



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

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

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

**SECTION I. BACKGROUND INFORMATION**

<b>A.</b>	Permittee Name: City of Atlantis		
<b>B.</b>	Permit Name: Palm Beach County Municipal Separate Storm Sewer System		
<b>C.</b>	Permit Number: FLS000018-003 (Cycle 3)		
<b>D.</b>	Annual Report Year: <input checked="" type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
<b>E.</b>	Reporting Time Period (month/year): 03/ 11 through 09 / 11		
<b>F.</b>	Name of the Responsible Authority: Ms. Mo Thornton		
	Title: City Manager		
	Mailing Address: 260 Orange Tree Drive		
	City: Atlantis	Zip Code: 33462-1193	County: Palm Beach
	Telephone Number: 561-965-1744		Fax Number: 561-642-1806
E-mail Address: mthornton@atlantisfl.gov			
<b>G.</b>	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Steven Mazuk		
	Title: Utilities/Public Works Director		
	Department: Utilities/Public Works		
	Mailing Address: 260 Orange Tree Drive		
	City: Atlantis	Zip Code: 33462-1193	County: Palm Beach
	Telephone Number: 561-965-1744		Fax Number: 561-642-1806
E-mail Address: smazuk@atlantisfl.gov			

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

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

### SECTION III. MONITORING PROGRAM

	Provide a brief statement as to the status of monitoring plan implementation:
A.	<i>DEP Note: All co-permittees may refer to the PBC Joint AR here as follows: "The monitoring plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the monitoring information."</i>
	Provide a brief discussion of the monitoring results to date:
B.	<i>DEP Notes:</i> <ul style="list-style-type: none"><li>• All co-permittees may refer to the PBC Joint AR here as follows: "Please see the Palm Beach County Joint Annual Report for the monitoring information."</li><li>• See Part V of the permit for the monitoring requirements.</li></ul>
C.	Attach a monitoring data summary, as required by the permit.

### SECTION IV. FISCAL ANALYSIS

A.	Total expenditures for the NPDES stormwater management program for the current reporting year: \$5,000(12 Months) <i>DEP Note: If program resources have decreased from the previous year, attach a discussion of the impacts on the implementation of the SWMP as per Part II.F of the permit.</i>
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$45,000

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

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

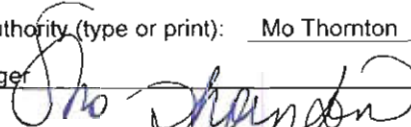
Attached	N/A	<b>***DEP Note: Please complete Checklists A &amp; B at the end of the tailored form.***</b>
<input type="checkbox"/>	<input type="checkbox"/>	Any additional information required to be submitted in this current annual reporting year in accordance with Part III.A of your permit that is not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

**DO NOT SUBMIT ANY OTHER MATERIALS**  
(such as records and logs of activities, monitoring raw data, public outreach materials, etc.)

### SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

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

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name of Responsible Authority (type or print): Mo Thornton  
Title: City Manager  
Signature:  Date: 01/03/2012

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

A.	B.					C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity					Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
<b>Part III.A.1</b>	<b>Structural Controls and Stormwater Collection Systems Operation</b>								
<p>Maintain an up-to-date inventory of the structural controls and roadway stormwater collection structures operated by the permittee, including, at a minimum, all of the types of control structures listed in Table II.A.1.a of the permit. Report the current known inventory.</p> <p><i>DEP Note: The permittee needs to “customize” this section by adding any structural controls to the list below that are part of the permittee’s MS4 currently or are planned for the future. The permittee may remove any structural controls listed that it does not have currently or will likely not have during this permit cycle. Please see the attached description of each type of structure. In addition, the permittee may choose its own unit of measurement for each structural control to be consistent with the unit of measurement in the documentation. Unit options include: miles, linear feet, acres, etc.</i></p> <p>Report the number of inspection and maintenance activities conducted for each type of structure included in Table II.A.1.a, and the percentage of the total inventory of each type of structure inspected and maintained. If the minimum inspection frequencies set forth in Table II.A.1.a were not met, provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met.</p> <p><i>DEP Note: If the minimum inspection frequencies set forth in Table II.A.1.a of the permit were not met for one or more type of structure, the permittee must provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met. Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>									
Type of Structure		Number of Activities Performed				Documentation / Record	Entity Performing the Activity	Comments	
		Total Number of Structures	Number of Inspections *	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained			
Dry retention systems		1	25(42)	100	30(51)	100	Tracking Sheet	Atlantis	Mowing & litter A1abcfgh
Exfiltration trench / French drains (linear feet)		236	1(2)	100	0	100	Tracking Sheet	Atlantis	Not Needed D1a
Grass treatment swales (miles)		26	1(2)	100	0	100	Tracking Sheet	Atlantis	13 miles *2*2F1
Dry detention systems		1	44(76)	100	31(55)	100	Tracking Sheet	Atlantis	Pine Tree Court B1abcdehij
Wet detention systems		1	30(52)	100	30(52)	100	Tracking Sheet	Atlantis	Lake Atlantis Mowing C1e
Pollution control boxes		0	N/A				N/A		N/A
Stormwater pump stations		0	N/A				N/A		Private Owner, O&M by CC
Major stormwater outfalls		1	1(2)	100	0	0	Tracking Sheet	Atlantis	Pine Tree E1a

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A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity				C. Number of Activities Performed		D. Documentation / Record	E. Entity Performing the Activity	F. Comments
	<b>Weirs or other control structures</b>	1	1(2)	100	0	0	Tracking Sheet	Atlantis	Pine Tree E1a
	<b>MS4 pipes / culverts (miles)</b>	7.6	30(52)	65	1	<1	Tracking Sheet, Log book	Atlantis	5/10/11 Forest View Drive
	<b>Inlets / catch basins / grates</b>	418	38,038 (165,208)	100	As Needed	100	Tracking Sheet	Atlantis	IIA3*418
	<b>Ditches / conveyance swales (miles)</b>	0	N/A				N/A		
	<b>ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were <u>not</u> met</b> <b>Year 1 ONLY: Attach a map of all known major outfalls as per Rule 62-624.600(2)(a), F.A.C.</b>							Storm Sewer Obs Map, Tracking Sheet	Atlantis
							Major Outfall Map	Atlantis	Same as 2004
<b>Part III.A.2</b>	<b>Areas of New Development and Significant Redevelopment</b>								
Report the number of new development and significant redevelopment projects reviewed by the permittee for post-development stormwater considerations.  <i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. This provision <u>DOES NOT APPLY</u> to Indian Trail Improvement District (ITID), Northern Palm Beach County Improvement District (NPBCID), South Indian River Water Control District (SIRWCD), and FDOT.</i>									
<b>Number of new development / significant redevelopment projects reviewed</b>					1		Submittal, RAI's, Responses	Atlantis	JFK MOB
Provide in the Year 2 Annual Report the summary report of the review of local codes activity. Provide in the Year 4 Annual Report the follow-up report on plan implementation of modifying codes to allow low impact design BMPs.  <i>DEP Note: Refer to Part III.A.2 of the permit for details regarding what the review entails, and what must be included in the summary report and follow-up report. Please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E. This provision <u>DOES NOT APPLY</u> to ITID, NPBCID, SIRWCD, and FDOT.</i>									
<b>Year 2 ONLY: Attach the summary report of the review activity</b>							N/A	N/A	N/A
<b>Year 4 ONLY: Attach the follow-up report on plan implementation</b>							N/A	N/A	N/A
<b>Part III.A.3</b>	<b>Roadways</b>								
Annually review (and revise, as needed) and implement the permittee's written procedures for the litter control program(s) for public streets, roads, and highways, including rights-of-way, employed within the permittee's jurisdictional area and properly dispose of collected material. Implement the program on a monthly, or on an as needed, basis. Report on the litter control program, including the frequency of litter collection, an estimate of the total number of road miles cleaned or amount of area covered by the activities, and an estimate of the quantity of litter collected.  <i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. In addition, the permittee may choose its own units of measurement for the reporting items. Unit options for the amount of litter include: bags, cubic yards, pounds, tons. Unit options for the amount of area covered by the activity include: square feet, linear feet, yards, miles, acres. If all litter collection is performed by staff or by contractors, but not by both, please remove the non-applicable reporting items.</i>									
<b>PERMITTEE Litter Control Program: Frequency of litter collection</b>					61(104)		Tracking Sheet	Atlantis	IIA23
<b>PERMITTEE Litter Control Program: Estimated amount of area maintained (linear feet)</b>					104 lane miles		Street Map	Atlantis	13 miles of 2 lane roads
<b>PERMITTEE Litter Control Program: Estimated amount of litter collected</b>					215 bags/42.6		Utilities Log Book	Atlantis	(40 gal bag)

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	(cubic yards) <b>CONTRACTOR Litter Control Program: Frequency of litter collection</b>	N/A			/(7.48*27) By Atlantis
	<b>CONTRACTOR Litter Control Program: Estimated amount of area maintained (linear feet)</b>	N/A			By Atlantis
	<b>CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)</b>	N/A			By Atlantis
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.					
<i>DEP Note: The permittee may choose its own unit of measurement for the amount of litter collected. Unit options include: bags, cubic yards, pounds, tons. If an Adopt-A-Road or similar program is not implemented by the permittee, please note that in Column F but do not remove the Adopt-A-Road Program reporting items.</i>					
	<b>Keep PBC Beautiful Trash Pick-up Events: Total miles cleaned</b>	N/A			Not Needed
	<b>Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)</b>	N/A			Not Needed
	<b>Adopt-A-Road Program: Total miles cleaned</b>	N/A			Not Needed
	<b>Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)</b>	N/A			Not Needed
Report on the street sweeping program, including the frequency of the sweeping, total miles swept, an estimate of the quantity of sweepings collected, and the total nitrogen (TN) and total phosphorus (TP) loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in the Year 1 Annual Report.					
<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. Also, the permittee may choose its own unit of measurement for the amount of sweeping material collected. Unit options include: cubic yards, pounds, tons.</i>					
<i>DEP Note: If the permittee has curbs and gutters but no street sweeping program is implemented, the permittee must provide an explanation of why not in the Year 1 Annual Report. Refer to Part III.A.3 of the permit for the information that must be included in the explanation (including the alternate BMPs used or planned in lieu of street sweeping). Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i>					
	<b>Frequency of street sweeping</b>	61(104)	Tracking Sheet	Atlantis	IIA23
	<b>Total miles swept (per year)</b>	104 lane miles	Street Map	Atlantis	13 miles of 2 lanes roads*4
	<b>Estimated quantity of sweeping material collected (cubic yards)</b>	18	WTP Op Log	All American Sweeping	
	<b>Total nitrogen loadings removed (pounds)</b>	23.2	Calculation	All American Sweeping	18*2,295*0.000563
	<b>Total phosphorus loadings removed (pounds)</b>	14.9	Calculation	All American Sweeping	18*2,295*0.000361
	<b>Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned</b>				N/A
Annually review (and revise, as needed) and implement the permittee's written standard practices to reduce the pollutants in stormwater runoff from areas associated with road repair and maintenance, and from permittee-owned or operated equipment yards and maintenance shops that support road maintenance activities. Report the number of applicable facilities and the number of inspections conducted for each facility.					
<i>DEP Note: The permittee needs to "customize" this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If "0" is reported in Column C for the number of inspections conducted and the permittee has one or more</i>					

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	<p><i>applicable facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</i></p>	<p><b>Number of Inspections</b></p>			
	<p><b>Name of facility #1: Road Repair &amp; Maintenance</b></p>	<p>Daily</p>	<p>Utilities Log Book</p>	<p>Atlantis</p>	<p>Problems Logged</p>
	<p><b>Name of facility #2: N/A</b></p>				
	<p><b>Name of facility #3: N/A</b></p>				
	<p><b>Name of facility #4: N/A</b></p>				
<p><b>Part III.A.4</b></p>	<p><b>Flood Control Projects</b></p>				
	<p>Report the total number of flood control projects that were constructed by the permittee during the reporting period and the number of those projects that did NOT include stormwater treatment. The permittee shall provide a list of the projects where stormwater treatment was not included with an explanation for each of why it was not. Report on any stormwater retrofit planning activities and the associated implementation of retrofitting projects to reduce stormwater pollutant loads from existing drainage systems that do not have treatment BMPs.</p> <p><i>DEP Note:</i> A “stormwater retrofit project” is one implemented primarily to provide stormwater treatment.</p> <p><i>DEP Note:</i> The status of the flood control and retrofit projects should be reported as of the last day of the applicable reporting period. Therefore, there should be no duplication for those reported as planned, for those reported as under construction and for those reported as completed.</p> <p><i>DEP Note:</i> If applicable, please provide the title of the attached list of flood control projects that did not include stormwater treatment in Column D and the name of the entity who finalized the list in Column E.</p>				
	<p><b>Flood control projects completed during the reporting period</b></p>	<p>0</p>			<p>None</p>
	<p><b>Flood control projects completed during the reporting period that did <u>not</u> include stormwater treatment</b></p>	<p>0</p>			<p>None</p>
	<p><b>ATTACH a list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it was not</b></p>				
	<p><b>Stormwater retrofit projects planned</b></p>	<p>0</p>			<p>None</p>
	<p><b>Stormwater retrofit projects under construction during the reporting period</b></p>	<p>0</p>			<p>None</p>
	<p><b>Stormwater retrofit projects completed during the reporting period</b></p>	<p>0</p>			<p>None</p>
<p><b>Part III.A.5</b></p>	<p><b>Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit</b></p>				
	<p>Annually review (and revise, as needed) and implement the permittee’s written procedures for inspections and the implementation of measures to control discharges from the following facilities that are not otherwise covered by an NPDES stormwater permit:</p> <ul style="list-style-type: none"> <li>• Operating municipal landfills;</li> <li>• Municipal waste transfer stations;</li> <li>• Municipal waste fleet maintenance facilities; and</li> <li>• Any other municipal waste treatment, waste storage, and waste disposal facilities.</li> </ul>				

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<p>Report the number of applicable facilities and the number of the inspections conducted for each facility.</p>					
<p><i>DEP Note: The permittee needs to “customize” this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If “0” is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. An applicable facility under Part III.A.5 includes, but is not limited to, those facilities/yards where street sweeping material and/or yard waste are temporary stockpiled, and where solid waste collection vehicles are parked and/or maintained. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</i></p>					
		<b>Number of Inspections</b>			
Name of facility #1:					None
Name of facility #2:					None
Name of facility #3:					None
Name of facility #4:					None
<b>Part III.A.6</b>	<b>Pesticides, Herbicides, and Fertilizer Application</b>				
<p>Continue to require proper certification and licensing by the Florida Department of Agriculture and Consumer Services (FDACS) for all applicators contracted to apply pesticides, herbicides, or fertilizers on permittee-owned property, as well as any permittee personnel employed in the application of these products. Report the number of permittee personnel applicators and contracted commercial applicators of pesticides and herbicides who are FDACS certified / licensed. Report the number of permittee personnel and contractors who have been trained through the Green Industry BMP Program, and the number of contracted commercial applicators of fertilizer who are FDACS certified / licensed.</p>					
<p><i>DEP Note: If “0” is reported in Column C for any of the reporting items, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training / certification was previously provided / obtained, and the names of the personnel and contractors previously trained / certified.</i></p>					
PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides		0			By Contract
CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides		2	Contract	Lake Master, Advanced Aquatics	
CONTRACTORS: FDACS certified / licensed applicators of fertilizer		1	Contract	Shelhamer, Inc.	
PERSONNEL: Green Industry BMP Program training completed		0			By 2014
CONTRACTORS: Green Industry BMP Program training completed		0			By 2014
<p>Pursuant to SB 2080 (2009), all local governments are encouraged to adopt a Florida-friendly Landscaping Ordinance similar to the one set forth in the document “Florida-friendly Guidance Models for Ordinances, Covenants and Restrictions.” If the broader Florida-friendly ordinance described above is not adopted, then <u>all local governments within the watershed of a nutrient-impaired water body</u> shall adopt the Department’s Model Ordinance for Florida-Friendly Fertilizer Use on Urban Landscapes pursuant to SB 494 (2009) or an ordinance that includes all of the requirements set forth in the Model Ordinance. <u>The ordinance shall be adopted within 24 months of the date of permit issuance.</u> Provide a copy of the adopted ordinance with the subsequent Year 1 or Year 2 Annual Report.</p>					
<p><i>DEP Note: This provision DOES NOT APPLY to ITID, NPBCID, SIRWCD, and FDOT. For all other permittees, if this provision is not applicable because the permittee is not within the watershed of a nutrient-impaired water body, then please indicate that in Column F, but do not remove this reporting item.</i></p>					

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<p><i>DEP Note: Please provide the title and citation of the ordinance in Column D, and the name of the entity who finalized the ordinance in Column E.</i></p>																																																																	
<b>Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance</b>					N/A																																																												
<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable). Activities performed under the Florida Yards and Neighborhoods (FYN) program should only be reported if the permittee is contributing funding towards the FYN staff and program within its jurisdiction.</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: All the permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the row below. The permittees may remove all reporting items except the first reporting item if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</i></p> <p><i>DEP Note: Indicate under Column E "Entity Performing the Activity" if FYN or IFAS is performing any of the reported public education and outreach activities. In addition, please complete the following line:</i></p> <p style="text-align: center;"><b>FYN PROGRAM FUNDING: Permittee Provides Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount of Funding = \$</b></p>																																																																	
<p><b>Public education and outreach program</b></p> <p><b>Estimated percentage of the population reached by the activities in total</b></p> <p><b>Brochures/Flyers/Fact sheets distributed</b></p> <p><b>FYN: Brochure/Flyers/Fact sheets distributed</b></p> <p><b>Neighborhood presentations: Number conducted</b></p> <p><b>FYN: Neighborhood presentations: Number of participants</b></p> <p><b>FYN: Neighborhood presentations: Number conducted</b></p> <p><b>Neighborhood presentations: Number of participants</b></p> <p><b>Newspapers &amp; newsletters: Number of articles/notices published</b></p> <p><b>Newsletters: Number of newsletters distributed</b></p> <p><b>Public displays (e.g., kiosks, storyboards, posters, etc.)</b></p> <p><b>FYN: Public displays (e.g., kiosks, storyboards, posters, etc.)</b></p> <p><b>Radio or television Public Service Announcements (PSAs)</b></p> <p><b>FYN: Radio or television Public Service Announcements (PSAs)</b></p> <p><b>School presentations: Number conducted</b></p> <p><b>School presentations: Number of participants</b></p>		<p>The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.</p> <table border="1" data-bbox="1096 1031 2022 1461"> <tr> <td>100%</td> <td>The City News</td> <td>Atlantis</td> <td></td> </tr> <tr> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>0</td> <td></td> <td>FYN</td> <td></td> </tr> <tr> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>FYN</td> <td></td> </tr> <tr> <td></td> <td></td> <td>FYN</td> <td></td> </tr> <tr> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>1</td> <td></td> <td></td> <td></td> </tr> <tr> <td>1200</td> <td></td> <td></td> <td></td> </tr> <tr> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>0</td> <td></td> <td>FYN</td> <td></td> </tr> <tr> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>0</td> <td></td> <td>FYN</td> <td></td> </tr> <tr> <td>0</td> <td></td> <td></td> <td></td> </tr> <tr> <td>N/A</td> <td></td> <td></td> <td></td> </tr> </table>				100%	The City News	Atlantis		0				0		FYN		0						FYN				FYN		0				1				1200				0				0		FYN		0				0		FYN		0				N/A			
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	FYN: School presentations: Number conducted FYN: School presentations: Number of participants Seminars/Workshops: Number conducted Seminars/Workshops: Number of participants FYN: Seminars/Workshops: Number conducted FYN: Seminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants FYN: Special events: Number conducted FYN: Special events: Number of participants Web Site: Number of hits / visitors to the stormwater-related pages	   0 N/A   0 N/A  1	         City	FYN FYN  FYN FYN  FYN FYN	         Web Site
	<p>During Year 1 of the permit, develop and implement a written plan for the training of all permittee personnel applicators and contracted applicators to emphasize the stormwater implications of pesticide, herbicide and fertilizer application. Follow-up training shall be provided annually. Training to obtain or maintain an FDACS certificate and/or license does not satisfy this requirement. Report the number of permittee personnel applicators and contracted applicators who participated in training on the stormwater implications of pesticide, herbicide and fertilizer application (both in-house and outside training).</p> <p><b><i>DEP Note:</i></b> This permit requirement has been removed from other Phase I MS4 permits that were reissued after the Palm Beach County MS4 permit since recent changes to the FDACS certification / licensing program have allowed it to adequately fulfill this requirement. Therefore, at this time, this permit requirement does not need to be implemented.</p>				
Part III.A.7.a	<p><b>Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures</b></p>				
	<p>Where applicable, strengthen the legal authority to conduct inspections, conduct monitoring, control illicit discharges, illicit connections, illegal dumping and spills into the MS4 and to require compliance with conditions in ordinances, permits, contracts, and orders. Report amendments, as needed.</p> <p><i>DEP Note:</i> If applicable, please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E.</p> <p><b>ATTACH a report on any amendments to the applicable legal authority</b></p>				
Part III.A.7.c	<p><b>Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal</b></p>				
	<p>During Year 1 of the permit, develop and implement a written proactive inspection program plan for identifying and eliminating sources of illicit discharges, illicit connections, or dumping to the MS4. Report on the proactive inspection program, including the number of inspections conducted, the number of illicit activities found, and the number and type of enforcement actions taken.</p> <p><i>DEP Note:</i> If "0" is reported in Column C for the first reporting item, please include an explanation in Column F for why no proactive inspections were performed. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</p> <p><i>DEP Note:</i> Proactive inspections may include, for example, suspect areas (e.g., industrial areas), commercial businesses (e.g., restaurants, car washes, service stations, laundries / dry cleaners, auto body shops, mobile carpet cleaners) or temporary activities (e.g., special events / fairs / circuses) that would not otherwise be inspected during routine inspections and maintenance of the MS4, in association with high risk industrial facilities or construction sites, or in response to citizen or staff reports.</p>				

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<i>DEP Note: Refer to Part III.A.7.c of the permit for what must be included in the written proactive inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</i>						
<b>Proactive inspections for suspected illicit discharges / connections / dumping</b>		Daily	Utilities Log Book	Atlantis	No Commercial or Industrial	
<b>Illicit discharges / connections / dumping found during a proactive inspection</b>		0	SOP form	Atlantis		
<b>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection</b>		0	N/A	Atlantis		
<b>Fines issued for illicit discharges / connections / dumping found during a proactive inspection</b>		0	N/A	Atlantis		
<b>Year 1 ONLY: Attach the written proactive inspection program plan</b>			SOP	Attached	Attached	
Annually review (and revise, as needed) and implement the permittee's written procedures to conduct reactive investigations to identify and eliminate the source(s) of illicit discharges, illicit connections or improper disposal to the MS4, based on reports received from permittee personnel, contractors, citizens, or other entities regarding suspected illicit activity. Report on the reactive investigation program as it relates to responding to reports of suspected illicit discharges, including the number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken.						
<i>DEP Note: If the number of reports received differs from the number of reactive investigations, please provide an explanation for the discrepancy in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i>						
<b>Reports of suspected illicit connections / discharges / dumping received</b>		0	SOP form	Atlantis		
<b>Reactive investigations of reports of suspected illicit discharges/ connections / dumping</b>		0	SOP form	Atlantis		
<b>Illicit discharges / connections / dumping found during a reactive investigation</b>		0	SOP form	Atlantis		
<b>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation</b>		0	N/A	Atlantis		
<b>Fines issued for illicit discharges / connections / dumping found during a reactive investigation</b>		0	N/A	Atlantis		
During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, fleet maintenance staff, and inspectors) and contractors to identify and report conditions in the stormwater facilities that may indicate the presence of illicit discharges / connections / dumping to the MS4. Follow-up training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).						
<i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i>						
	<b>Initial Training</b>	<b>Refresher Training</b>				
<b>Personnel trained</b>	1	2		Sign in sheet	NPDES group	Bill: Matt & Jay
<b>Contractors trained</b>	0	0				N/A
<b>Part III.A.7.d</b>	<b>Illicit Discharges and Improper Disposal — Spill Prevention and Response</b>					
Annually review (and revise, as needed) and implement the permittee's written spill-prevention/spill-response plan and procedures to prevent, contain, and respond to						

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	spills that discharge into the MS4. Report on the spill prevention and response activities, including the number of spills addressed.					
	<i>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, or report one combined number, to more accurately reflect its tracking of these spills.</i>					
	<b>Hazardous and non-hazardous material spills responded to</b>	0	PBC	PBC		
	During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, firefighters, fleet maintenance staff and inspectors) <u>and contractors</u> on proper spill prevention, containment, and response techniques and procedures. Follow-up training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).					
	<i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i>					
		<b>Initial Training</b>	<b>Refresher Training</b>			
	<b>Personnel trained</b>	1	2	Sign in sheet	NPDES Group	Bill: Matt & Jay
	<b>Contractors trained</b>	0	0			N/A
<b>Part III.A.7.e</b>	<b>Illicit Discharges and Improper Disposal — Public Reporting</b>					
	During Year 1 of the permit, develop and implement a written public education and outreach program plan to promote, publicize, and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).					
	<i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i>					
	<i>DEP Note: All the co-permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the first line below. The co-permittees may remove all the other reporting items except the first one if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</i>					
	<b>Public education and outreach program</b>	The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.				
	<b>Estimated percentage of the population reached by the activities in total</b>	100%	The City News	Atlantis		
	<b>Brochures/Flyers/Fact sheets distributed</b>	0				
	<b>Neighborhood presentations: Number conducted</b>	0				
	<b>Neighborhood presentations: Number of participants</b>	0				
	<b>Newspapers &amp; newsletters: Number of articles/notices published</b>	1200	The City News	Atlantis		

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	Newsletters: Number of newsletters distributed Public displays (e.g., kiosks, storyboards, posters, etc.) Radio or television Public Service Announcements (PSAs) School presentations: Number conducted School presentations: Number of participants Seminars/Workshops: Number conducted Seminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants Web Site: Number of visitors to the stormwater-related pages	1200 0 0 0 0 0 0 0 0 0	The City News          Web page	Atlantis          Atlantis	          No Count
Part III.A.7.f	<b>Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control</b>				
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage the proper use and disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the proper use and disposal of oils, toxics, and household hazardous waste, including the type and number of activities conducted, the type and number of materials distributed, the amount of waste collected / recycled / properly disposed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: All the co-permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the first line below. The co-permittees may remove all the other reporting items if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</i></p>				
	<p><b>Public education and outreach program</b></p> <p><b>Estimated percentage of the population reached by the activities in total</b></p> <p><b>Brochures/Flyers/Fact sheets distributed</b></p> <p><b>Household Hazardous Waste (HHW) Collection Day: Events</b></p> <p><b>HHW Collection Day: Amount of waste collected/recycled/properly disposed (tons)</b></p> <p><b>Neighborhood presentations: Number conducted</b></p> <p><b>Neighborhood presentations: Number of participants</b></p> <p><b>Newspapers &amp; newsletters: Number of articles/notices published</b></p> <p><b>Newsletters: Number of newsletters distributed</b></p> <p><b>Public displays (e.g., kiosks, storyboards, posters, etc.)</b></p> <p><b>Radio or television Public Service Announcements (PSAs)</b></p>	<p>The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.</p> <p>100%</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>1200</p> <p>1200</p> <p>0</p> <p>0</p>	<p>The City News</p> <p>The City News</p> <p>The City News</p> <p>The City News</p>	<p>Atlantis</p> <p>Atlantis</p> <p>Atlantis</p> <p>Atlantis</p>	          

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	School presentations: Number conducted	0			
	School presentations: Number of participants	0			
	Seminars/Workshops: Number conducted	0			
	Seminars/Workshops: Number of participants	0			
	Special events: Number conducted	0			
	Special events: Number of participants	0			
	Storm sewer inlets newly marked/replaced	0			
	Web Site: Number of visitors to the stormwater-related pages	0	Web page	Atlantis	No count
<b>Part III.A.7.g</b>	<b>Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage</b>				
	<p>Annually review (and revise, as needed) and implement the permittee’s written procedures to reduce or eliminate <u>sanitary wastewater contamination into the MS4</u>, including discharges to the MS4 from sanitary sewer overflows (SSOs) and from inflow / infiltration from collection / transmission systems and/or septic tank systems. Advise the appropriate utility owner of a violation if constituents common to wastewater contamination are discovered in the MS4. Report on the type and number of activities undertaken to reduce or eliminate SSOs and inflow/ infiltration, the number of SSOs or inflow / infiltration incidents found and the number resolved, and the name of the owner of the sanitary sewer system within the permittee’s jurisdiction.</p> <p><i>DEP Note: The permittee needs to “customize” this section as it pertains to the type of activities undertaken to reduce or eliminate SSOs and inflow / infiltration into the MS4. The first three reporting items below are <u>examples</u>.</i></p> <p><i>DEP Note: The permittee should contact the appropriate authorities for accurate reporting information, such as the sanitary sewer system operator who is responsible for investigating and eliminating SSOs and the local health department who is responsible for permitting / overseeing septic tank systems.</i></p> <p><i>DEP Note: Report only the SSOs and inflow / infiltration incidents into the MS4.</i></p>				
	<b>Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system</b>	0	Problems in Utility log book	Atlantis	
	<b>Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed</b>	N/A			None
	<b>Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added</b>	0	Existing in Field	Atlantis	In Place
	<b>SSO incidents discovered</b>	0			
	<b>SSO incidents resolved</b>	N/A			
	<b>Inflow / infiltration incidents discovered</b>	0			
	<b>Inflow / infiltration incidents resolved</b>	N/A			
	<b>Name of owner of the sanitary sewer system</b>	City of Atlantis			
<b>Part III.A.8.a</b>	<b>Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections</b>				
	<p>Continue to maintain an up-to-date inventory of all existing high risk facilities discharging into the permittee’s MS4. The inventory shall identify the outfall and surface water body into which each high risk facility discharges. For the purposes of this permit, high risk facilities include:</p> <ul style="list-style-type: none"> <li>• Operating municipal landfills;</li> <li>• Hazardous waste treatment, storage, disposal and recovery facilities;</li> <li>• Facilities that are subject to EPCRA Title III, Section 313 (also known as the Toxics Release Inventory (TRI) maintained by the U.S. EPA); and</li> </ul>				

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity		Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments																																																																		
	<ul style="list-style-type: none"> <li>Any other industrial or commercial discharge that the permittee determines is contributing a substantial pollutant loading to the permittee's MS4. This could include facilities identified through the proactive inspection program as per Part III.A.7.c of the permit.</li> </ul> <p>Report on the high risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year.</p> <p><i>DEP Note: The TRI is updated every spring / summer by the U.S. EPA at <a href="http://www.epa.gov/triexplorer">www.epa.gov/triexplorer</a>. Select "Facility" on the left, chose your Geographic Location, and then select "Generate Report." Please indicate in Column F when (month / year) you last checked EPA's TRI for applicable facilities.</i></p> <p><i>DEP Note: The total number of high risk facilities reported needs to equal the sum of the numbers of the four types of applicable facilities.</i></p> <p>During Year 1 of the permit, develop and implement a written plan for conducting inspections of high risk facilities to determine compliance with all appropriate aspects of the stormwater program. While the permittee may determine the order and frequency of the inspections, the permittee shall inspect each identified facility at least once during the permit term; however, facilities identified as high risk due to the findings of the proactive inspection program as per Part III.A.7.c of the permit shall be inspected annually. Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken.</p> <p><i>DEP Note: If "0" is reported for the number of inspections conducted and the permittee has one or more high risk facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary</i></p> <table border="1" data-bbox="216 821 2022 1390"> <thead> <tr> <th rowspan="2"></th> <th rowspan="2">Number of Facilities</th> <th rowspan="2">Number of Inspections</th> <th colspan="2">For violations discovered during a high risk inspection</th> <th rowspan="2"></th> <th rowspan="2"></th> <th rowspan="2"></th> </tr> <tr> <th>Fines issued</th> <th>Notices of Violation (NOVs) / warning letters / citations issued</th> </tr> </thead> <tbody> <tr> <td><b>Total high risk facilities</b></td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td><b>New high risk facilities added to the inventory during the current reporting period</b></td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td><b>Operating municipal landfills</b></td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td><b>Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities</b></td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td><b>EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)</b></td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td><b>Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c</b></td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>N/A</td> </tr> <tr> <td><b>Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)</b></td> <td>0</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>N/A</td> </tr> </tbody> </table>							Number of Facilities	Number of Inspections	For violations discovered during a high risk inspection					Fines issued	Notices of Violation (NOVs) / warning letters / citations issued	<b>Total high risk facilities</b>	0						N/A	<b>New high risk facilities added to the inventory during the current reporting period</b>	0						N/A	<b>Operating municipal landfills</b>	0						N/A	<b>Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities</b>	0						N/A	<b>EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)</b>	0						N/A	<b>Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c</b>	0						N/A	<b>Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)</b>	0						N/A
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<b>Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c</b>	0						N/A																																																																	
<b>Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)</b>	0						N/A																																																																	
<b>Part III.A.8.b</b>	<b>Industrial and High-Risk Runoff — Monitoring for High Risk Industries</b>																																																																							

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

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p>Sampling of the discharge to the stormwater system may be required on an as-needed basis in the event that inspections of high-risk facilities disclose suspected illicit discharges to the MS4. New high-risk industrial facilities as defined in 40 CFR 122.26(d)(2)(iv)(C) must be evaluated to determine if the new discharge is contributing a substantial pollutant load to the MS4. The evaluation may include site-specific monitoring. Report the number of high risk facilities sampled.</p>	0			N/A
<b>Part III.A.9.a</b>	<b>Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices</b>				
	<p>Continue to implement the local codes or land development regulations and the written pre-construction site plan review procedures that require the use and maintenance of appropriate structural and non-structural erosion and sedimentation controls during construction to reduce the discharge of pollutants to the MS4. Report the number of permittee and private pre-construction site plans reviewed for stormwater, erosion, and sedimentation controls, and the number approved.</p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</i></p>				
	<b>PERMITTEE SITES: Construction site plans reviewed</b>	0			N/A
	<b>PERMITTEE SITES: Construction site plans approved</b>	0			N/A
	<b>PRIVATE SITES: Construction site plans reviewed</b>	1	Submittals	Atlantis	
	<b>PRIVATE SITES: Construction site plans approved</b>	1	Submittals	Atlantis	
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures to notify all new development / redevelopment permit applicants of the need to obtain all required stormwater permits. Report the number of new development/redevelopment permit applicants notified of the ERP and CGP, and the number of applicants who confirmed ERP and CGP coverage.</p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. If the number of applicants notified of ERP or CGP coverage is less than the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.</i></p>				
	<b>Notified of ERP stormwater permit requirements</b>	1	Correspondence	Atlantis	
	<b>Confirmed ERP coverage</b>	1	SFWMD permit	Atlantis	
	<b>Notified of CGP stormwater permit requirements</b>	0			N/A
	<b>Confirmed CGP coverage</b>	0			N/A
<b>Part III.A.9.b</b>	<b>Construction Site Runoff — Inspection and Enforcement</b>				
	<p>As an attachment to the Year 1 Annual Report, the permittee shall submit a written plan that details the standard operating procedures for implementation of the stormwater, erosion and sedimentation inspection program for construction sites discharging stormwater to the MS4. The permittee shall implement the plan for inspecting construction sites immediately upon written approval by the Department. Prior to Department approval, the permittee shall continue to perform inspections in accordance with its previously developed construction site inspection procedures. Report on the inspection program for privately-operated and permittee-operated construction sites, including the number of active construction sites during the reporting year, the number of inspections of active construction sites, the percentage of active construction sites inspected, and the number and type of enforcement actions / referrals taken.</p> <p><i>DEP Note: If "0" is reported in Column C for the number of inspections conducted, please provide an explanation in Column F of why no inspections were conducted. If the number of inspections reported is equal to or less than the number of active construction sites, or the percentage inspected is less than 100%, please provide an explanation in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p> <p><i>DEP Note: Refer to Part III.A.9.b of the permit for what must be included in the construction site inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</i></p>				

**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
	PERMITTEE SITES: Active construction sites			0			N/A
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs			0			N/A
	PERMITTEE SITES: Percentage of active construction sites inspected			0			N/A
	PRIVATE SITES: Active construction sites			1	Permit	Atlantis	JFK MOB
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs			8	Field Observation Reports	City Engineer	JFK MOB
	PRIVATE SITES: Percentage of active construction sites inspected			100	Field Observation Reports	City Engineer	JFK MOB
	Notices of Violation (NOVs) / warning letters / citations issued			0			N/A
	Stop Work Orders issued			0			N/A
	Fines issued			0	N/A	Atlantis	
	Year 1 ONLY: Attach the written construction site inspection program plan				SOP form	Atlantis	Attached
<b>Part III.A.9.c</b>	<b>Construction Site Runoff — Site Operator Training</b>						
	<p>During Year 1 of the permit, develop and implement a written plan for stormwater training / outreach for construction site plan reviewers, site inspectors and site operators. Provide training for permittee personnel (employed by or under contract with the permittee) and private persons involved in the site plan review, inspection or construction of stormwater management, erosion, and sedimentation controls. All inspectors of construction sites shall be certified through the Florida Stormwater, Erosion, and Sedimentation Control Inspector Training program, or an equivalent program approved by the Department. Follow-up training shall be provided annually. Report the number and type of training activities, the number of inspectors, site plan reviewers and site operators trained (both in-house and outside training), and the number of private persons trained by the permittee.</p> <p><i>DEP Note: If "0" is reported for any of these reporting items, please include in Column F an explanation of why training was not provided to / obtained by the permittee's staff and private persons during the applicable reporting year.</i></p> <p><i>DEP Note: The permittee should report only the number of staff and private persons (i.e., private construction site operators) trained / certified during the applicable reporting year, and then note in Column F the number of staff and private persons who were previously trained / certified. Private site operator training can include pre-construction meetings.</i></p>						
		Certification Training	Initial Training (non-certification)	Refresher Training			
	Permittee construction site inspectors	1	1	2			S. Mazuk Bill: Matt & Jay
	Permittee construction site plan reviewers	1	1	2			S. Mazuk Bill: Matt & Jay
	Permittee construction site operators	1	1	2			S. Mazuk Bill: Matt & Jay
	Private persons	0	0				



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

<b>A.</b>	<b>Permit Citation/ SWMP Element</b>	<p><b>Proposed Changes to the Stormwater Management Program Activities Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) — REQUIRES DEP APPROVAL PRIOR TO CHANGE IF PROPOSING TO REPLACE OR DELETE AN ACTIVITY.</b></p> <p><i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i></p>
	N/A	N/A
<b>B.</b>	<b>Permit Citation/ SWMP Element</b>	<p><b>Changes to the Stormwater Management Program Activities NOT Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change)</b></p> <p><i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i></p>
	N/A	N/A

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

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

Attached	N/A	Rule / Permit Citation	Required Attachment	Attachment Number	Attachment Title
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part II.F	<b>EACH ANNUAL REPORT:</b> If program resources have decreased from the previous year, a discussion of the impacts on the implementation of the SWMP.	N/A	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.1	<b>EACH ANNUAL REPORT:</b> An explanation of why the minimum inspection frequency in Table II.A.1.a was not met, if applicable.	N/A	Met
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.4	<b>EACH ANNUAL REPORT:</b> A list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it did not, if applicable.	N/A	None
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.a	<b>EACH ANNUAL REPORT:</b> A report on amendments / changes to the legal authority to control illicit discharges, connections, dumping, and spills, if applicable.	N/A	Not needed
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.B.9	<b>EACH ANNUAL REPORT:</b> Reporting and assessment of monitoring results. <b>[Also addressed in Section III of the Annual Report Form]</b>	Joint report	See joint annual report
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part VI.B.2	<b>EACH ANNUAL REPORT:</b> An evaluation of the effectiveness of the SWMP in reducing pollutant loads discharged from the MS4 that, <u>at a minimum</u> , must include responses to the questions listed in the permit.	Header VI.B.2	SWMP Effectiveness – 2011
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.e	<b>EACH ANNUAL REPORT:</b> A status report on the implementation of the requirements in this section of the permit and on the estimated load reductions that have occurred for the pollutant(s) of concern.	Joint report	See joint annual report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.4.f	<b>EACH ANNUAL REPORT after approval of the BPCP:</b> The status of the implementation of the Bacterial Pollution Control Plan (BPCP).	N/A	None
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rule 62-624.600(2)(a), F.A.C.	<b>YEAR 1:</b> An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM).	See Map	NPDES Storm Sewer Facilities Major Outfalls
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.3	<b>YEAR 1:</b> If have curbs and gutters but no street sweeping program, an explanation of why no street sweeping program and the alternate BMPs used or planned.	N/A	Had street sweeping
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.6	<b>YEAR 1 or YEAR 2:</b> A copy of the adopted Florida-friendly Ordinance, if applicable.	N/A	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	<b>YEAR 1:</b> A proactive illicit discharge / connection / dumping inspection program plan.	III.A.7.c	III.A.7.c
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.b	<b>YEAR 1:</b> A construction site inspection program plan. <b>[For approval by DEP]</b>	III.A.9.b	III.A.9.b
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	<b>YEAR 2:</b> A summary report of a review of codes and regulations to reduce the stormwater impact from new development / redevelopment.	N/A	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.2	<b>YEAR 3:</b> Estimates of annual pollutant loadings and EMCs, and a table comparing the current calculated loadings with those from the previous two Year 3 ARs.	N/A	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	<b>YEAR 4:</b> A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from new development / redevelopment.	N/A	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.3	<b>YEAR 4:</b> If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate.	N/A	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.B.3	<b>YEAR 4:</b> The monitoring plan (with revisions, if applicable).	N/A	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VII.C	<b>YEAR 4:</b> An application to renew the permit.	N/A	N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.d	<b>YEAR 4:</b> A TMDL Implementation Plan / Supplemental SWMP.	N/A	N/A

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

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

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

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

**REMINDER LIST OF THE TMDL / BMAP REPORTS TO BE SUBMITTED SEPARATELY FROM AN ANNUAL REPORT**

<b>Rule / Permit Citation</b>	<b>Report Title</b>	<b>Due Date</b>
Part VIII.B.3.a	<b>6 MONTHS from effective date of permit:</b> TMDL Prioritization Report.	9/2/11
Part VIII.B.3.b	<b>12 MONTHS from effective date of permit:</b> TMDL Monitoring and Assessment Plan.	3/2/12
Part VIII.B.3.c	<b>6 MONTHS from receiving analyses from the lab:</b> TMDL Monitoring Report.	TBD
Part VIII.B.4	<b>30 MONTHS from effective date of permit:</b> A Bacterial Pollution Control Plan (BPCP).	9/2/13

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

## City of Atlantis

### Dry Detention and/or Retention System – Structural Control Inspection Standard Operational/Maintenance/Documentation Protocol

There is 1 dry detention system and 1 dry retention system that are part of our MS4; they are located as shown on the NPDES Major Outfall map.

#### **Inspections:**

Established dry detention/retention systems are inspected regularly using the NPDES Tracking sheet.

Any new dry detention/retention systems would be similarly inspected but the City is built out.

If chronic problems were to be identified with dry detention/retention systems, they would be inspected per NPDES Tracking sheet until the problems are resolved.

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

#### **Maintenance:**

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

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

#### **Documentation:**

The documentation for the inspection and maintenance activities related to the dry detention/retention systems is the NPDES Tracking Sheet.

# **City of Atlantis**

## **Exfiltration Trench – Structural Control Inspection**

### **Standard Operational/Maintenance/Documentation Protocol**

There are 236 linear feet of exfiltration trench that are part of our MS4; the system is located as shown on the NPDES Major Outfall map.

#### **Inspections:**

Established exfiltration trench is inspected per the NPDES Tracking Sheet.

New exfiltration trench would be inspected per the NPDES Tracking Sheet.

If chronic problems are identified with a run of exfiltration trench, it is inspected per the NPDES Tracking Sheet until the problem is resolved.

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

The inspection schedule is per the NPDES Tracking Sheet.

#### **Maintenance:**

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

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

#### **Documentation:**

The documentation for the inspection and maintenance activities related to exfiltration trench is per the NPDES Tracking Sheet.

# **City of Atlantis**

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

### **Standard Operational/Maintenance/Documentation Protocol**

There are 26 miles of swales (13 road miles, 2 sides but this includes roads with valley gutters) that are part of our MS4; the swale segments are located as shown on the NPDES Major Outfall map (all roads).

#### **Inspections:**

Established swales are inspected per the NPDES Tracking Sheet.

New swales would be inspected per the NPDES Tracking Sheet, but the City is built out.

If chronic problems are identified with a swale, it is inspected per the NPDES Tracking Sheet until the problem is resolved.

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

#### **Maintenance:**

There are several maintenance activities associated with swales. The City and/or homeowner will respond to the reported condition as appropriate. The following activities may be required:

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

#### **Documentation:**

The documentation for the inspection and maintenance activities related to swales is per the NPDES Tracking Sheet.

# **City of Atlantis**

## **Wet Detention System – Structural Control Inspection**

### **Standard Operational/Maintenance/Documentation Protocol**

There is 1 wet detention system that is part of our MS4; it is located as shown on the NPDES Major Outfall Map.

#### **Inspections:**

The established wet detention system is per the NPDES Tracking Sheet. In addition, it is observed for problems that may impact their functionality whenever the side slopes are maintained (mowed, trimmed, etc.)

New wet detention systems would be inspected per the NPDES Tracking sheet but the City is built out.

If chronic problems are identified with the wet detention system, it is inspected per the NPDES Tracking Sheet until the problem is resolved.

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

The inspection schedule is per the NPDES Tracking Sheet.

#### **Maintenance:**

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

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

#### **Documentation:**

The documentation for the inspection and maintenance activities related to the wet detention systems is the NPDES Tracking Sheet.



# City of Atlantis

## Major Stormwater Outfalls – Structural Control Inspection Standard Operational/Maintenance/Documentation Protocol

There are 7 major stormwater outfalls (MSWOs) that are part of our MS4. A MSWO is defined as:

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

The MSOWs within our MS4 are located on the NPDES Major Outfall map.

### **Inspections:**

MSWOs are inspected per the NPDES Tracking Sheet.

### **Maintenance:**

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

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

### **Documentation:**

The documentation for the inspection and maintenance activities related to major stormwater outfalls is the NPDES Tracking Sheet.

# **City of Atlantis**

## **Control Structures – Structural Control Inspection**

### **Standard Operational/Maintenance/Documentation Protocol**

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

Control structures that associated with pipe networks and/or canals (weirs, operable gates, etc.) are inspected as stand-alone facilities. There is 1 stand-alone control structures that is part of our MS4. Note there is 1 control structure at the pump station that is operated by the public golf course. They are located on the NPDES Major Outfall map.

#### **Inspections:**

Stand-alone control structures (as Major Stormwater Outfalls) are inspected per the NPDES Tracking sheet.

#### **Maintenance:**

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

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

#### **Documentation:**

The documentation for the inspection and maintenance activities related to control structures is the NPDES Tracking Sheet.

# City of Atlantis

## Pipes/Culverts and Inlets/Manholes – Structural Control Inspection Standard Operational/Maintenance/Documentation Protocol

There are 7.6 miles of pipe that are part of our MS4. The locations are shown on the Storm Sewer Observations map. This length and the locations on the map do NOT include exfiltration trench as that is catalogued separately.

There are 418 inlets/manholes that are part of our MS4. Their locations are also shown on this map.

### **Inspections:**

At least 10% of the total number of linear feet of pipe/culvert is inspected each year. The inlets and manholes associated with a pipe system are inspected concurrently. Visual inspections are conducted in accordance with the NPDES Tracking Sheet and Storm Sewer Observations map. If warranted, as a result of the visual inspection, a work order for maintenance, repair, or a more detailed pipe or structure investigation is generated. A more detailed investigation may include televising the pipe, or using mirrors or other devices, as appropriate, to determine the condition of the pipe. As a result of the more detailed investigation, a work order for maintenance or repair may be generated.

### **Maintenance:**

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

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

### **Documentation:**

The documentation for the inspection and maintenance activities related to the pipes/culverts and inlets/manholes is the NPDES Tracking Sheet and the Storm Sewer Observations map.

## **City of Atlantis**

### **Litter Control Program**

The City of Atlantis is very aggressive in its' litter control program. The City has a dedicated part time employee whose only duty is litter control. The employee works on Mondays and Fridays year round. This employee reports to the Director of Utilities/Public Works.

The Litter Control Program consists of:

- 13 road miles of litter collection along public streets, roadways, and rights-of-way within our jurisdiction per the NPDES Tracking Sheet.
- The frequency of collection is every Monday and Friday per the NPDES Tracking Sheet.
- Documentation of volume of litter collected is kept in the Utilities log book by date and is summarized for reporting each year.
- There is not an "Adopt-a-Road" program in place.

## **City of Atlantis**

### **Street Sweeping Program**

13 road miles of public roadway are in the program

The frequency of sweeping is per the NPDES Tracking Sheet:

Documentation of volume of street sweeping collection is kept by the contractor and is summarized for reporting each year.

All street sweeping collection is properly disposed of in accordance with DEP's "Guidance for the Management of Street Sweepings, Catch Basin Sediments and Stormwater System Sediments."

## **City of Atlantis**

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

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

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

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

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

# City of Atlantis

## Pesticide, Herbicide & Fertilizer Minimization Procedures

The City continues to endeavor to minimize its use of pesticides, herbicides, and fertilizers on public property. The procedures used to achieve this are as follows:

### **Pesticides & Herbicides**

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

### **Fertilizers**

Annually, or more often, training on the proper storage and handling of these products is provided to all relevant personnel. Typically, relevant personnel are required to attend the Palm Beach County joint training event where EXCAL employee training videos on stormwater pollution prevention are shown.

A list is maintained of all personnel and contractors who have received training, licensing, certification, and annual refresher training.

# City of Atlantis

## Proactive Inspection Program

Section III.A.7.c – Illicit Discharges and Improper Disposal – Inspection and Investigation of Suspected Illicit Discharges and/or Improper Disposal

This permit element requires a written **proactive inspection program** for identifying and eliminating sources of illicit discharges, illicit connection or illegal dumping, to your MS4.

- We must inspect portions of our 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. *Note there are no commercial or industrial areas in Atlantis' MS4.*
- 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 (Written Procedures)**

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

According to the MS4 NPDES permit, priority areas for inspection should include:

- Areas with older infrastructure – *All City areas per the NPDES Tracking Sheet.*
- Industrial, commercial, or mixed use areas – *None.*
- Areas with history of past illicit discharges and/or illegal dumping – *None.*
- Areas with on-site sewage disposal systems – *None.*
- Areas upstream of sensitive or impaired water bodies – *Yes: C-16 Basin.*

The attached NPDES Contributing Areas map depicts the extent of our MS4 contributing area. No facilities have been identified as the source of illicit discharges in the past but will be noted on the map if found in the future. “Older infrastructure” is not indicative of an increased potential to contain incidences of illicit discharges/connections/dumping.

### **2. List of identified priority areas/facilities**

As there are no priority areas, there are no priority proactive inspection sites.

### **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 NPDES Tracking Sheet for scheduled inspections.

### **4. Procedure for conducting site inspections (include checking for MSGP)**

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**

This will be determined as appropriate for the problem.

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

This will be determined as appropriate for the problem.

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

(See Inspection Form)

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

This will be determined as appropriate for the problem.

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

Typically the Utilities/Public Works Director, the Code Enforcement Officer, or Police Department according to the issue.

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

As needed by City staff of the Utilities/Public Works Department, Code Enforcement Officer, or Police Department.

**Proactive Illicit Discharge/Illegal Connection Inspection Form**

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

Address of Facility OR General Description of Area Inspected: \_\_\_\_\_

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

If Facility inspection, does type of business require an MSGP? Yes\_\_\_ No\_\_\_ Unknown\_\_\_

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

Findings:

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

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

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

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

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

If "yes," to any above, describe:

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

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

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

# City of Atlantis

## Reactive Inspection Program

Section III.A.7.c – Illicit Discharges and Improper Disposal – Inspection and Investigation of Suspected Illicit Discharges and/or Improper Disposal

This permit element requires a written **reactive investigation program** for suspected illicit discharges that are reported by others.

### **Reactive Investigation Written Program** Components

1. Procedure for tracing source of discovered or suspected illicit discharge
2. Procedure for eliminating the discharge
3. Procedure for documenting the inspections and enforcement activities  
(See form)
4. Procedures for enforcement actions (or referrals to appropriate jurisdictional authority)
5. Identification of staff /department/outside entity responsible for inspections and for enforcement
6. Description of resources allocated to implement this permit element

## **Reactive Inspection Program (Written Procedures)**

- 1. Procedure for tracing source of discovered illicit discharge**  
This will be determined as appropriate for the problem.
- 2. Procedure for eliminating the discharge**  
This will be determined as appropriate for the problem.
- 3. Procedure for documenting the inspections and enforcement activities**  
(See Inspection Form)
- 4. Procedures for enforcement actions (or referrals to appropriate jurisdictional authority)**  
This will be determined as appropriate for the problem.
- 5. Identification of staff /department/outside entity responsible for inspections and for enforcement**  
Typically the Public Works Director, the Code Enforcement Officer, or Police Department according to the issue.
- 6. Description of resources allocated to implement this permit element**  
As needed by City staff of the Public Works Department, Code Enforcement Officer, or Police Department.

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

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

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

MS4 potential Receiving system: \_\_\_\_\_

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

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

Type of discharge/connection/dumping: \_\_\_\_\_

Determined Source: \_\_\_\_\_

Type of enforcement action taken: \_\_\_\_\_

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

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

# **City of Atlantis**

## **Spill Prevention & Response Procedures**

The following are the procedures for preventing and responding to spills within our jurisdictional area.

### **Procedure**

1. Based on training received, identify whether or not the spill requires that a call be made to a supervisor or the PBC Fire Department. If it does, do so immediately and follow any instructions given.
2. Take appropriate steps to contain the spill in order to eliminate or minimize the possibility of the spilled substance entering the storm sewer system.
3. If within our authority, clean up the spill. Rely on training to determine the appropriate method for spill clean-up.
4. Follow up with documentation on any spill incident.

### **Documentation**

Spills and the follow-up responses are documented in the Utilities log book.

# **City of Atlantis**

## **Spill Prevention & Response Training Plan**

### **Who**

The following personnel shall receive annual training:

- All staff of the Utilities/Public Works Department at least once for each of the 4 topics every five years.
- Selected staff for other training on an as available basis.

### **Topics**

The information covered by the training includes:

- Practices to prevent spills
- How to recognize & assess the nature of a spill
- How to contain a spill
- How to report a spill that is hazardous, too large to manage, or threatens a water body

### **Method**

The training is presented via EXCAL employee training videos. The primary videos for spill prevention & response are “Spills & Skills” and “Controlling Oil: Spill Prevention, Control & Countermeasure.” A question and answer period follows the training video. Other State certified stormwater training programs will be attended as availability allows.

### **Training Documentation**

Attendance at the training session is documented by sign-in sheets. Stormwater certification classes are verified by attendance and certificates.



## **City of Atlantis**

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

The City of Atlantis owns and operates the wastewater collection, pumping and transmission system for Atlantis. The City's force main ties into the City of Lake Worth's force main and the wastewater is transmitted to the East Central Regional Water Reclamation Facility for treatment and disposal/reuse. The City does not have wastewater treatment facilities. The Utilities/Public Works Department employees are on call 24/7. Telemetry is in place that automatically sends alarms to personnel as needed, including the Police Department. The Police Department insures Utilities/Public Works Department personnel are notified when a problem arises.

Identified indications of wastewater contamination are documented in the Utilities log book. Follow-up with the Utilities/Public Works Department is conducted so that documentation of the response and resolution can also be made in the log. In addition, the Utilities/Public Works Department provides information on other reported wastewater spills for inclusion in the log.

# City of Atlantis

## Site Plan Review Procedures

Site Plan Reviews are required as defined in the City's Code & Ordinances.

Site Plan Reviews are conducted after Architectural Review Board review, but prior to construction plan approval. Administrative, Utilities/Public Works, and Engineering staff conduct the reviews. Current local, State, LWDD and SFWMD criteria are used as the guidelines for review of the temporary and permanent stormwater treatment practices that are being proposed by the site plan.

Applicants for a building/construction/grading permit are advised that all other applicable Federal, State, Regional, County, and local must be obtained and receipt of these permits is their responsibility.

The following checklist is used when performing site plan reviews:

- | <b>YES</b>               | <b>NO</b>                | <b>N/A</b>               |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed temporary stormwater sedimentation & erosion control BMPs appear to be appropriate for the project. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed permanent stormwater BMPs meet local requirements.  |

# City of Atlantis

## Construction Site Inspection Plan and Inspection Form

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

### Timing

Construction site inspections are conducted:

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

### Site Priority

All construction sites are considered priority if they have the potential to discharge into water bodies of our MS4. Sites will be inspected with a frequency deemed appropriate during the construction process and with consideration to rainfall events. Any sites where compliance is a concern will be inspected more frequently.

### Inspection Procedure

Inspections are the responsibility of Public Works Department, Building Official, and City Engineer. Inspections are conducted using the attached construction site inspection form. The intent of the inspection is to verify that BMPs are performing and to document the inspections. All completed inspection forms are kept at City Hall. The Building Official requires silt fences before the start of construction and NPDES compliance certification letter after construction .

### Enforcement

Instances of non-compliance will be handled with successively more rigorous enforcement measures as allowed by the City's code & ordinances.

1. Notice of Violation
2. Stop work order
3. Fines; up to \$250/day and \$500/day for repeat offenders.

The construction site inspector will issue notices of violation or stop work orders as deemed necessary. Fines will be issued through due process of law.

# City of Atlantis

## Construction Site Inspection Form

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

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

Receiving water body: \_\_\_\_\_

Project owner:  Private  City of \_\_\_\_\_

**YES    NO    N/A**

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

**Comments:**

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## **City of Atlantis**

### **Joint Training Program**

There are a number of permittee training requirements in the permit that are conducted jointly by the Palm Beach County MS4 permittee group. These include the topics:

- Identifying and reporting conditions that may indicate illicit discharge/connection/dumping to the MS4 (for permittee personnel & contractors)
- Spill prevention, containment and response techniques (for permittee personnel & contractors)
- Stormwater management, erosion and sedimentation controls (for permittee personnel or contractors)

The first two topics are presented as refresher training once a year. The training is open to all permittee personnel. EXCAL videos are used to present the material. Attendance is documented using sign in sheets.

The last topic is presented at an annual FDEP Erosion and Sedimentation Control Inspector Training, sponsored by the Palm Beach County MS4 permittee group, and presented by Cheryl Moore, a state certified trainer.

Details about the program are provided in the joint annual report and on the website ([pbco-ncpdes.org](http://pbco-ncpdes.org)).

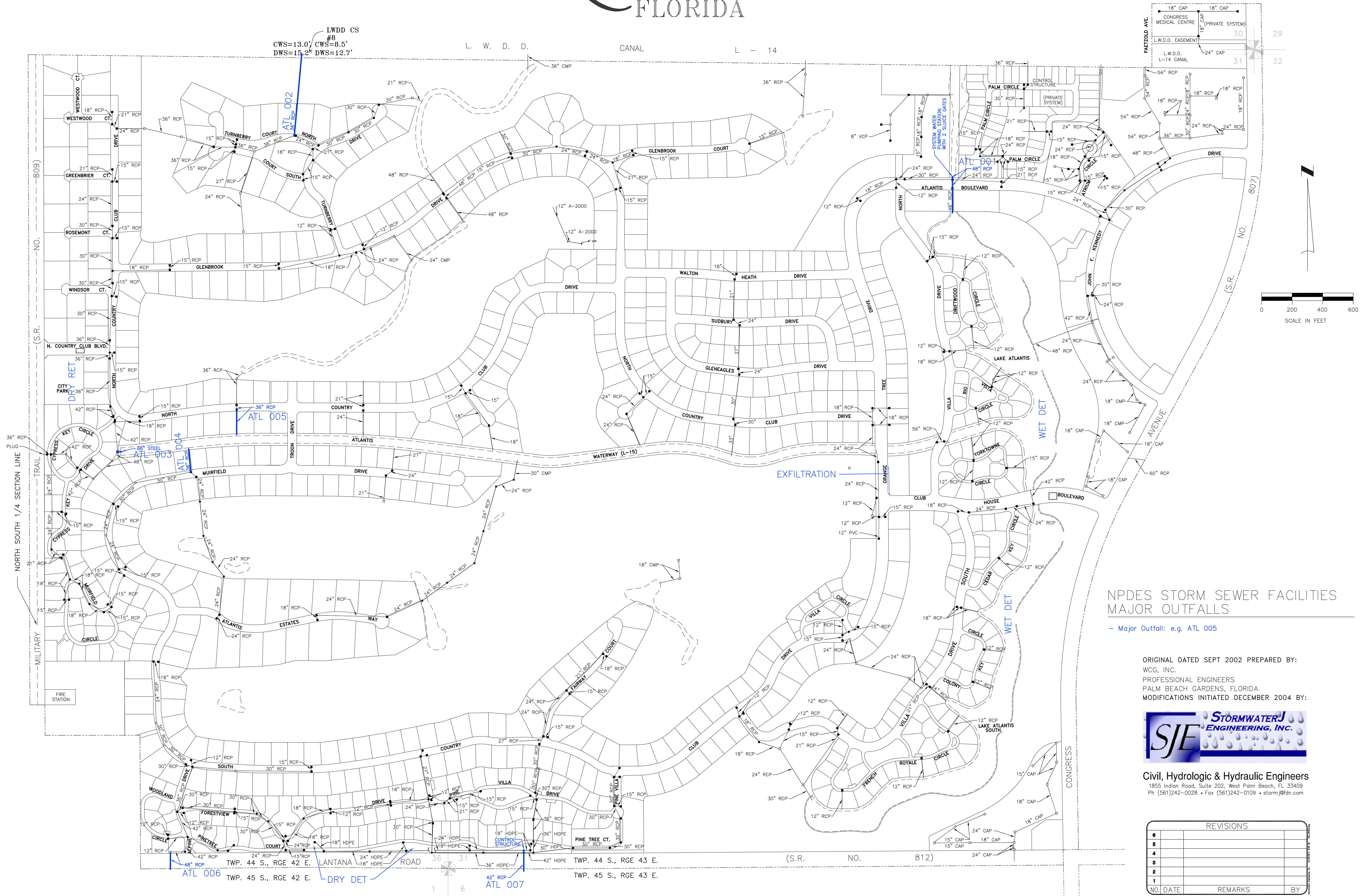
## City of Atlantis

### Stormwater Management Program (SWMP) Effectiveness - 2011

#### Part VI.B.2.

- The ANNUAL REPORT shall include as an attachment an evaluation of the effectiveness of the permittee's SWMP in reducing pollutant loads discharged from the MS4. At a minimum, the permittee shall attach to the ANNUAL REPORT an explanation of how its SWMP is addressing each of the following:
  1. Have stormwater pollutant loadings discharged from the MS4 decreased? Why or why not? *The City is and has been aggressive in litter collection and has a street sweeping program. Public awareness and staff training are at a higher level and should therefore result in reduced loadings.*
  2. Which components of the SWMP are working well and are effective in reducing stormwater pollutant loadings? Why are they effective? *Measurably; the litter and sweepings are recorded. Not measured are resident and staff attitudes and habits that may reduce loadings.*
  3. Which components of the SWMP are not working well and need to be revised to make them more effective in reducing stormwater pollutant loadings? *There are no known programs that are not effective.*
  4. Which components of the SWMP do not contribute to reducing stormwater pollutant loads and could be revised or eliminated, and why? *None.*
  5. Is the monitoring program providing data that can be used to assess the effectiveness of the SWMP in reducing stormwater pollutant loadings, assess the effectiveness of specific BMPs, and determine where stormwater retrofitting projects should be prioritized for implementation? *The monitoring is by the group as is the effectiveness assessment.*

# CITY OF *Atlantis* FLORIDA



### NPDES STORM SEWER FACILITIES MAJOR OUTFALLS

— Major Outfall: e.g. ATL 005

ORIGINAL DATED SEPT 2002 PREPARED BY:  
WCG, INC.  
PROFESSIONAL ENGINEERS  
PALM BEACH GARDENS, FLORIDA  
MODIFICATIONS INITIATED DECEMBER 2004 BY:



Civil, Hydrologic & Hydraulic Engineers  
1855 Indian Road, Suite 202, West Palm Beach, FL 33409  
Ph (561)242-0028 • Fax (561)242-0109 • stormj@fdn.com

REVISIONS		
NO.	DATE	REMARKS
6		
5		
4		
3		
2		
1		





# CITY OF *Atlantis* FLORIDA



NPDES STORM SEWER OBSERVATIONS  
STARTING MARCH 2011

- Major Outfall: e.g. ATL 005
- Mar 2011 to Sep 2011 Pipes Observed: 3rd Term, 1st Year

ORIGINAL DATED SEPT 2002 PREPARED BY:  
WCG, INC.  
PROFESSIONAL ENGINEERS  
PALM BEACH GARDENS, FLORIDA  
MODIFICATIONS INITIATED DECEMBER 2004 BY:



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REVISIONS		
NO.	DATE	REMARKS
6		
5		
4		
3		
2		
1		