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	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 const reporting year, the number of inspections of active construction sites, the percentage enforcement actions / referrals taken.	truction sites, inclu of active construct	ding the number of action sites inspected, ar	tive construction nd the number an	sites during the d type of							
	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 numbe 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.							

A.	В.		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									
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).									
*		Annual Training								
	Permittee construction site inspectors	2	3	Attendance log.	Florida Stormwater Erosion and Sediment Control Inspector Training/ EXCAL Visual					
	Permittee construction site plan reviewers	O	DEP Erosion and sediment control inspector certificates.	PBC Engineering Coordination and ERM	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 st									

SEC	TION VIII. CHANG	GES TO THE STORMWATER MANAGEMENT PROGRAM (SWMP) ACTIVITIES (Not Applicable in Year 4)
Α.	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.
Α.		No changes proposed.
В.	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)

SEC	TION IX.	TMDL Status Rep	ort						
	YEAR 1 Pro Identificatio	ovide a table summa n number of the out	arizing the status of fall prioritized for TM	the TMDL process. In IDL monitoring.	clude a list of prioritize	ed TMDLs and their r	nonitoring and imp	lementation schedule	e; and include the
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		
			ta summary or BPC SWMP (if applicabl						
	Year 4: Sub		SWMP (if applicabl						
B.	WBID Number	Concern	Summary / BPCP Submitted	SWMP Submitted	Pi	ate			
			(Year 3 AR)	(Year 4 AR; N/A if BPCP)					
C.	Provide a h	rief statement as to	the status of TMDI	implementation accor	ding to Part VIII.B. of	the nermit (e.g. statu	s of monitoring to	validate M/LA):	
					nt and should be com		o or monitoring to	vandate WLAJ.	



■ Miles 1.5 

### **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:

Areas with older infrastructure

- o Industrial, commercial, or mixed use areas
- o Areas with history of past illicit discharges and/or illegal dumping
- o 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 N	0	Receiving Body:			
PCN:			Disturbed Area >1 a	cres >	5 acres	
	***	Areas Eval	uated During Inspection			
Documents	Yes	No		Comment	S	
Permits	Yes	☐ No				
SWPPP Plan	Yes	☐ No				
Records/Reports	Yes	□ No				
Facility Site Plan	Yes	□ No				
Copy of NOI	Yes	□ No				
Management Practices	111 3					
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				