



# 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: <b>Village of North Palm Beach</b>		
<b>B.</b>	Permit Name: <b>Palm Beach County Municipal Separate Storm Sewer System</b>		
<b>C.</b>	Permit Number: <b>FLS000018-003 (Cycle 3)</b>		
<b>D.</b>	Annual Report Year: <input type="checkbox"/> Year 1 <input checked="" type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
<b>E.</b>	Reporting Time Period (month/year): <b>10/ 2011 through 9 / 2012</b>		
<b>F.</b>	Name of the Responsible Authority: <b>Jorge Santos</b>		
	Title: <b>Streets/Grounds Maintenance Supervisor</b>		
	Mailing Address: <b>645 Prosperity Farms Road</b>		
	City: <b>North Palm Beach</b>	Zip Code: <b>33408</b>	County: <b>Palm Beach</b>
	Telephone Number: <b>561-691-3440</b>		Fax Number: <b>561-626-5869</b>
<b>G.</b>	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): <b>Jodi Nentwick</b>		
	Title: <b>Village Planner</b>		
	Department: <b>Community Development</b>		
	Mailing Address: <b>501 U.S. Highway 1</b>		
	City: <b>North Palm Beach</b>	Zip Code: <b>33408</b>	County: <b>Palm Beach</b>
Telephone Number: <b>561-882-1156</b>		Fax Number: <b>561-841-8242</b>	
E-mail Address: <b>jnentwick@village-npb.org</b>			

**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): <b>"0"</b> (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): <b>"0"</b> (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**

<b>A.</b>	Provide a brief statement as to the status of monitoring plan implementation:  <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>
<b>B.</b>	Provide a brief discussion of the monitoring results to date:  <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>
<b>C.</b>	Attach a monitoring data summary, as required by the permit.

**SECTION IV. FISCAL ANALYSIS**

<b>A.</b>	Total expenditures for the NPDES stormwater management program for the current reporting year: <b>\$442,384.45</b> <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>B.</b>	Total budget for the NPDES stormwater management program for the subsequent reporting year: <b>\$580,581.86</b>

**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):

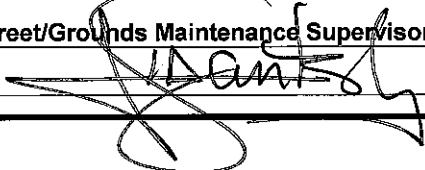
<u>Attached</u>	<u>N/A</u>	<b>***DEP Note: Please complete Checklists A &amp; B at the end of the tailored form.***</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Any additional information required to be submitted in this current annual reporting year in accordance with Part III.A 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 type="checkbox"/>	<input checked="" type="checkbox"/>	Year 1 ONLY: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM) in accordance with Rule 62-624.600(2)(a), F.A.C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major watershed in accordance with Rule 62-624.600(2)(b), F.A.C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 4 ONLY: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C.

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

**SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE**

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

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

Name of Responsible Authority (type or print): Jorge Santos  
 Title: Street/Grounds Maintenance Supervisor  
 Signature:  Date: 3/08/13

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

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				
Part III.A.1	<b>Structural Controls and Stormwater Collection Systems Operation</b>								
<p>Maintain an up-to-date inventory of the structural controls and roadway stormwater collection structures operated by the permittee, including, at a minimum, all of the types of control structures listed in Table II.A.1.a of the permit. Report the current known inventory.</p> <p><i>DEP Note: The permittee needs to "customize" this section by adding any structural controls to the list below that are part of the permittee's MS4 currently or are planned for the future. The permittee may remove any structural controls listed that it does not have currently or will likely not have during this permit cycle. Please see the attached description of each type of structure. In addition, the permittee may choose its own unit of measurement for each structural control to be consistent with the unit of measurement in the documentation. Unit options include: miles, linear feet, acres, etc.</i></p> <p>Report the number of inspection and maintenance activities conducted for each type of structure included in Table II.A.1.a, and the percentage of the total inventory of each type of structure inspected and maintained. If the minimum inspection frequencies set forth in Table II.A.1.a were not met, provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met.</p> <p><i>DEP Note: If the minimum inspection frequencies set forth in Table II.A.1.a of the permit were not met for one or more type of structure, the permittee must provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met. Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>									
Type of Structure		Number of Activities Performed				Documentation / Record	Entity Performing the Activity	Comments	
		Total Number of Structures	Number of Inspections	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained			
Exfiltration trench / French drains (linear feet)		232	8	100	8	100	Exfiltration trench-structural control inspection	Public Works/Street Department	Conducted after significant rain event
Grass treatment swales (miles)		42.1	5	33	0	0	Grass swale-structural control inspection	Public Works/Street Department	Established to be inspected 33 % of the grass swales length every year
Dry detention systems		3	3	100	41	100	Dry Detention-Structural Control Inspection	Public Works/Street Department & Total Maintenance Inc.	Conducted after significant rain event and 41 contracting activities

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	Wet detention systems	1	1	100	0	0	Wet Detention-Structural Control Inspection	Public Works/Street Department	The inspection reflect a proper function of the wet detention system
	Major stormwater outfalls	6	6	100	3	50	Major stormwater outfall-structural control inspection	Public Works/Street Department	Taken care by contracting and work orders
	Weirs or other control structures	1	1	100	0	0	Control Structure-Inspection procedures checklist	Public Works/Street Department	Inspection reflect the control structure is in good condition
	MS4 pipes / culverts (miles)	6.98	2	10	0	0	Pipes, culvert-structural control inspection	Public Works/Street Department	Established to be inspected 10% of the total number of linear miles-the inspection reflect zone A of system number 1 & 2
	Inlets / catch basins / grates	300	300	100	53	17.6	Roadways, catch basins, inspection illicit detention form	Public Works/Street Department	This information is stored in database and maintained with the NPDES record
	Ditches / conveyance swales (miles)	0.34	2	100	1	50	Conveyance (ditch-canal) system structural control inspection	Public Works/Street Department	41 Activities performed, 6 vegetation control activities and work orders
	ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were <u>not</u> met Year 1 ONLY: Attach a map of all known major outfalls as per Rule 62-624.600(2)(a), F.A.C.								Submitted in Year 1
<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.								

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		Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
		<p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. This provision DOES NOT APPLY to Indian Trail Improvement District (ITID), Northern Palm Beach County Improvement District (NPBCID), South Indian River Water Control District (SIRWCD), and FDOT.</i></p> <p>Number of new development / significant redevelopment projects reviewed</p> <p>2</p> <p>Master Permit</p> <p>Planning Department</p> <p>Commercial Renovation</p>				
		<p>Provide in the Year 2 Annual Report the summary report of the review of local codes activity. Provide in the Year 4 Annual Report the follow-up report on plan implementation of modifying codes to allow low impact design BMPs.</p> <p><i>DEP Note: Refer to Part III.A.2 of the permit for details regarding what the review entails, and what must be included in the summary report and follow-up report. Please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E. This provision DOES NOT APPLY to ITID, NPBCID, SIRWCD, and FDOT.</i></p> <p>Year 2 ONLY: Attach the summary report of the review activity</p> <p>Year 4 ONLY: Attach the follow-up report on plan implementation</p>			<p>Planning Department</p> <p>Attachment # 4</p>	<p>Planning Department</p> <p>Attachment # 4</p>
Part III.A.3	Roadways	<p>Annually review (and revise, as needed) and implement the permittee's written procedures for the litter control program(s) for public streets, roads, and highways, including rights-of-way, employed within the permittee's jurisdictional area and properly dispose of collected material. Implement the program on a monthly, or on an as needed, basis. Report on the litter control program, including the frequency of litter collection, an estimate of the total number of road miles cleaned or amount of area covered by the activities, and an estimate of the quantity of litter collected.</p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. In addition, the permittee may choose its own units of measurement for the reporting items. Unit options for the amount of litter include: bags, cubic yards, pounds, tons. Unit options for the amount of area covered by the activity include: square feet, linear feet, yards, miles, acres. If all litter collection is performed by staff or by contractors, but not by both, please remove the non-applicable reporting items.</i></p> <p>PERMITTEE Litter Control Program: Frequency of litter collection</p> <p>131</p> <p>Litter control program inspection form activity</p> <p>Public Works/Street Department</p> <p>Monthly and as needed basis</p>	314.14 miles	Litter control program activity	Public Works/Street Department	Total of 314.14 drive through miles of pick up Litter from Streets, swales, right-of-way, and roadways. Maintained by Village employees
		<p>PERMITTEE Litter Control Program: Estimated amount of area maintained (linear feet)</p> <p>382.65</p> <p>Litter control program activity</p> <p>Public Works/Street Department</p> <p>Estimated amount of litter collected (cubic yards)</p> <p>382.65</p> <p>PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)</p>				

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			inspection form/activity report and SWA invoices	Department	yard equal to 760 lbs/the frequency of collection is designed on as needed basis or a minimum of once a month
<p>If an Adopt-A-Road or similar program is implemented, report the total number of road miles cleaned and an estimate of the quantity of litter collected.</p> <p><i>DEP Note: The permittee may choose its own unit of measurement for the amount of litter collected. Unit options include: bags, cubic yards, pounds, tons. If an Adopt-A-Road or similar program is not implemented by the permittee, please note that in Column F but do not remove the Adopt-A-Road Program reporting items.</i></p>					
	Keep PBC Beautiful Trash Pick-up Events: Total miles cleaned	1.74	Email from Palm Beach County and SWA receipts	92 volunteers including support staff	Great American Clean-Up Munyon Island-April 28 <sup>th</sup> , 2012
	Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)	0.8	Solid Waste Authority Receipts	Public Works/Street Department	The cubic yards reflect the total amount of trash and recycling material collected
<p>Report on the street sweeping program, including the frequency of the sweeping, total miles swept, an estimate of the quantity of sweepings collected, and the total nitrogen (TN) and total phosphorus (TP) loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in the Year 1 Annual Report.</p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. Also, the permittee may choose its own unit of measurement for the amount of sweeping material collected. Unit options include: cubic yards, pounds, tons.</i></p> <p><i>DEP Note: If the permittee has curbs and gutters but no street sweeping program is implemented, the permittee must provide an explanation of why not in the Year 1 Annual Report. Refer to Part III.A.3 of the permit for the information that must be included in the explanation (including the alternate BMPs used or planned in lieu of street sweeping). Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>					
	Frequency of street sweeping	24	Invoices from Contractor	Hurricane Services Inc.	Performance twice a month
	Total miles swept (per year)	33.36	North Palm Beach Street Sweeping Spreadsheet and Map	Hurricane Services Inc.	1.39 miles are swept twice a month for a period of (12) months
	Estimated quantity of sweeping material collected (cubic yards)	32.9	Street Sweeping Collection Log	Public Works/Street Department	Weight taken from SWA receipts and

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	Total nitrogen loadings removed (pounds)	10.77	Street Sweeping Collection Log	Public Works/Street Department	added in street sweeping collection log Calculated basis on the median value of nutrients removal per unit of material collected for land use as commercial
	Total phosphorus loadings removed (pounds)	9.54	Street Sweeping Collection Log	Public Works/Street Department	Calculated basis on the median value of nutrients removal per unit of material collected for land use as commercial
<p>Annually review (and revise, as needed) and implement the permittee's written standard practices to reduce the pollutants in stormwater runoff from areas associated with road repair and maintenance, and from permittee-owned or operated equipment yards and maintenance shops that support road maintenance activities. Report the number of applicable facilities and the number of inspections conducted for each facility.</p> <p><i>DEP Note: The permittee needs to "customize" this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If "0" is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</i></p>					
		<b>Number of Inspections</b>			
	<b>Name of facility #1: Public Works Maintenance Shop</b>	12	<b>Municipal Maintenance Yard Inspection Checklist</b>	<b>Public Works/Street Department</b>	<b>Maintenance performed by the shop Superintendent</b>
	<b>Name of facility #2: North Palm Beach Country Club Maintenance Barn</b>	12	<b>Municipal Maintenance Yard Inspection Checklist</b>	<b>Public Works/Street Department</b>	<b>Maintenance performed by Kelsey Green</b>
<b>Part III.A.4</b>	<b>Flood Control Projects</b>				

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	<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>1</p>	<p>Master Permit</p>	<p>Village Engineer/Planner</p>	<p>Completed 3/7/2012</p>						
	<p>Flood control projects completed during the reporting period</p>	<p>1</p>	<p>Master Permit</p>	<p>Village Engineer/Planner</p>	<p>Completed 3/7/2012</p>						
	<p>Flood control projects completed during the reporting period that did <u>not</u> include stormwater treatment</p>	<p>0</p>			<p>N/A</p>						
	<p>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</p>										
	<p>Stormwater retrofit projects planned</p>	<p>0</p>			<p>N/A</p>						
	<p>Stormwater retrofit projects under construction during the reporting period</p>	<p>0</p>			<p>N/A</p>						
	<p>Stormwater retrofit projects completed during the reporting period</p>	<p>0</p>			<p>N/A</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> <p>Report the number of applicable facilities and the number of the inspections conducted for each facility.</p> <p><i>DEP Note:</i> 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.</p> <table border="1" data-bbox="212 1382 2013 1472"> <thead> <tr> <th data-bbox="212 1382 1094 1430"></th> <th data-bbox="1094 1382 1325 1430">Number of Inspections</th> <th data-bbox="1325 1382 1577 1430"></th> <th data-bbox="1577 1382 1801 1430"></th> <th data-bbox="1801 1382 2013 1430"></th> </tr> </thead> <tbody> <tr> <td data-bbox="212 1430 1094 1472">Name of facility #1:</td> <td data-bbox="1094 1430 1325 1472"></td> <td data-bbox="1325 1430 1577 1472"></td> <td data-bbox="1577 1430 1801 1472"></td> <td data-bbox="1801 1430 2013 1472">No Facilities</td> </tr> </tbody> </table>		Number of Inspections				Name of facility #1:				No Facilities
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Part III.A.6	<b>Pesticides, Herbicides, and Fertilizer Application</b>				
<p>Continue to require proper certification and licensing by the Florida Department of Agriculture and Consumer Services (FDACS) for all applicators contracted to apply pesticides, herbicides, or fertilizers on permittee-owned property, as well as any permittee personnel employed in the application of these products. Report the number of permittee personnel applicators and contracted commercial applicators of pesticides and herbicides who are FDACS certified / licensed. Report the number of permittee personnel and contractors who have been trained through the Green Industry BMP Program, and the number of contracted commercial applicators of fertilizer who are FDACS certified / licensed.</p> <p><i>DEP Note: If "0" is reported in Column C for any of the reporting items, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training / certification was previously provided / obtained, and the names of the personnel and contractors previously trained / certified.</i></p>					
<b>PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides</b>		0			Not performed by Village staff
<b>CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides</b>		3	Copy of certification from Florida Department of Agriculture and Consumer Services	Certified license applicators: Total Maintenance and Beetle Pest Control, Lake Doctors and Walker Lawn & Garden	Jorge Santos keeps copies of licenses and certification of contractors with the NPDES records
<b>CONTRACTORS: FDACS certified / licensed applicators of fertilizer</b>		0			Required in 2014
<b>PERSONNEL: Green Industry BMP Program training completed</b>		0			N/A
<b>CONTRACTORS: Green Industry BMP Program training completed</b>		0			N/A
<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> <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>			Ordinance No.	Community Development	Draft Ordinance First Reading
<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>					

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	<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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount of Funding = See Joint Report</b></p>				
	<p style="text-align: center;"><b>Public education and outreach program</b></p> <p><b>Web Site: Number of hits / visitors to the stormwater-related pages</b></p>	87	IT Department	IT Department	0.14% of visitors related to stormwater
	<p><del>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).</del></p> <p><b><i>DEP Note: 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.</i></b></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: 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.</i></p> <p><b>ATTACH a report on any amendments to the applicable legal authority</b></p>		<b>Code of Ordinance 2011-19</b>		<b>Adopted Ordinance</b>
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,</p>				

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

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
	<p>and the number and type of enforcement actions taken.</p> <p><i>DEP Note: 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.</i></p> <p><i>DEP Note: 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 / circus) 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.</i></p> <p><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></p>				
	Proactive inspections for suspected illicit discharges / connections / dumping	141	Proactive Inspection Report	Planning & Street Department	Quarterly Proactive Drive-Through
	Illicit discharges / connections / dumping found during a proactive inspection	9	Proactive Inspection Report	Planning & Street Department	Enforcement by Code
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection	2	NOV	Code Enforcement	Comply in Timely Manner
	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	0			Comply in Timely Manner
	<b>Year 1 ONLY: Attach the written proactive inspection program plan</b>				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures to conduct reactive investigations to identify and eliminate the source(s) of illicit discharges, illicit connections or improper disposal to the MS4, based on reports received from permittee personnel, contractors, citizens, or other entities regarding suspected illicit activity. Report on the reactive investigation program as it relates to responding to reports of suspected illicit discharges, including the number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken.</p> <p><i>DEP Note: If the number of reports received differs from the number of reactive investigations, please provide an explanation for the discrepancy in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p>				
	Reports of suspected illicit connections / discharges / dumping received	2	Email	Public Works	Paradise Harbour
	Reactive investigations of reports of suspected illicit discharges/ connections / dumping	2	Reactive Investigation	Public Works/Street Dep	Wash Out
	Illicit discharges / connections / dumping found during a reactive investigation	2	Reactive Investigation	Public Works	Wash Out
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation	0			No Violation Issued
	Fines issued for illicit discharges / connections / dumping found during a reactive investigation	0			No Violation Issued

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	<p>During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, fleet maintenance staff, and inspectors) 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).</p> <p><i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i></p>					
		Initial Training	Refresher Training			
	Personnel trained	7	0	Sign In Sheets	NPDES Steering Committee	Excal Videos
	Contractors trained	0	0			No Contractors
Part III.A.7.d	<b>Illicit Discharges and Improper Disposal — Spill Prevention and Response</b>					
	<p>Annually review (and revise, as needed) and implement the permittee's written spill-prevention/spill-response plan and procedures to prevent, contain, and respond to spills that discharge into the MS4. Report on the spill prevention and response activities, including the number of spills addressed.</p> <p><i>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, or report one combined number, to more accurately reflect its tracking of these spills.</i></p>					
	Hazardous and non-hazardous material spills responded to	8		Incident Reports	NPB Fire Dept	Flammable Spills
	<p>During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, firefighters, fleet maintenance staff and inspectors) and contractors on proper spill prevention, containment, and response techniques and procedures. Follow-up training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).</p> <p><i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i></p>					
		Initial Training	Refresher Training			
	Personnel trained	28	23	Sign in Sheets / Fire Rescue Training	NPDES Steering Committee and NPBFD	Excal Videos, Hazmat Refresh, Radiation training & pipeline safety
	Contractors trained					Not Applicable
Part III.A.7.e	<b>Illicit Discharges and Improper Disposal — Public Reporting</b>					
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to promote, publicize, and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type</p>					

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

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p>and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, 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 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></p>				<p><b>Public education and outreach program</b> The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.</p>
<p><b>Part III.A.7.f</b></p>	<p><b>Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control</b></p>				
	<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> 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><b>Part III.A.7.g</b></p>	<p><b>Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage</b></p>				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures to reduce or eliminate sanitary wastewater contamination into the MS4, including discharges to the MS4 from sanitary sewer overflows (SSOs) and from inflow / infiltration from collection / transmission systems and/or septic tank systems. Advise the appropriate utility owner of a violation if constituents common to wastewater contamination are discovered in the MS4. Report on the type and number of activities undertaken to reduce or eliminate SSOs and inflow/ infiltration, the number of SSOs or inflow / infiltration incidents found and the number resolved, and the name of the owner of the sanitary sewer system within the permittee's jurisdiction.</p>				

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

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
<p><i>DEP Note: The permittee needs to "customize" this section as it pertains to the type of activities undertaken to reduce or eliminate SSOs and inflow / infiltration into the MS4. The first three reporting items below are examples.</i></p> <p><i>DEP Note: The permittee should contact the appropriate authorities for accurate reporting information, such as the sanitary sewer system operator who is responsible for investigating and eliminating SSOs and the local health department who is responsible for permitting / overseeing septic tank systems.</i></p> <p><i>DEP Note: Report only the SSOs and inflow / infiltration incidents into the MS4.</i></p>					
<p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system</b></p>		5	Building Permit	Building Department	Seacoast Authority, Sub Contractor/ Repair Work
<p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed</b></p>		0			None
<p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added</b></p>		0			None
<p><b>SSO incidents discovered</b></p>		0			N/A
<p><b>SSO incidents resolved</b></p>		0			N/A
<p><b>Inflow / infiltration incidents discovered</b></p>		0			N/A
<p><b>Inflow / infiltration incidents resolved</b></p>		0			N/A
<p><b>Name of owner of the sanitary sewer system</b></p>		Seacoast Authority			
<p><b>Part III.A.8.a</b></p>	<p><b>Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections</b></p>				
<p>Continue to maintain an up-to-date inventory of all existing high risk facilities discharging into the permittee's MS4. The inventory shall identify the outfall and surface water body into which each high risk facility discharges. For the purposes of this permit, high risk facilities include:</p> <ul style="list-style-type: none"> <li>• Operating municipal landfills;</li> <li>• Hazardous waste treatment, storage, disposal and recovery facilities;</li> <li>• Facilities that are subject to EPCRA Title III, Section 313 (also known as the Toxics Release Inventory (TRI) maintained by the U.S. EPA); and</li> <li>• Any other industrial or commercial discharge that the permittee determines is contributing a substantial pollutant loading to the permittee's MS4. This could include facilities identified through the proactive inspection program as per Part III.A.7.c of the permit.</li> </ul> <p>Report on the high risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year.</p> <p><i>DEP Note: The TRI is updated every spring / summer by the U.S. EPA at <a href="http://www.epa.gov/triexplorer">www.epa.gov/triexplorer</a>. Select "Facility" on the left, chose your Geographic Location, and then select "Generate Report." Please indicate in Column F when (month / year) you last checked EPA's TRI for applicable facilities.</i></p> <p><i>DEP Note: The total number of high risk facilities reported needs to equal the sum of the numbers of the four types of applicable facilities.</i></p> <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</p>					

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

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
	actions taken.				
	<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>				
		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	0		No Facilities
	<b>New high risk facilities added to the inventory during the current reporting period</b>	0	0		N/A
	<b>Operating municipal landfills</b>	0	0	0	0
	<b>Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities</b>	0	0	0	0
	<b>EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)</b>	0	0	0	0
	<b>Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c</b>	0	0	0	0
	<b>Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)</b>	0	0	0	0
<b>Part III.A.8.b</b>	<b>Industrial and High-Risk Runoff — Monitoring for High Risk Industries</b>				
	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.				
	<b>High risk facilities sampled</b>		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>				
	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.				
	<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</i>				
	<b>PERMITTEE SITES: Construction site plans reviewed</b>		2	<b>Construction Site Inspection Form</b>	<b>Public Works/Street</b>
					<b>Drainage Projects</b>

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	PERMITTEE SITES: Construction site plans approved	2	Construction Site Inspection Form	Public Works	Drainage Projects
	PRIVATE SITES: Construction site plans reviewed	2	Master Permit	Building Department/ Village Engineer	Old Port Cove
	PRIVATE SITES: Construction site plans approved	2	Master Permit	Building Department/ Village Engineer	Old Port Cove
	Annually review (and revise, as needed) and implement the permittee's written procedures to notify all new development / redevelopment permit applicants of the need to obtain all required stormwater permits. Report the number of new development/redevelopment permit applicants notified of the ERP and CGP, and the number of applicants who confirmed ERP and CGP coverage.				
	<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. If the number of applicants notified of ERP or CGP coverage is less than the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.</i>				
	Notified of ERP stormwater permit requirements	0			None
	Confirmed ERP coverage	0			None
	Notified of CGP stormwater permit requirements	2	Building Department	Community Development	
	Confirmed CGP coverage	2	Building Department	Community Development	
Part III.A.9.b	<b>Construction Site Runoff — Inspection and Enforcement</b>				
	As an attachment to the Year 1 Annual Report, the permittee shall submit a written plan that details the standard operating procedures for implementation of the stormwater, erosion and sedimentation inspection program for construction sites discharging stormwater to the MS4. The permittee shall implement the plan for inspecting construction sites <u>immediately upon written approval by the Department</u> . Prior to Department approval, the permittee shall continue to perform inspections in accordance with its previously developed construction site inspection procedures. Report on the inspection program for privately-operated and permittee-operated construction sites, including the number of active construction sites during the reporting year, the number of inspections of active construction sites, the percentage of active construction sites inspected, and the number and type of enforcement actions / referrals taken.				
	<i>DEP Note: If "0" is reported in Column C for the number of inspections conducted, please provide an explanation in Column F of why no inspections were conducted. If the number of inspections reported is equal to or less than the number of active construction sites, or the percentage inspected is less than 100%, 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>				
	<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>				
	PERMITTEE SITES: Active construction sites	2	Construction Site Inspection Form	Public Works	Drainage Project
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	6	Construction Site Inspection Form	Public Works	Drainage Project
	PERMITTEE SITES: Percentage of active construction sites inspected	100	Construction Site	Public Works	



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	<b>PRIVATE SITES: Active construction sites</b>		Inspection Form			
	<b>PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</b>	2	Building Permit	Building Department		
	<b>PRIVATE SITES: Percentage of active construction sites inspected</b>	6	Building Permit	Building Department	Parking Lot Overlay & Replacement of Setting Driveway	
	<b>Notices of Violation (NOVs) / warning letters / citations issued</b>	100	Building Permit	Building Department	Parking Lot Overlay & Replacement of Setting Driveway	
	<b>Stop Work Orders issued</b>	0			No Findings of Violation	
	<b>Fines issued</b>	0			N/A	
	<b>Year 1 ONLY: Attach the written construction site inspection program plan</b>	0			N/A	
<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 <u>or under contract with</u> the permittee) and private persons involved in the site plan review, inspection or construction of stormwater management, erosion, and sedimentation controls. All inspectors of construction sites shall be certified through the Florida Stormwater, Erosion, and Sedimentation Control Inspector Training program, or an equivalent program approved by the Department. Follow-up training shall be provided annually. Report the number and type of training activities, the number of inspectors, site plan reviewers and site operators trained (both in-house and outside training), and the number of private persons trained by the permittee.</p> <p><i>DEP Note: If "0" is reported for any of these reporting items, please include in Column F an explanation of why training was not provided to / obtained by the permittee's staff and private persons during the applicable reporting year.</i></p> <p><i>DEP Note: The permittee should report only the number of staff and private persons (i.e., private construction site operators) trained / certified during the applicable reporting year, and then note in Column F the number of staff and private persons who were previously trained / certified. Private site operator training can include pre-construction meetings.</i></p>					
		<b>Certification Training</b>	<b>Initial Training (non-certification)</b>	<b>Refresher Training</b>		
	<b>Permittee construction site inspectors</b>	2	0	2	Sign In Sheets	NPDES Steering Committee Cherly Moore
	<b>Permittee construction site plan reviewers</b>	1	0	0	Sign In Sheets	NPDES Steering Committee

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity			Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	Permittee construction site operators	1	0	0		Sign In Sheets	NPDES Steering Committee
	Private persons						

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

A.	Permit Citation/ SWMP Element	<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
B.	Permit Citation/ SWMP Element	<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

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

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

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

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

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

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

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

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

# **Attachment 1**

**Attachment #1**  
**SWMP Effectiveness**

Year   2   Report

In accordance with 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?   **Yes**
2. Which components of the SWMP are working well and are effective in reducing stormwater pollutant loadings? Why are they effective?  
**Street sweeping & Litter control program; Remove trash, debris from road ways**
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? **None**
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? **Yes**

The evaluation is expected to be subjective and is intended to lead the permittee to consider which programs deserve more or less attention.



# **Attachment 2**

DATA

**ORDINANCE NO. \_\_\_\_\_**

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AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, AMENDING CHAPTER 19, "OFFENSES AND MISCELLANEOUS REGULATIONS," OF THE VILLAGE CODE OF ORDINANCES BY ADOPTING A NEW ARTICLE XII, "FERTILIZER FRIENDLY ORDINANCE;" PROVIDING FOR A TITLE; PROVIDING FOR DEFINITIONS; PROVIDING FOR FINDINGS; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR APPLICABILITY; PROVIDING FOR TIMING OF FERTILIZER APPLICATIONS; PROVIDING FOR FERTILIZER FREE ZONES; PROVIDING FOR FERTILIZER CONTENT AND APPLICATION RATES; PROVIDING FOR FERTILIZER APPLICATION PRACTICES; PROVIDING FOR MANAGEMENT OF GRASS CLIPPINGS AND VEGETATIVE MATTER; PROVIDING FOR EXEMPTIONS; PROVIDING FOR TRAINING; PROVIDING FOR LICENSING OF COMMERCIAL APPLICATORS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR PENALTIES; PROVIDING FOR APPEAL; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 303(d) of the federal Clean Water Act and the resulting Florida Impaired Waters Rule (Chapter 62-303, Florida Administrative Code), the Florida Department of Environmental Protection ("FDEP") has classified specific water bodies in Palm Beach County as "impaired" as a result of the presence of excessive nutrients; and

WHEREAS, Section 403.9337, Florida Statutes, requires that local governments located within the watershed of a water body or water segment that is listed as impaired by nutrients pursuant to Section 403.067, Florida Statutes, adopt an ordinance for Florida-Friendly™ fertilizer use on urban landscapes; and

WHEREAS, on March 2, 2011, FDEP issued its Palm Beach County Municipal Separate Storm Sewer System Permit No. FLS 000018-003 ("MS4 Permit") to forty-one (41) governmental entities, including the Village of North Palm Beach; and

WHEREAS, the MS4 permit requires local governments within the watershed of a nutrient impaired water body to adopt FDEP's Model Ordinance for Florida Friendly Fertilizer Use on Urban Landscapes or an Ordinance that includes all the requirements set forth in the Model Ordinance; and

WHEREAS, surface water runoff and base flow runoff leaves residential neighborhoods, commercial centers, industrial areas, and other lands of Palm Beach County and enters into natural and artificial stormwater and drainage conveyances and natural water bodies in Palm Beach County; and

WHEREAS, phosphorus and nitrogen, the primary nutrients associated with the degradation of surface water, are commonly the primary components of fertilizer for turf and landscape application; and

1  
2 WHEREAS, the quality of streams, lakes, and wetlands is important to environmental,  
3 economic, and recreational prosperity and to the health, safety, and welfare of the residents of  
4 Palm Beach County; and  
5

6 WHEREAS, algae blooms and accelerated growth of aquatic weeds in Palm Beach  
7 County's water bodies have heightened community concerns about water quality and  
8 eutrophication of surrounding waters; and  
9

10 WHEREAS, it is generally recognized that eastern Palm Beach County soils naturally  
11 have adequate phosphorus content for most vegetative needs and that additional phosphorus is  
12 therefore only occasionally needed to create or maintain a vibrant landscape; and  
13

14 WHEREAS, it has been recognized that proper application of slow-release nitrogen  
15 sources is more efficiently used by plants and less likely to leach or runoff; and  
16

17 WHEREAS, this Ordinance is part of a regulatory program to address non-point sources  
18 of nutrient pollution which is scientifically based, and economically and technically feasible; and  
19

20 WHEREAS, in the process of adoption of this Ordinance, the Village Council has  
21 considered scientific information, including input from the Department of Environmental  
22 Protection, the Department of Agriculture and Consumer Services, and the University of Florida  
23 Institute of Food and Agricultural Sciences; and  
24

25 WHEREAS, the Village Council determines that the adoption of this Ordinance is in the  
26 best interests of the residents and citizens of the Village of North Palm Beach.  
27

28 NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE  
29 OF NORTH PALM BEACH, FLORIDA as follows:  
30

31 Section 1. The foregoing "Whereas" clauses are hereby ratified and incorporated herein.  
32

33 Section 2. The Village Council hereby amends Chapter 19, "Offenses and Miscellaneous  
34 Regulations," of the Village Code of Ordinances by adopting a new Article XII, "Fertilizer-  
35 Friendly Use Ordinance," to read as follows (additional language underlined):  
36

37 **ARTICLE XII. FERTILIZER-FRIENDLY USE ORDINANCE**  
38

39 **Sec. 19-226. Title.**  
40

41 This article shall be known as the village's fertilizer-friendly use  
42 ordinance.  
43

44 **Sec. 19-227. Definitions.**  
45

46 When used in this article, the following terms shall have the meanings  
47 ascribed to them in this section except where the context clearly indicates a  
48 different meaning:

1  
2           Application or apply means the actual physical deposition of fertilizer to  
3 turf or landscape plants.  
4

5           Applicator means any person who applies fertilizer on turf and/or  
6 landscape plants in the village.  
7

8           Approved test means a soil test from the University of Florida,  
9 government, or other commercial licensed laboratory that regularly performs soil  
10 testing and recommendations.  
11

12           Best management practices (BMP's) means turf and landscape practices or  
13 combination of practices based on research, field-testing, and expert review,  
14 determined to be the most effective and practical site-specific means, including  
15 economic and technological considerations, for improving water quality,  
16 conserving water supplies and protecting natural resources.  
17

18           Code enforcement officer, official, or inspector means any designated  
19 employee or agent of the village whose duty it is to enforce codes and ordinances  
20 enacted by the village.  
21

22           Commercial fertilizer applicator except as provided in section  
23 482.1562(9), Florida Statutes, means any person who applies fertilizer for  
24 payment or other consideration to property not owned by the person or firm  
25 applying the fertilizer or the employer of the applicators.  
26

27           Fertilizing or fertilization means the act of applying fertilizer to turf,  
28 specialized turf, or landscape plants.  
29

30           Fertilizer means any substance or mixture of substances that contains one  
31 or more recognized plant nutrients and promotes plant growth, or controls soil  
32 acidity or alkalinity, or provides other soil enrichment, or provides other  
33 corrective measures to the soil.  
34

35           Institutional applicator means any person, other than a private, non-  
36 commercial or a commercial applicator (unless such definitions also apply under  
37 the circumstances), that applies fertilizer for the purpose of maintaining turf  
38 and/or landscape plants. Institutional applicators shall include, but shall not be  
39 limited to, owners, managers, or employees of public lands, schools, parks,  
40 religious institutions, utilities, industrial or business sites and any residential  
41 properties maintained in condominium and/or common ownership.  
42

43           Landscape plant means any native or non-native tree, shrub, or  
44 groundcover (excluding turf).  
45

46           Pasture means land managed for livestock grazing.  
47

1           Person means any natural person, business, corporation, limited liability  
2 company, partnership, limited partnership, association, club, organization, and/or  
3 any group of people acting as an organized entity.

4  
5           Prohibited application period means the time period during which a flood  
6 watch or warning, a tropical storm watch or warning, or a hurricane watch or  
7 warning is in effect for any portion of the village, issued by the national weather  
8 service, or if heavy rain (2 inches or more within a twenty-four (24) hour period)  
9 is likely.

10  
11           Saturated soil means a soil in which the voids are filled with water.  
12 Saturation does not require flow. For the purposes of this article, soils shall be  
13 considered saturated if standing water is present or the pressure of a person  
14 standing on the soil causes the release of free water.

15  
16           Slow-release, controlled release, timed release, slowly-available, or water  
17 insoluble nitrogen means nitrogen in a form which delays its availability for  
18 vegetative uptake and use after application, or which extends its availability to the  
19 vegetation longer than a reference rapid or quick release product.

20  
21           Turf, sod, or lawn means an area of grass-covered soil held together by the  
22 roots of the grass.

23  
24           Urban landscape means pervious areas on residential, commercial,  
25 industrial, institutional, highway rights-of-way, or other nonagricultural lands that  
26 are planted with turf or landscape plants. For the purposes of this section,  
27 agriculture has the same meaning as provided in section 570.02, Florida Statutes.

28  
29 **Sec. 19-228. Findings.**

30  
31           As a result of the Florida Department of Environmental Protection's  
32 determination that certain water bodies within Palm Beach County are impaired  
33 for excessive nutrient levels, the village council finds that the best management  
34 practices contained in the most recent edition of the "Florida-Friendly Best  
35 Management Practices for Protection of Water Resources by the Green  
36 Industries", are required in this article.

37  
38 **Sec. 19-229. Purpose and intent.**

39  
40           This article regulates the proper use of fertilizers by any applicator;  
41 requires proper training of commercial and institutional fertilizer applicators;  
42 establishes training and licensing requirements; establishes a prohibited  
43 application period; and specifies allowable fertilizer application rates and  
44 methods, fertilizer-free zones, and exemptions. This article requires the use of  
45 best management practices to minimize negative environmental effects associated  
46 with excessive nutrients in our water bodies. These environmental effects have  
47 been observed in and on Palm Beach County's natural and constructed  
48 stormwater conveyances, rivers, creeks, canals, lakes, estuaries and other water

1 bodies. Collectively, these water bodies are an asset important to the  
2 environmental, recreational, cultural and economic well-being of Palm Beach  
3 County residents and the public health. Overgrowth of algae and vegetation  
4 hinders the effectiveness of flood attenuation provided by natural and constructed  
5 stormwater conveyances. Regulation of nutrients, including both phosphorus and  
6 nitrogen contained in fertilizer, is anticipated to help improve and maintain water  
7 and habitat quality.

8  
9 **Sec. 19-230. Applicability.**

10  
11 This article shall be applicable to and shall regulate any and all applicators  
12 of fertilizer and areas of application of fertilizer to urban landscapes within the  
13 Village, unless such application is specifically exempted by section 19-236 of this  
14 article. This article shall be prospective only, and shall not impair any existing  
15 contracts.

16  
17 **Sec. 19-231. Timing of fertilizer application.**

18  
19 (a) No applicator shall apply fertilizers containing nitrogen and/or  
20 phosphorus to turf and/or landscape plants during the prohibited application  
21 period or to saturated soils.

22  
23 (b) Fertilizer containing nitrogen and/or phosphorus shall not be  
24 applied before seeding or sodding a site, and shall not be applied for the first  
25 thirty (30) days after seeding or sodding, except when hydro-seeding for  
26 temporary or permanent erosion control in an emergency situation (wildfire, etc),  
27 or in accordance with the stormwater pollution prevention plan for that site.

28  
29 **Sec. 19-232. Fertilizer free zones.**

30  
31 Fertilizer shall not be applied within ten (10) feet, or three (3) feet if a  
32 deflector shield or drop spreader is used, of any pond, stream, water body, lake,  
33 canal, or wetland as defined by the Florida Department of Environmental  
34 Protection in Chapter 62-340, Florida Administrative Code or from the top of a  
35 seawall or lake bulkhead. Newly planted turf or landscape plants may be  
36 fertilized in this zone only for a sixty (60) day period beginning thirty (30) days  
37 after planting if needed to allow the vegetation to become well established.  
38 Caution shall be used to prevent the direct deposit of fertilizer into the water.

39  
40 **Sec. 19-233. Fertilizer content and application rates.**

41  
42 (a) Fertilizers applied to turf within the village shall be applied in  
43 accordance with requirements and directions provided by Rule 5E-1.003(2),  
44 Florida Administrative Code, *Labeling Requirements for Urban Turf Fertilizers.*  
45 Under Rule 5E-1.003(2), Florida Administrative Code, required application rate  
46 and frequency maximums, which vary by plant and turf types, are found on the  
47 labeled fertilizer bag or container.

1           **(b) Nitrogen or phosphorus fertilizer shall not be applied to turf or**  
2 **landscape plants except as provided in section (a) above for turf, or in UF/IFAS**  
3 **recommendations for landscape plants, vegetable gardens, and fruit trees and**  
4 **shrubs, unless a soil or tissue deficiency has been verified by an approved test.**

5  
6           **(c) Fertilizer used for sports turf at golf courses shall be applied in**  
7 **accordance with the recommendations in “Best Management Practices for the**  
8 **Enhancement of Environmental Quality on Florida Golf Courses”, published by**  
9 **the Florida Department of Environmental Protection, dated January 2007, as may**  
10 **be amended. Fertilizer used at park or athletic fields shall be applied in**  
11 **accordance with Rule 5E-1.003(2), Florida Administrative Code.**

12  
13 **Sec. 19-234. Fertilizer application practices.**

14  
15           **(a) As required in section 19-232 of this article, spreader deflector**  
16 **shields shall be used when fertilizing via rotary (broadcast) spreaders. Deflectors**  
17 **must be positioned such that fertilizer granules are deflected away from all**  
18 **impervious surfaces, fertilizer-free zones and water bodies, including wetlands.**  
19 **Any fertilizer applied, spilled, or deposited, either intentionally or accidentally, on**  
20 **any impervious surface shall be immediately and completely removed to the**  
21 **greatest extent practicable.**

22  
23           **(b) Fertilizer released on an impervious surface must be immediately**  
24 **contained and either legally applied to turf or any other legal site, or returned to**  
25 **the original or other appropriate container.**

26  
27           **(c) In no case shall fertilizer be washed, swept, or blown off**  
28 **impervious surfaces into stormwater drains, ditches, conveyances, or water**  
29 **bodies.**

30  
31           **(d) Property owners and managers are encouraged to use an Integrated**  
32 **Pest Management (IPM) strategy as currently recommended by the University of**  
33 **Florida Cooperative Extension Service publications.**

34  
35 **Sec. 19-235. Management of grass clippings and vegetative matter.**

36  
37           **In no case shall grass clippings, vegetative material, and/or vegetative**  
38 **debris intentionally be washed, swept, or blown on to or into stormwater drains,**  
39 **ditches, conveyances, water bodies, wetlands, sidewalks or roadways.**

40  
41 **Sec. 19-236. Exemptions.**

42           **The provisions of this article shall not apply to:**

43  
44  
45           **(a) Bona fide farm operations as defined in the Florida Right-to-Farm**  
46 **Act, Section 823.14, Florida Statutes;**

1           **(b) Other properties not subject to or covered under the Florida Right-**  
2 **to-Farm Act that have pastures used for grazing livestock; and**  
3

4           **(c) Any lands used for bona fide scientific research, including, but not**  
5 **limited to, research on the effects of fertilizer use on urban stormwater, water**  
6 **quality, agronomics, or horticulture.**  
7

8           **Sec. 19-237. Training.**  
9

10           **(a) All commercial and institutional applicators of fertilizer within**  
11 **Palm Beach County shall abide by and successfully complete the six-hour training**  
12 **program in the “Florida-Friendly Best Management Practices for Protection of**  
13 **Water Resources by the Green Industries” offered by the Florida Department of**  
14 **Environmental Protection through the University of Florida/Palm Beach County**  
15 **Cooperative Extension Service “Florida-Friendly Landscapes” program or an**  
16 **approved equivalent program.**  
17

18           **(b) Non-commercial and non-institutional applicators not otherwise**  
19 **required to be certified, such as private citizens on their own residential property,**  
20 **are encouraged to follow the recommendations of the University of Florida/IFAS**  
21 **“Florida-Friendly Landscape Program” and label instructions when applying**  
22 **fertilizers.**  
23

24           **Sec. 19-238. Licensing of commercial applicators.**  
25

26           **(a) All businesses applying fertilizer to turf or landscape plants**  
27 **(including, but not limited to, residential lawns, golf courses, commercial**  
28 **properties, and multi-family and condominium properties) must ensure that the**  
29 **business owner or his/her designee holds the appropriate “Florida-Friendly Best**  
30 **Management Practices for Protection of Water Resources by the Green**  
31 **Industries” training certificate prior to the business owner obtaining a business**  
32 **tax receipt. Owners for any category of occupation which may apply any**  
33 **fertilizer to turf and/or landscape plants shall provide proof of completion of the**  
34 **program to the village. It is the responsibility of the business owner to maintain**  
35 **the “Florida-Friendly Best Management Practices for Protection of Water**  
36 **Resources by the Green Industries” certificate to receive a business tax receipt**  
37 **annually.**  
38

39           **(b) After December 31, 2013, all commercial applicators of fertilizer**  
40 **within the village shall have and carry in their possession at all times when**  
41 **applying fertilizer, evidence of certification by the Florida Department of**  
42 **Agriculture and Consumer Services as a commercial fertilizer applicator per Rule**  
43 **5E-14.117(18), Florida Administrative Code.**  
44

45           **(c) After December 31, 2012, all businesses applying fertilizer to turf**  
46 **and/or landscape plants (including, but not limited to, residential lawns, golf**  
47 **courses, commercial properties and multi-family and condominium properties)**  
48 **must ensure that at least one (1) employee has an appropriate “Florida-Friendly**



1 Best Management Practices for Protection of Water Resources by the Green  
2 Industries” training certificate prior to the business owner obtaining a business tax  
3 receipt.

4  
5 **Sec. 19-239. Enforcement; penalties; appeals.**

6  
7 (a) Enforcement. The provisions of this article shall be enforced by  
8 the village’s code enforcement special magistrate pursuant to the authority  
9 granted by Section 162.01, Florida Statutes, et seq., as may be amended, and the  
10 village through its authority to enjoin and fine any person violating its code. The  
11 village may pursue these or any other enforcement remedies available to the  
12 village under state law.

13  
14 (b) Penalties. Failure to comply with the requirements of this article  
15 shall constitute a violation of this article and each new day the violation exists  
16 shall be considered a separate and distinct offense. Fines shall be determined by  
17 considering the factors set forth in Section 162.09, Florida Statutes, as may be  
18 amended, and shall not exceed the amounts authorized by state law.

19  
20 (c) Disposition of penalty funds. Funds generated by penalties  
21 imposed pursuant to this article shall be used by the village for the administration  
22 and enforcement of Section 403.9337, Florida Statutes, and the corresponding  
23 sections of this article, and to further water conservation and non-point pollution  
24 prevention activities.

25  
26 (d) Appeals. Appeals of administrative orders of the special  
27 magistrate shall be as provided under state law, and as further set forth in section  
28 2-180 of the village code.

29  
30 Section 3. The provisions of this Ordinance shall become and be made a part of the Code of  
31 the Village of North Palm Beach, Florida.

32  
33 Section 4. If any section, paragraph, sentence, clause, phrase or word of this Ordinance is for  
34 any reason held by a court of competent jurisdiction to be unconstitutional, inoperative or void,  
35 such holding shall not affect the remainder of this Ordinance.

36  
37 Section 5. All ordinances or parts of ordinances and resolutions or parts of resolutions in  
38 conflict herewith are hereby repealed to the extent of such conflict.

39  
40 Section 6. This Ordinance shall take effect immediately upon adoption.

41  
42 [Remainder of page intentionally blank]  
43

1 PLACED ON FIRST READING THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2012.  
2  
3 PLACED ON SECOND, FINAL READING AND PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_,  
4 2012.

5  
6  
7

8 (Village Seal) \_\_\_\_\_  
9 MAYOR

10  
11

12 ATTEST:  
13  
14 \_\_\_\_\_  
15 VILLAGE CLERK

16

17 APPROVED AS TO FORM AND  
18 LEGAL SUFFICIENCY:  
19  
20 \_\_\_\_\_  
21 VILLAGE ATTORNEY

22

# **Attachment 3**

# **VILLAGE OF NORTH PALM BEACH**

## **STORMWATER MANAGEMENT GUIDELINES**

### **STANDARD OPERATING PROCEDURES (SOPs)**

#### **NPDES**

**2011**

**JORGE SANTOS**

# VILLAGE OF NORTH PALM BEACH

## NPDES

### Stormwater Management Guidelines Standard Operation Procedures

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*Departmental General Orders*

*Village of North Palm Beach/ Red-Zones/ High Tide & Potential flooding*

*Article V. Stormwater Management/ Sec.21-61 to 21-70*

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*NPDES Third Term Permit Interlocal Agreement PBCID*

*Conveyance Ditch & Canals Protocol & Inspection Form*

*Catch-Basin Protocol & Inspection Form*

*Control Structure Protocol & Inspection Form*

*Dry Detention Protocol & Inspection Form*

*Exfiltration Protocol & Inspection Form*

*Litter Control program & Inspection Form*

*Maintenance Equipment Yards Program & Inspection Form*

*Maintenance Yard Locations Map*

*Major Storms Outfalls Protocol & Inspection Form*

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*Site Plan Review Procedures/ Requirements & Checklist Form*

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*Swale System Structural Control Program & Inspection Form*

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*Hazardous Material Incidents/ Standard Operating Guideline/ Hazardous & Non-  
Hazardous*

*Land Development Regulations and local Codes*

# DEPARTMENT OF PUBLIC WORKS

## VILLAGE OF NORTH PALM BEACH

### DEPARTMENT GENERAL ORDERS

**Scope:** Stormwater Management Guidelines/ Standard Operation Procedures

**Purpose:** To ensure that drainage is in sound condition and clear of refuse, and debris to allow free flow of stormwater through the Village drainage system. To comply with applicable requirements for adopted or mandated associated with Stormwater Management including Federal Emergency Management Agency (FEMA), Environmental Protection Agency (EPA), National Pollutant Discharge Elimination System (NPDES), National Flood Insurance Program (NFIP) and Insurance Services Office (ISO)

**Enforcement Agency:** Streets Division and Code Compliance

**Authority:** Public Works Director

**Policy:** As outlined below

#### **Inventory:**

The Department will schedule a monthly inspection of the two (2) Municipal Maintenance Yards, a minimum once a month of the Litter Control Program and conduct twice a month the Street Sweeping Programs at the Service Alleys.

The Department will schedule one (1) annual Inspection of all drainage Catch-Basin, Major Outfall, Control Structures, open ditches or Canals and 10% of Pipelines and 33% of the Swale System.

The Department will schedule every three years inspections on all Dry Detention System, Wet Detention System, and Exfiltration Trench.

Catch-Basin is also inspected before and after each storm event that creates over a half-inch (1/2) of rain for any runoffs, floating and/or trapped debris. (Include potential roads can be flooding after a heavy rain events-Red Zones or roads depends on the high-low tide/ e.g. outfalls on intercostal or waterways.

The Inspection will note the physical condition of the structures and recommended maintenance activity. In addition to schedule inspections appropriate Village staff, including solid waste collectors, parks keepers, code compliance officers, public safety officers and residents will be ask to report conditions suspected of requiring maintenance or inspection. Larger projects will be presented to the Village Manager as a budget item in the following fiscal year.

#### **Construction sites:**

Weekly inspections are conducted by trained inspectors for construction sites over one (1) acre in size to ensure Best Management Practices (BMP) as per requirements of National Pollutant Discharge Elimination System (NPDES). Construction sites are also inspected after each storm event that creates over a half inch (1/2) of rain for any runoff, floating and/ or trapped debris.

Proactive and Reactive Inspections of Light Industrial or Commercial areas are schedule to be inspected on a quarterly basis.

**Recording:**

All inspections reports are documented and physically stored in the project file located at the Public Work Department; all maintenance activities will be documented in a computerized work order data base (code: NPDES). The work order data base will be maintained as an accessible history of maintenance and inspection activity.

One annual reporting for the national Pollutant Discharge Elimination System (NPDES) is required.



## ARTICLE V. - STORMWATER MANAGEMENT <sup>[72]</sup>

<sup>(72)</sup> **Editor's note**— Ordinance No. 34-90, adopted Sept. 27, 1990, did not specifically amend this Code; hence, inclusion of § 1 as Art. V, §§ 21-61—21-70, was at the discretion of the editor.

[Sec. 21-61. - Adoption; design; applicability.](#)

[Sec. 21-62. - Minimum street grades.](#)

[Sec. 21-63. - Level of finished floor of structures.](#)

[Sec. 21-64. - Storm drainage facilities generally.](#)

[Sec. 21-65. - Roadside swales.](#)

[Sec. 21-66. - Open channels and outfall ditches.](#)

[Sec. 21-67. - Postdevelopment runoff rates, volumes and pollutant loads.](#)

[Sec. 21-68. - Objectives of stormwater management system design.](#)

[Sec. 21-69. - Stormwater retention systems.](#)

[Sec. 21-70. - Water quality.](#)

[Secs. 21-71—21-100. - Reserved.](#)

### **Sec. 21-61. - Adoption; design; applicability.**

- (a) Stormwater management, general, is hereby created as set out in this article.
- (b) The stormwater management system shall be designed in accordance with accepted engineering principles for design floods resulting from rainfall and tidal elevations experienced in the Intracoastal Waterway for storm frequencies as follows in this article.
- (c) The requirements of this article shall be in effect throughout all areas of the village and shall pertain to all new and existing areas that are redeveloped.

(Ord. No. 34-90, §§ 1.1, 1.2, 9-27-90)

### **Sec. 21-62. - Minimum street grades.**

Minimum street grade shall exceed calculated flood levels resulting from a ten-year frequency storm tide, plus rainfall runoff.

(Ord. No. 34-90, § 1.1(a), 9-27-90)

### **Sec. 21-63. - Level of finished floor of structures.**

The finished floor of all structures shall exceed the one-hundred-year tidal flooding and rainfall runoff level, but in no case shall be less than eight and five-tenths (8.5) feet above mean sea level.

(Ord. No. 34-90, § 1.1(b), 9-27-90)

**Sec. 21-64. - Storm drainage facilities generally.**

Storm drainage facilities, including swales, inlets and conduits shall be designed on runoff predicted from a three-year intensity rainfall curve in general use for this area.

(Ord. No. 34-90, § 1.1(c), 9-27-90)

**Sec. 21-65. - Roadside swales.**

Roadside swales within street rights-of-way shall be constructed in accordance with approved typical sections for the subdivision under consideration. Swale cross-sections shall be designed to carry runoff up to the edge of pavement, or edge of improved property adjacent to the right-of-way. Surplus water from the swales shall be diverted into a closed storm drainage system or other approved means. Placement of permitted trees in a swale will be such that, as tree growth occurs, the design and function of the swale are not compromised.

(Ord. No. 34-90, § 1.1(d), 9-27-90)

**Cross reference—** Trees in swale areas, § 27-16 et seq.

**Sec. 21-66. - Open channels and outfall ditches.**

Open channels and outfall ditches for the purpose of conveying storm runoff within any subdivision development will not be allowed. However, open channels connecting to tidewater for the purpose of navigational access to existing or proposed waterways will be permitted provided they are protected by concrete bulkheads and have a minimum width of eighty (80) feet and a minimum centerline depth of eight and zero tenths (8.0) feet.

(Ord. No. 34-90, § 1.1(e), 9-27-90)

**Cross reference—** Bulkheads and seawalls, § 5-69 et seq.

**Sec. 21-67. - Postdevelopment runoff rates, volumes and pollutant loads.**

The developer/owner of any site shall be responsible for the on-site management of stormwater runoff in a manner such that postdevelopment runoff rates, volumes and pollutant loads do not exceed predevelopment conditions as per chapters 40E-4, 40E-40 and/or 40E-41, Florida Administrative Code.

(Ord. No. 34-90, § 1.1(g), 9-27-90)

**Sec. 21-68. - Objectives of stormwater management system design.**

The design of the stormwater management system shall provide for protection of natural drainage features and promote the functions of groundwater recharge areas.

(Ord. No. 34-90, § 1.1(h), 9-27-90)

**Sec. 21-69. - Stormwater retention systems.**

Where stormwater retention systems are required, any modification to, or construction of canals shall incorporate water and habitat quality enhancement features such as planted littoral zones or shallow shelves, bank slopes conducive to shoreline vegetation and immediate vegetative stabilization of any bare ground adjacent to the system, as appropriate.

(Ord. No. 34-90, § 1.1(i), 9-27-90)

**Sec. 21-70. - Water quality.**

(a) *Definitions.*

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

(b) *Water quality.* In order to minimize the degradation of water quality in receiving bodies, all development will be provided with landscaped areas, grassed areas or other natural vegetated areas to receive runoff from buildings, pavement or other impervious areas to the degree that pollutants from these areas may be absorbed by the vegetation or percolated into the soil. No runoff from such impervious areas shall be discharged directly into any inlet or storm sewer without first being given the opportunity to pass through a natural vegetated area. All potential areas of soil erosion shall be protected to minimize siltation transport by flowing water.

(c) [*Construction site runoff.*] To protect and preserve water quality, Best Management Practices (BMPs) for construction site runoff, as contained in Chapter 4.0 of the Palm Beach County, 208 Areawide Waste Treatment Management Plan, shall be employed.

(d) *Industrial activity.*

- (1) *General provisions.* Any discharge into the stormwater system in violation of any federal, state, county, municipal or other law, rule, regulation or permit is prohibited.
- (2) *Specific prohibitions.* By adoption of industrial activity stormwater regulations or by issuance of industrial activity stormwater permits, or both, the director may impose reasonable limitations as to the quality of stormwater (including without limitation the designation of maximum levels of pollutants) discharged into the stormwater system from sites of industrial activity. Any promulgation of such regulations and issuance of permits by the director shall be in accordance with applicable law.
- (3) *Administrative orders.* The director may issue an order to any person to immediately cease any discharge determined by the director to be in violation of any provision of this section, or in violation of any regulation or permit issued hereunder.

PART II - CODE OF ORDINANCES  
Chapter 21 - PLANNING AND DEVELOPMENT  
ARTICLE V. - STORMWATER MANAGEMENT

(4) *NPDES permits.* Any person who holds a National Pollutant Discharge Elimination System (NPDES) permit shall provide a copy of such permit to the director no later than the later of: sixty (60) calendar days after the effective date of Ordinance No. 8-93 or sixty (60) calendar days after issuance.

(e) *Illicit discharges.*

(1) *General prohibitions.* Except as set forth in section 21-70(e)(3) or as in accordance with a valid NPDES permit, any discharge to the stormwater system that is not composed entirely of stormwater is prohibited.

(2) *Specific prohibitions.* Any discharge to the stormwater system containing any sewage, industrial waste or other waste materials, or containing any materials in violation of federal, state, county, municipal, or other laws, rules, regulations, orders or permits, is prohibited.

(3) *Authorized exceptions.* Unless the director determines that it is not properly managed or otherwise is not acceptable, the following discharges are exempt from the general prohibition set forth under section 21-70(e)(1): flows from fire fighting, water line flushing and other contributions from potable water sources, landscape irrigation and lawn watering, irrigation water, diverted stream flows, rising groundwaters, direct infiltration to the stormwater system, uncontaminated pumped groundwater, foundation and footing drains, water from crawl space pumps, air conditioning condensation, springs, individual residential car washings, flows from riparian habitats and wetlands, and de-chlorinated swimming pool contributions.

(4) *Illicit connections.* No person may maintain, use or establish any direct or indirect connection to the stormwater system that results in any discharge in violation of this section. This prohibition is retroactive and applies to connections made in the past, regardless of whether made under a permit, or other authorization, or whether permissible under laws or practices applicable or prevailing at the time the connection was made.

(5) *Administrative order.* The director may issue an order to any person to immediately cease any discharge, or any connection to the stormwater system, determined by the director to be in violation of any provision of this section, or in violation of any regulation or permit issued hereunder.

(f) *Spills and dumping.*

(1) *General prohibitions.* Except as set forth under section 21-70(e)(3) or as in accordance with a valid NPDES permit, any discharge to the stormwater system that is not composed entirely of stormwater is prohibited.

(2) *Specific prohibitions.* Any discharge to the stormwater system containing any sewage, industrial waste or other waste materials, or containing any materials in violation of federal, state, county, municipal, or other laws, rules, regulations, orders or permits, is prohibited.

(3) *Notification of spills.* As soon as any person has knowledge of any discharge to the stormwater system in violation of this section, such person shall immediately notify the director by telephone or other direct means and if such person is directly or indirectly responsible for such discharge, then such person shall also take immediate action to ensure the containment and clean up of such discharge and shall confirm such telephone notification in writing to the director within three (3) calendar days.

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(4) *Administrative order.* The director may issue an order to any person to immediately cease any discharge, or connection to the stormwater system, determined by the director to be in violation of any provision of this section, or in violation of any regulation or permit issued hereunder.

(g) *Enforcement.*

(1) *Injunctive relief.* Any violation of any provision of this section, or of any regulation or order issued hereunder, shall be subject to injunctive relief if necessary to protect the public health, safety or general welfare.

(2) *Continuing violation.* A person shall be deemed guilty of a separate violation for each and every day during any continuing violation of any provision of this section, or of any regulation or permit issued hereunder.

(3) *Enforcement actions.* The director may take all actions necessary, including the issuance of notices of violation and the filing of court actions, and/or request enforcement by the village code enforcement board to require and enforce compliance with the provisions of this section and with any regulation or permit issued hereunder.

(h) *Inspections and monitoring.*

(1) *Authority for inspections.* Whenever necessary to make an inspection to enforce any of the provisions of this section, or regulation or permit issued hereunder, or whenever an authorized official has reasonable cause to believe there exists any condition constituting a violation of any of the provisions of this section, or regulation or permit issued hereunder, any authorized official may enter any property, building or facility at any reasonable time to inspect the same or to perform any duty related to enforcement of the provisions of this section or any regulations or permits issued hereunder; provided that (a) if such property, building or facility is occupied, such authorized official shall first present proper credentials and request permission to enter, and (b) if such property, building or facility is unoccupied, such authorized official shall make a reasonable effort to locate the owner or other person having charge or control of the property, building or facility, and shall request permission to enter. Any request for permission to enter made hereunder shall state that the owner or person in control has the right to refuse entry, and that in such event is refused, the authorized official may enter to make inspection only upon issuance of a search warrant by a duly authorized magistrate. If the owner or person in control refuses permission to enter after such request has been made, the authorized official is hereby authorized to seek assistance from any court of competent jurisdiction in obtaining entry. Routine or area-wide inspections shall be based upon such reasonable selection processes as may be necessary to carry out the purposes of this section, including but not limited to random sampling and sampling in areas with evidence of stormwater contamination, non-stormwater discharges, or similar factors.

(2) *Authority for monitoring and sampling.* Any authorized official may establish on any property such devices as are necessary to conduct sampling or metering of discharges of the stormwater system. During any inspections made to enforce the provisions of this section, or regulations or permits issued hereunder, any authorized official may take any samples deemed necessary.

(3) *Requirements for monitoring.* The director may require any person engaging in any activity or owning any property, building or facility (including but not limited to a site of industrial activity) to undertake such reasonable monitoring of any discharge(s) to the stormwater system and to furnish periodic reports.

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ARTICLE V. - STORMWATER MANAGEMENT

(Ord. No. 34-90, § 1.1(f), (j), 9-27-90; Ord. No. 8-93, § 1, 2-11-93; Ord. No. 2006-24, § 2.H.2, 11-9-06;  
Ord. No. 2011-19, § 2, 10-13-11)

**Secs. 21-71—21-100. - Reserved.**

## ORDINANCE NO. 2011-19

AN ORDINANCE OF THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, RELATING TO THE VILLAGE'S STORMWATER SYSTEM; AMENDING ARTICLE V, "STORMWATER MANAGEMENT," OF CHAPTER 21, "PLANNING AND DEVELOPMENT," BY AMENDING SECTION 21-70, "WATER QUALITY," TO DELEGATE OVERSIGHT OF THE STORMWATER SYSTEM TO THE COMMUNITY DEVELOPMENT DIRECTOR; AMENDING ARTICLE VI, "CODE ENFORCEMENT," OF CHAPTER 2, "ADMINISTRATION," OF THE VILLAGE CODE OF ORDINANCES TO PROVIDE FOR ENFORCEMENT OF THE STORMWATER REGULATIONS BY THE CODE ENFORCEMENT SPECIAL MAGISTRATE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Article V, of Chapter 21, provides for the administration of the Village's stormwater management system, regulating discharges from industrial activities and prohibiting illicit discharges of materials other than stormwater into the system; and

WHEREAS, when the Village Council divided the former Public Services Department into the Public Works Department and the Community Development Department, the responsibility for stormwater management remained with the Public Works Department; and

WHEREAS, the administration of the Village's National Pollutant Discharge Elimination System (NPDES) permit requirements, including the investigation of illicit discharges, is being performed by the Village's Community Development Department; and

WHEREAS, Village Administration is recommending amending Article V of Chapter 21 to place stormwater management under the Director of Community Development and amending Article VI of Chapter 2 to specifically authorize the Code Enforcement Special Magistrate to enforce the Code provisions regulating the Village's stormwater system, including those pertaining to illicit discharges; and

WHEREAS, the Village Council determines that the adoption of this Ordinance is in the best interests of the residents and citizens of the Village of North Palm Beach.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF NORTH PALM BEACH, FLORIDA, as follows:

Section 1. The foregoing recitals are ratified as true and correct and are incorporated herein.

Section 2. The Village Council hereby amends Chapter 21, "Planning and Development," Article V, "Stormwater Management," of the Village Code of Ordinances by amending Section 21-70 to read as follows (additional language underlined and deleted language ~~stricken through~~):

**Sec. 21-70. Water quality.**

(a) *Definitions.*

(1) *Authorized official:* Any employee of the village authorized in writing by the director to administer or enforce the provisions of this ~~section~~ article.

(2) *Director*: The director of public works community development.

\* \* \*

Section 3. The Village Council hereby amends Chapter 2, "Administration," Article VI, "Code Enforcement," of the Village Code of Ordinances by amending Section 2-173 to read as follows (additional language underlined):

**Sec. 2-173. Applicability.**

The special magistrate shall enforce and have jurisdiction ~~of~~ over the following codes:

\* \* \*

Chapter 19, Village of North Palm Beach Code, containing noise control code.

Chapter 21, Village of North Palm Beach Code, administrating and regulating the Village's stormwater management system.

Chapter 24, Village of North Palm Beach Code, containing the streets, sidewalks and driveways code.

\* \* \*

Section 4. The provisions of this Ordinance shall become and be made part of the Code of Ordinances for the Village of North Palm Beach, Florida.

Section 5. If any section, paragraph, sentence, clause, phrase or word of this Ordinances is for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative or void, such holding shall not affect the remainder of the Ordinance.

Section 6. All ordinances and resolutions, or parts of ordinances and resolutions, in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This Ordinance shall be effective immediately upon adoption.

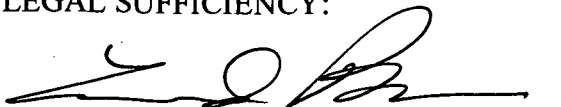
PLACED ON FIRST READING THIS 22nd DAY OF SEPTEMBER, 2011.

PLACED ON SECOND, FINAL READING AND PASSED THIS 13th DAY OF OCTOBER, 2011.



  
MAYOR

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

  
VILLAGE ATTORNEY



**R E C E I V E D**  
OCT 11 2011

**NPDES THIRD TERM PERMIT  
INTERLOCAL AGREEMENT**

This Interlocal Agreement (the "Agreement") is being entered into by and between NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT, 359 Hiatt Drive, Palm Beach Gardens, Florida 33418 (hereinafter referred to as the "Lead Permittee"), and VILLAGE OF NORTH PALM BEACH (hereinafter referred to as "the Co-Permittee").

**WITNESSETH:**

WHEREAS, the United States Environmental Protection Agency (hereinafter referred to as "EPA") on the 9th day of December, 1996, issued its National Pollutant Discharge Elimination System ("NPDES") Permit No. FLS000018 (with it and all such subsequent permits being hereinafter referred to as the "MS4 NPDES Permit") to approximately forty (40) governmental entities designated as the Palm Beach County-Municipal Separate Storm Sewer System ("MS4") Permittees (hereinafter referred to jointly as the "Permittees"); and

WHEREAS, EPA has since delegated its regulatory and enforcement authority relating to the MS4 NPDES Permit to the Florida Department of Environmental Protection ("FDEP"); and

WHEREAS, Section 403.0885, Florida Statutes, established the federally approved state NPDES Program; and

WHEREAS, FDEP Rule 62-4.052, F.A.C., implemented an annual regulatory program and also set fees to effect the legislative intent that FDEP's costs for administering the NPDES Permit be borne by the regulated entities; and

WHEREAS, at or before the expiration of each MS4 NPDES Permit, the Permittees must file a re-application to FDEP for renewal of the MS4 NPDES Permit for a subsequent term; and

WHEREAS, the MS4 NPDES Permits granted by FDEP to the Permittees contain separate obligations and responsibilities for each individual Permittee, as well as obligations and responsibilities that may be performed jointly by the Permittees; and

WHEREAS, due to the number of Permittees and the tasks that must be performed pursuant to each MS4 NPDES Permit, it would be more economically and administratively feasible to allocate duties, responsibilities, and costs associated with the MS4 NPDES Permits pursuant to individual interlocal agreements between each Co-Permittee and the Lead Permittee; and

WHEREAS, the Permittees previously established a 7-member Steering Committee comprised of 2 representatives of large municipalities, 2 representatives of smaller municipalities, 1 representative of special districts, 1 representative from Palm Beach County, and the Lead Permittee, which Committee will continue to coordinate the joint activities required under the MS4 NPDES

Permit, including but not limited to recommending to the Lead Permittee retention of necessary consultants to execute each MS4 NPDES Permit; and

WHEREAS, the parties hereto are authorized pursuant to Chapter 163, Part I, Florida Statutes, as amended, to enter into this Agreement and do hereby adopt, ratify and confirm the provisions and incorporation herein of Subparagraph (9), Section 163.01, Florida Statutes.

NOW, THEREFORE, in accordance with Chapter 163, Part I, Florida Statutes, as amended, the undersigned parties, for and in consideration of the mutual benefits set forth herein, do hereby enter into this Agreement and represent, covenant, and agree with each other as follows:

### SECTION ONE REPRESENTATIONS

1.01. Recitals. The recitals and representations as set forth hereinabove are true and correct to the best of the knowledge of the parties and are incorporated herein by this reference.

### SECTION TWO DESIGNATION OF PARTIES

2.01. Lead Permittee. Northern Palm Beach County Improvement District is hereby designated as the Lead Permittee for the purposes of this Agreement and each MS4 NPDES Permit.

2.02. Co-Permittee. The Village of North Palm Beach is hereby designated as a Co-Permittee for the purposes of this Agreement and each MS4 NPDES Permit.

### SECTION THREE TERM OF AGREEMENT

3.01. Agreement Term. The term of this Agreement begins as of the date it is signed by the last of the parties, and shall continue from year to year, subject to the annual Funding Year (as hereinafter defined) renewal process set forth in following Section 3.03, unless otherwise terminated in accordance with other provisions of this Agreement. The parties to this Agreement shall undertake a mutual review of this Agreement during the final year of the term of each Permit.

3.02. Funding Year. The term "Funding Year" is defined as a fiscal year beginning on October 1 and ending on September 30.

3.03. Renewal. This Agreement shall be automatically renewed as of the beginning date of each Funding Year and continue in full force and effect from Funding Year to Funding Year, unless: (i) a party to this Agreement provides written notice of non-renewal to the other party at least thirty (30) days prior to the end of the then-current Funding Year, or (ii) the Agreement has been previously terminated as provided herein.

SECTION FOUR  
SCOPE OF WORK AND ALLOCATION OF DUTIES AND OBLIGATIONS

4.01. Allocation of Duties and Obligations

(i) The Lead Permittee shall be responsible for those duties and obligations which are specifically identified and delineated in Exhibit "A" which is attached hereto and incorporated herein (the "Lead Permittee Services"). The Lead Permittee Services may be revised from time to time as required by the MS4 NPDES Permit. Any such revisions shall be agreed to in writing by the Co-Permittee and incorporated into Exhibit "A" and made a part of this Agreement. All revisions to Exhibit "A" shall be attached sequentially to the original Agreement so that all modifications to the Lead Permittee Services that occur over time may be determined.

(ii) The Co-Permittee shall be responsible for such other duties and obligations which are specifically identified as being its individual responsibility in the MS4 NPDES Permit.

4.02. Modifications to MS4 NPDES Permit

In accordance with Section 403.067, Florida Statutes, NPDES permits must be consistent with the requirements of adopted TMDLs. A MS4 NPDES Permit may be reopened and revised during its term to adjust effluent limitations or monitoring requirements should future adopted TMDL, water quality studies, FDEP-approved changes in water quality standards, or other information show a need for a different limitation or monitoring requirement. It is understood and agreed that any other changes, modifications, revisions, or additions to the terms of the MS4 NPDES Permit made subsequent to the Effective Date of this Agreement are expressly excluded from and not a subject of this Agreement unless and until incorporated herein by written agreement of the parties.

SECTION FIVE  
BUDGET AND FUNDING

5.01. Administrative Procedures. The procedures to be followed by the Lead Permittee regarding the collection, management and disbursement of the Co-Permittee payments are set forth in a resolution titled "Resolution of the Board of Supervisors of Northern Palm Beach County Improvement District Approving the NPDES Steering Committee Administrative Procedures for Collection, Management and Disbursement of NPDES Interlocal Agreement Funds" (the "Resolution"), which was adopted by the Lead Permittee, a copy of which is attached hereto as Exhibit "B."

Section 2 of the Resolution incorporates by reference the "NDPES Steering Committee Administrative Procedures for Collection, Management and Disbursement of NPDES Interlocal Agreement Funds" (the "Procedures") which are incorporated into this Agreement and are to be followed by the parties to this Agreement.

FEDERAL BUREAU OF INVESTIGATION

REPORT OF SPECIAL AGENT IN CHARGE

DATE OF REPORT: 10/15/54

TO: DIRECTOR, FBI (100-442654)

FROM: SAC, NEW YORK (100-100000)

SUBJECT: [Illegible]

[Illegible text block]

[Illegible text block]

[Illegible text block]

[Illegible text block]

REFERENCE

[Illegible]

[Illegible text block]

[Illegible text block]

The Resolution and the Procedures may be amended from time to time upon the approval of the NPDES Steering Committee and the Lead Permittee. However, the Co-Permittee shall be given a minimum of 60 days advance written notice of any proposed amendments to the Resolution or the Procedures, and shall be afforded the opportunity to offer comments to the Lead Permittee and/or the NPDES Steering Committee prior to any action being taken on said proposed amendments. Any amendment that is incorporated into this Agreement shall also be agreed to in writing by the Co-Permittee.

5.02. Annual Budget. Since this Agreement is anticipated to be renewed for a number of Funding Years, the parties acknowledge that it is not in their respective best interests to project the potential costs the Lead Permittee may be required to incur for future Funding Years in order to carry out the Lead Permittee Services. Therefore, the parties agree to arrive at a mutually acceptable payment amount on a per Funding Year basis in order to more accurately calculate the amount that will be required to be paid by the Co-Permittee to the Lead Permittee for the provision of Lead Permittee Services during each Funding Year.

5.03. Prior Funding. The parties agree that any surplus funds previously paid by the Co-Permittee to the Lead Permittee pursuant to any prior interlocal agreement it has entered into with the Lead Permittee involving a MS4 NPDES Permit shall be applied to and used for the provision of Lead Permittee Services during the next Funding Year period.

5.04. First Funding Year Payment. In addition to the surplus funds referenced in Section 5.03 above, the parties agree that for the upcoming 2011/2012 Funding Year, the Co-Permittee has paid the Lead Permittee the sum of FOUR THOUSAND SIX HUNDRED AND SEVENTY (\$4,670.00) DOLLARS, which sum represents payment of both the Lead Permittee's Services for the upcoming Funding Year of this Agreement and the ten percent (10%) Reserve Fund Contingency required pursuant to Section 5.05.

5.05. Reserve Contingency. The parties acknowledge that each Funding Year payment will include a ten percent (10%) reserve fund contingency (the "Reserve Fund Contingency") for unexpected additional costs and expenses incurred in the preparation and implementation of a MS4 NPDES Permit.

5.06. Current Funding. The parties believe that the funding specified in above Section 5.04 will be sufficient to satisfy the current MS4 NPDES Permit requirements for the 2011/2012 Fiscal Year unless unexpected additional costs and expenses of the nature described in following Section 6.03 are incurred.

5.07. Future Funding Year Payments. The parties: (i) acknowledge that on or before January 31, 2011, the Lead Permittee provided a budget to the Steering Committee of the amount the Permittees will each be requested to pay during the next Funding Year, and (ii) agree that all subsequent Funding Year budget estimates will be provided on or about January 31st of each following year. The Lead Permittee and Co-Permittee shall have until July 31<sup>st</sup> of each year to arrive at a mutually acceptable dollar amount to be paid by the Co-Permittee to the Lead Permittee for the immediately upcoming Funding Year, which shall be paid pursuant to Section Six of this

The Commission on the Status of Women, established in 1946, was the first international body to focus on the status of women. It was created by the Economic and Social Council of the United Nations. The Commission's mandate is to promote the advancement of women and to ensure their equality with men in all spheres of life. It has been instrumental in the development of international instruments such as the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW) and the Beijing Declaration and Platform for Action.

The Commission has held numerous sessions, each with a specific theme. The most recent session, held in 2010, was the 45th session, which was the last session held in New York. The Commission's work is carried out through its various organs, including the Working Group on the Question of Discrimination, the Special Representative on the Issue of Women and Violence, and the Expert Group on the Question of Women and the Environment. The Commission's work is also supported by the United Nations Development Fund (UNDF) and the United Nations Women (UN Women).

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Agreement. If the parties cannot agree upon a mutually acceptable dollar amount by the aforementioned deadline, this Agreement shall be deemed terminated unless otherwise agreed to in writing by and between the parties.

5.08. Final Funding Year of a MS4 NPDES Permit Term. It is assumed that during the last Funding Year of the term of each MS4 NPDES Permit, the Permittees and FDEP will commence to negotiate the provisions of the next MS4 NPDES Permit. As a result, allocation of the Scope of Services that are required to be provided hereunder may be modified. Due to this uncertainty, each party's duties and obligations hereunder, together with the funding process for provision of Lead Permittee Services, will be reexamined during the last Funding Year of the term of each MS4 NPDES Permit.

5.09. Separate Co-Permittee Expenses. In addition to the payments required to be paid by the Co-Permittee to the Lead Permittee pursuant to Sections 5.03 through 5.07, the Co-Permittee shall be responsible for all other costs and expenses relating to its individual duties and obligations under a MS4 NPDES Permit, including, but not limited to: (1) all costs of the Co-Permittee's preparation and submittal of such of its own individual annual report(s) that may be separately required by a MS4 NPDES Permit, (2) costs of all monitoring that may be the Co-Permittee's individual responsibility, (3) costs of gathering, compiling, coordinating, and submitting all necessary data that may be individually required of the Co-Permittee by a MS4 NPDES Permit, and (4) all other costs of carrying out any other individual responsibility of the Co-Permittee according to the requirements of a MS4 NPDES Permit.

## SECTION SIX PAYMENT PROCEDURE

The Co-Permittee agrees to pay each of its Funding Year payments as follows:

6.01. First Funding Year. The First Funding Year payment for the current MS4 NPDES Permit Term will be paid in either a single lump sum payment on or before November 15, 2011 or in twelve (12) equal monthly installments commencing on October 15, 2011, and thereafter on the 15th day of each subsequent month during the First Funding Year (such payment dates being hereinafter referred to as "Payment Due Date(s)"). In addition, an alternative payment schedule allowing for quarterly payments, pursuant to the Procedures found herein may be utilized by the Co-Permittee, unless and until such time as the Procedures are amended to eliminate said alternate payment schedule. The initial Funding Year for all future MS4 NPDES Permits shall be referred as the First Funding Year.

6.02. Subsequent Funding Year Payments. Once a Funding Year payment amount has been agreed upon, the Co-Permittee may, at its option, pay the entire agreed-upon amount in a single lump sum on or before November 15 of that particular Funding Year, or in twelve (12) equal monthly installments commencing on October 15th of that Funding Year and thereafter on the 15th day of each subsequent month during that Funding Year (such payment dates also being hereinafter referred to as "Payment Due Date(s)"). In addition, an alternative payment schedule allowing for quarterly payments, pursuant to the Procedures found herein may be utilized by the Co-Permittee, unless and

1. The first part of the document is a letter from the Secretary of the State to the Governor, dated 10th March 1870. It contains a report on the state of the State and the progress of the various departments.

2. The second part of the document is a report on the state of the State and the progress of the various departments, dated 10th March 1870. It contains a detailed account of the various departments and the progress of the various departments.

3. The third part of the document is a report on the state of the State and the progress of the various departments, dated 10th March 1870. It contains a detailed account of the various departments and the progress of the various departments.

### REPORT ON THE STATE OF THE STATE AND THE PROGRESS OF THE VARIOUS DEPARTMENTS

4. The fourth part of the document is a report on the state of the State and the progress of the various departments, dated 10th March 1870. It contains a detailed account of the various departments and the progress of the various departments.

5. The fifth part of the document is a report on the state of the State and the progress of the various departments, dated 10th March 1870. It contains a detailed account of the various departments and the progress of the various departments.



until such time as the Procedures are amended to eliminate said alternate payment schedule.

6.03. Additional Costs. Since it is possible that following the parties' agreement as to a particular Funding Year's payment amount, unexpected additional costs and expenses may arise which will need to be paid in order for the Lead Permittee to carry out its Lead Permittee Services for that Funding Year, the parties agree as follows:

(i) If the Lead Permittee determines that unexpected additional costs and expenses must be incurred in order for it to timely provide its Lead Permittee Services, the Lead Permittee shall promptly notify the Co-Permittee, in writing, of the nature and estimated amount of the Co-Permittee's allocable share of these unexpected additional costs and expenses, as well as the Lead Permittee's intent to draw down funds from the Co-Permittee's Reserve Fund Contingency in order to pay said Co-Permittee's allocable share of the unfunded and unexpected additional costs and expenses.

(ii) If the Co-Permittee's allocable share of the unexpected additional costs and expenses exceeds the amount held in the Co-Permittee's Reserve Fund Contingency account, the Lead Permittee shall address the need for such excess amount in the above subparagraph (i) notice to the Co-Permittee. The Lead Permittee and Co-Permittee shall then attempt to negotiate a payment procedure for the unfunded and unexpected additional costs and expenses.

(iii) If the Lead Permittee and Co-Permittee agree as to the need and amount of the unfunded and unexpected additional costs and expenses, their agreement shall be reduced to writing. The agreed upon unfunded and unexpected additional costs and expenses shall be paid either by a lump sum payment within thirty (30) days of their agreement in writing or divided by the remaining months of that particular Funding Year and paid to the Lead Permittee in equal monthly installments for the remainder of the subject Funding Year.

(iv) If the Lead Permittee and Co-Permittee are not able to timely agree as to the need and/or amount of the unfunded and unexpected additional costs and expenses, the Lead Permittee may suspend or terminate this Agreement, at its sole discretion, following the provision of thirty (30) days prior written notice to the Co-Permittee.

6.04. Failure to Pay. Unless otherwise agreed to in writing by and between the parties hereto, if a Funding Year payment or agreed upon unfunded and unexpected additional costs and expenses payment is not timely paid within thirty (30) days of a Payment Due Date, the duties and obligations assumed by the Lead Permittee under the terms of this Agreement may be suspended and/or terminated by the Lead Permittee, at its sole discretion, following the provision of thirty (30) days prior written notice to the Co-Permittee unless cured by the Co-Permittee by payment in full of the omitted payment within said thirty (30) day notice time period.

## SECTION SEVEN OPTION TO TERMINATE

7.01. Termination. Either party to this Agreement shall have the right to terminate this

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...the following information...

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...the following information...

SECTION 101  
GENERAL INFORMATION

...the following information...

Agreement at will and without cause, provided that the party wishing to terminate the Agreement must provide thirty (30) days prior written notice to the other party of said terminating party's decision to terminate this Agreement. Said termination shall not be effective until said thirty (30) day prior notice period has elapsed (the "Termination Date"). In addition to the aforementioned termination rights, the Agreement may be terminated as provided in Sections 5.07, 6.03(iv), and 6.04.

7.02. Effect of Termination. In the event of termination of this Agreement by the Co-Permittee, the Co-Permittee shall thereupon be individually and solely responsible for all requirements of the applicable MS4 NPDES Permit which are designated therein as the individual responsibility of said Co-Permittee. Thereafter, the Lead Permittee and other Permittees shall not be responsible for said terminating Co-Permittee's individual obligations under the applicable MS4 NPDES Permit.

7.03. Costs and Expenses. Irrespective of which party elects to terminate this Agreement or in the event of a failure to pay by the Co-Permittee to the Lead Permittee the amounts due under and pursuant to the terms of this Agreement, the parties agree that any costs and expenses previously incurred or obligated to be paid by the Lead Permittee as of the Termination Date shall still be due and owing and the right to collect said amount(s) shall survive termination of this Agreement.

7.04. Refunds. The parties acknowledge that the Lead Permittee anticipates entering into contracts with one or more consultants or contractors for the provision of services required in order for the Lead Permittee to provide some or all of its Lead Permittee Services. Since the Co-Permittee's payments under this Agreement represent only a portion of what the Lead Permittee will have to pay its consultants and contractors for their services, the Co-Permittee will not be entitled to receive a refund from the Lead Permittee for any monies that the Co-Permittee has previously paid pursuant to this Agreement unless the Lead Permittee is able to obtain a reduction in its contractual obligations with its consultants or contractors as a result of the termination of this Agreement. In that event, the Lead Permittee shall be obligated to reimburse the Co-Permittee for its allocable share of the amount of such reduction in costs and expenses.

7.05. Documentation and Data. In the event this Agreement is cancelled or terminated, all documentation and data previously collected by the Lead Permittee in accordance with its duties and obligations as assumed herein, shall be made available to the Co-Permittee.

## SECTION EIGHT ENFORCEMENT, VIOLATIONS, AND/OR DEFAULT

8.01. Enforcement. The designation herein of the Lead Permittee is not intended nor shall it be construed as authorizing, granting or permitting the Lead Permittee to accept or assume any powers of enforcement of the applicable MS4 NPDES Permit as to the other party.

8.02. Violations. Neither party to this Agreement shall be deemed to have assumed any liability for any negligent or wrongful acts or omissions of the other party, and in no event shall any of the provisions of this Agreement be construed as a waiver by either party of its sovereign

immunity rights or of the liability limits established in Section 768.28, Florida Statutes.

8.03. Dispute Resolution Process. Any dispute or conflict between the parties that arises from any of the terms or conditions of this Agreement, including any exhibits thereto, shall be presented in writing by the complaining party to the other party. The parties' representatives shall then meet to discuss the disputed issues and attempt in good faith to resolve the dispute or conflict prior to either party initiating the intergovernmental conflict resolution process per Ch. 164, F.S., or litigation or any other formal dispute resolution process.

SECTION NINE  
MISCELLANEOUS PROVISIONS

9.01. Notices. All notices, requests, consents and other communications required or permitted under this Agreement shall be in writing and shall be (as elected by the person giving such notice) hand delivered by prepaid express overnight courier or messenger service, telecommunicated (including telex, facsimile, telegraphic, or electronic mail (e-mail) communication) with confirmation of receipt, or mailed by registered or certified mail (postage prepaid), return receipt requested, to the following addresses:

As to Lead Permittee:           Northern Palm Beach County Improvement District  
359 Hiatt Drive  
Palm Beach Gardens, Florida 33418  
Attn: Executive Director  
Phone: (561) 624-7830  
Fax: (561) 624-7839

With a copy to:                 Betsy S. Burden, Esq.  
Caldwell Pacetti Edwards Schoech & Viator LLP  
One Clearlake Centre  
250 South Australian Avenue, Suite 600  
West Palm Beach, Florida 33401  
Phone: (561) 655-0620  
Fax: (561) 655-3775

As to Co-Permittee:           Village of North Palm Beach  
501 U.S. Highway One  
North Palm Beach, FL 33408  
Attn: Jorge Santos  
Phone: (561) 691-3440  
Fax: (561) 626-5869

9.02. Entire Agreement. This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof.

9.03. Construction. The preparation of this Agreement is considered a joint effort of the

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MEMORANDUM  
FOR THE RECORD

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parties and accordingly this Agreement shall not be construed more severely against one of the parties than the other.

9.04. Discrimination. The Lead Permittee and the Co-Permittee agree that no person shall on the grounds of race, color, sex, national origin, disability, religion, ancestry, marital status or sexual orientation be excluded from the benefits of or be subjected to any form of discrimination under any activity carried out by the performance of this Agreement.

9.05. Binding Effect. All of the terms and provisions of this Agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, successors, and permitted assigns.

9.06. Assignability. The responsibility for carrying out any task assumed by a party to this Agreement, but not the obligation to pay, may be assigned by the party upon receipt of written approval from the other party, which approval shall not be unreasonably withheld.

9.07. Severability. If any part of this Agreement is contrary to, prohibited by or deemed invalid under applicable law or regulation, such provision shall be inapplicable and deemed omitted to the extent so contrary, prohibited or invalid, but the remainder hereof shall not be invalidated thereby and shall be given full force and effect so far as possible, unless the prohibited or invalid provision reduces the payment obligations of the Co-Permittee, in which event this Agreement may be thereupon terminated by the Lead Permittee.

9.08. Governing Law and Venue. This Agreement and all transactions contemplated by this Agreement shall be governed by, and construed and enforced in accordance with, the internal laws of the State of Florida without regard to any contrary conflicts of laws principle. Venue of all proceedings in connection herewith shall be exclusively in the Fifteenth Judicial Circuit in and for Palm Beach County, Florida, and each party hereby waives whatever their respective rights may have been in the selection of venue.

9.09. Headings. The headings contained in this Agreement are for convenience of reference only, and shall not limit or otherwise affect in any way the meaning or interpretation of this Agreement.

9.10. Remedies. The failure of any party to insist on a strict performance of any of the terms and conditions hereof shall be deemed a waiver of the rights or remedies that the party may have regarding that specific instance only, and shall not be deemed a waiver of any subsequent breach or default in any terms and conditions.

9.11. NPDES Permit. If there is any inconsistency between the terms of this Agreement and the applicable MS4 NPDES Permit, then the applicable MS4 NPDES Permit shall preempt, supersede, and control the provisions of this Agreement.

9.12. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same

instrument.

9.13. Clerk of Court. A copy of this Agreement shall be filed with the Clerk of the Circuit Court of the Fifteenth Judicial Circuit, in and for Palm Beach County, Florida.

9.14. Termination of Prior Agreements. All previous interlocal agreements entered into between the parties to this Agreement regarding the application or execution of a MS4 NPDES Permit shall terminate as of the Effective Date of this Agreement.

9.15. Effective Date. This Agreement shall be effective as of the date it is filed with the Clerk of the Circuit Court of the Fifteenth Judicial Circuit, in and for Palm Beach County, Florida.

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IN WITNESS WHEREOF, the parties have set their hand and seals the day and year hereafter written.

EXECUTED by Lead Permittee this 27<sup>th</sup> day of April, 2011.

ATTEST:

NORTHERN PALM BEACH COUNTY  
IMPROVEMENT DISTRICT

By: *Oliver Boudinot*  
Secretary

By: *Ronald M. Ash*  
Print: | Ronald M. Ash, President  
Title: | NPBCID Board of Supervisors

[DISTRICT SEAL]

EXECUTED by Co-Permittee this 21<sup>st</sup> day of April, 2011.

ATTEST:

VILLAGE OF NORTH PALM BEACH

By: *Melissa Teal*  
MELISSA TEAL, Village Clerk

By: *Jimmy Knight*  
Print: | Jimmy Knight  
Title: | Village Manager

[SEAL]

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By: \_\_\_\_\_



WITNESSETH that the within and foregoing is a true and correct copy of the original as the same appears from the records of the Board of Directors of the said Corporation.


Witness my hand and the seal of the said Corporation this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_.

ATTEST:

SECRETARY



\_\_\_\_\_  
Secretary




Witness my hand and the seal of the said Corporation this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_.

ATTEST:

Witness my hand and the seal of the said Corporation this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_.

ATTEST:

SECRETARY



\_\_\_\_\_  
Secretary



\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

## EXHIBIT "A"

### LEAD PERMITTEE RESPONSIBILITIES

The responsibilities of the Lead Permittee as to the implementation and execution of the MS4 NPDES Permit No. FLS000018 are generally as follows:

- I. The timely preparation, coordination, and execution of interlocal agreements necessary to establish and implement the joint activities required by the Permit.
- II. The timely preparation, coordination, and submittal to FDEP each year during the term of this Agreement, of an annual report describing the activities carried out jointly to fulfill requirements in the permit.
- III. The timely preparation, coordination, and distribution of standardized forms and guidance documents as approved by NPDES Steering Committee to assist permittees in carrying out the terms of the MS4 NPDES Permit.
- IV. The timely preparation, coordination, and execution of a countywide public education and outreach program required by Part III.A.6, Part III.A.7.e. and Part III.A.7.f. as approved by the NPDES Steering Committee.
- V. The timely preparation and coordination of training materials to fulfill the requirements of Part III.A.6, Part III.A.7.c, Part III.A.7.d., Part III.A.9.b, and Part III.A.9.c of the MS4 NPDES permit, as approved by the NPDES Steering Committee.
- VI. The timely preparation, coordination, and submittal to FDEP of major watershed pollutant load estimates required by Part V.A. of the MS4 NPDES Permit.
- VII. The timely preparation, coordination, and execution of a monitoring program required by Part V.B. of the MS4 NPDES Permit.
- VIII. The timely coordination, assessment, monitoring, and execution of activities associated with FDEP's Total Maximum Daily Load (TMDL Program) as required by Part VIII.
- IX. The preparation and coordination of all MS4 NPDES Steering Committee workshops and meetings.
- X. The timely remittance of all necessary permit fees to FDEP, subject to the timely and sufficient collection of same for all other permittees.

The Lead Permittee Services described herein may be revised from time to time as required by each MS4 NPDES Permit, as agreed to in writing between the MS4 NPDES Steering Committee and Northern Palm Beach County Improvement District, which revisions shall be incorporated herein and made a part of this agreement.

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EXHIBIT "B"

**RESOLUTION NO. 2011-04  
RESOLUTION OF THE BOARD OF SUPERVISORS OF  
NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT  
APPROVING THE NPDES STEERING COMMITTEE ADMINISTRATIVE  
PROCEDURES FOR COLLECTION, MANAGEMENT AND DISBURSEMENT  
OF NPDES INTERLOCAL AGREEMENT FUNDS.**

**WHEREAS, NORTHERN PALM BEACH COUNTY IMPROVEMENT DISTRICT ("Northern") is an independent special district duly organized and validly existing under the Constitution and the Laws of the State of Florida, including applicable provisions of Chapter 298, Florida Statutes, and Chapter 59-994, Laws of Florida, as amended and/or supplemented; and**

**WHEREAS, the United States Environmental Protection Agency issued its National Pollutant Discharge Elimination System Permit No. FLS000018 (the "MS4 NPDES Permit") which is applicable to a number of governmental entities located in Palm Beach County, including Northern; and**

**WHEREAS, the Co-Permittees who make up the governmental bodies subject to the NPDES Permit have nominated and appointed Northern as the "Lead Permittee" for the purposes of assisting all Co-Permittees in the collection of general data required to be collected pursuant to the MS4 NPDES Permit and submission of reports to the Florida Department of Environmental Protection and the United States Environmental Protection Agency; and**

**WHEREAS, the Lead Permittee, Northern, is entering into separate Interlocal or Joint Participation Agreements with each of the Co-Permittees, which Agreements set forth the parties' respective duties and obligations regarding fulfillment of the terms and conditions of the MS4 NPDES Permit; and**

**WHEREAS, a seven member NPDES Steering Committee has been selected by the Co-Permittees, which Steering Committee is comprised of two (2) representatives of large municipalities, two (2) representatives of smaller municipalities, one (1) representative of special districts, one (1) representative for Palm Beach County, and the Lead Permittee; and**

**WHEREAS, on January 19, 2011 the NPDES Steering Committee, in order to provide a level of accountability and fiscal control for the benefit of all NPDES Co-Permittees as it relates to the Interlocal and/or Joint Participation Agreements being entered into between Northern and each Co-Permittee, adopted Administrative Procedures for the collection, management and disbursement of NPDES Interlocal Agreement Funds, a true and correct copy of which is attached hereto and identified as the NPDES Steering Committee Administrative Procedures; and**

**WHEREAS, Northern has been requested to adopt and comply with the aforementioned NPDES Steering Committee Administrative Procedures for purposes of**

administering the funds to be paid to it pursuant to each NPDES Interlocal or Joint Participation Agreement.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Northern Palm Beach County Improvement District as follows:

1. Northern Palm Beach County Improvement District does hereby adopt and agree to comply with the terms and conditions of the NPDES Steering Committee Administrative Procedures.

2. That Northern Palm Beach County Improvement District does hereby incorporate by reference the NPDES Steering Committee Administrative Procedures into each NPDES Interlocal and/or Joint Participation Agreement that it enters into with a Co-Committee.

3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

4. This resolution shall take effect immediately upon its adoption.

THIS RESOLUTION PASSED AND WAS ADOPTED THE 23RD DAY OF FEBRUARY, 2011.

(DISTRICT SEAL)

NORTHERN PALM BEACH COUNTY  
IMPROVEMENT DISTRICT

ATTEST:

  
O'Neal Bardin, Jr., Secretary

BY:

  
Ronald M. Ash, President

**NPDES STEERING COMMITTEE ADMINISTRATIVE PROCEDURES  
FOR COLLECTION, MANAGEMENT AND DISBURSEMENT  
OF NPDES INTERLOCAL AGREEMENT FUNDS**

The NPDES Steering Committee (which is comprised of two (2) representatives of large municipalities, two (2) representatives of smaller municipalities, one (1) representative of special districts, one (1) representative for Palm Beach County, and the Lead Permittee), has adopted the following administrative procedures in order to provide a level of accountability and fiscal control for the benefit of the NPDES Co-Permittees.

The administrative procedures adopted by the Steering Committee are as follows:

1. Alternative NPDES Interlocal Agreement Payment Schedules. In addition to the two (2) payment options set forth in Paragraphs 6.01 and 6.02 of the NPDES Interlocal Agreement, a Co-Permittee shall also be entitled to elect to pay the annual Funding Year payments on an equal quarterly installment basis. If this additional payment option is selected by a Co-Permittee, the quarterly payments for the First Funding Year are required to be paid on or before October 1, 2010, January 1, 2011, April 1, 2011 and July 1, 2011, with all future Funding Year quarterly payments to be paid in accordance with the same quarterly payment schedule.

NPBCID will be issuing one (1) invoice to each Co-Permittee for its annual Funding Year payment amount, following which the Co-Permittee shall then have thirty (30) days from the date of receipt of the invoice within which to select one of the three (3) payment options and to make its initial payment in accordance with the option so selected.

2. Income and Disbursement Accounting Documentation.

(A) A quarterly income and disbursement report shall be prepared by NPBCID. The report shall be delivered to the Steering Committee within forty-five (45) days following the end of each Funding Year quarter and thereafter distributed by the Steering Committee to the representative(s) of each Co-Permittee as identified in the NPDES Interlocal Agreements.

(B) The quarterly income and disbursement report shall be prepared by NPBCID in accordance with the format set forth in attached Attachment "A."

3. Budget Accounting Documentation. A quarterly budget accounting report shall be prepared by NPBCID. The report shall be delivered to the Steering Committee within forty-five (45) days following the end of each Funding Year quarter and thereafter distributed by the Steering Committee to the representative(s) of each Co-Permittee as identified in the NPDES Interlocal Agreement.

4. Reserve Fund Contingency Expenditures. Prior to any expenditures by NPBCID of funds contained in the Reserve Fund Contingency account identified in the NPDES Interlocal Agreement, NPBCID shall be required to subject its request to the Steering Committee members and receive approval from a super-majority of at least five (5) of the Steering Committee members.

5. Unexpected Additional Costs and Expenses. Prior to NPBCID incurring an obligation that will require a Co-Permittee to pay unexpected additional costs and expenses exceeding the amount held in the Reserve Fund Contingency, NPBCID shall be required to submit to the Steering Committee the nature of the event and the amount of the unexpected additional cost and expense. Upon receipt of such notification, the Steering Committee shall present the matter to the Co-Permittees at the next regularly scheduled Steering Committee NPDES meeting (unless it is an emergency matter in which event a special meeting will be promptly scheduled and notice given to all Co-Permittees) for consideration and vote by those representatives of the Co-Permittees present at the meeting. An affirmative vote by a simple majority (i.e., over fifty percent) of those representatives of the Co-Permittees present at the meeting (with only one (1) representative of each Co-Permittee being entitled to vote on the matter at issue) will be required before NPBCID is authorized to incur the subject unexpected additional costs and expenses.

6. NPDES Interlocal Agreement Budget Adoption Process. All future NPDES Interlocal Agreement Funding Year budgets shall be adopted in accordance with the following procedure:

(A) On or before Jan 31st <sup>of</sup> each Funding Year, NPBCID shall prepare and present to the Steering Committee a proposed budget for the next Funding Year.

(B) The Steering Committee shall consider the proposed next Funding Year budget at a regular Steering Committee meeting and open the matter to discussion by those Co-Permittee representatives present and attending the meeting.

(C) Adoption of the next Funding Year's budget shall require the approval of a super-majority of at least five (5) members of the Steering Committee.

(D) As a part of the Steering Committee's consideration of the next Funding Year's budget and calculation of each Co-Permittee's allocable share and responsibility for the funding of the budget, the Steering Committee may consider the application of any existing surplus funds as a credit towards each Co-Permittee's allocable funding shares. "Surplus funds" for the purpose of this administrative guideline may include unexpended and unencumbered present Funding Year funds or Reserve Fund Contingency amounts, plus accrued interest thereon, if any.



**(F) The Steering Committee shall also be responsible for approving, by a simple majority of those Steering Committee members in attendance (provided there is a quorum) at a Steering Committee meeting, line item budget transfers.**

**APPROVED AND ADOPTED THIS 19<sup>TH</sup> DAY OF JANUARY, 2011.**

**ATTACHMENT "A"**

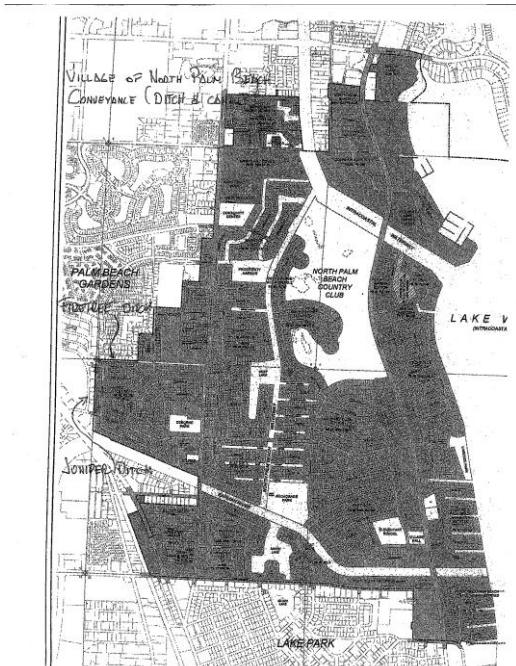
**NPDES QUARTERLY INCOME AND DISBURSEMENT REPORT**  
**FISCAL YEAR \_\_\_\_\_**  
**FOR PERIOD \_\_\_\_\_ TO \_\_\_\_\_**

<b><u>CASH ON HAND (date)</u></b>		<b><u>XXX.XXX.XX</u></b>
<b>REVENUE: _____ TO _____</b>		
<b>AGREEMENT FEES</b>	<b><u>XXX.XXX.XX</u></b>	
<b><u>TOTAL REVENUES</u></b>	<b><u>XXX.XXX.XX</u></b>	<b><u>XXX.XXX.XX</u></b>
<b>TOTAL CASH AND REVENUES AVAIL FOR EXPENDITURES</b>		<b><u>XXX.XXX.XX</u></b>
<b>EXPENDITURES PAID DURING _____ TO _____</b>		
<b>ENGINEERING</b>	<b>X.XX</b>	
<b>OTHER PROFESSIONAL FEES</b>	<b>X.XX</b>	
<b>MISCELLANEOUS EXPENSES</b>	<b>X.XX</b>	
<b>GOVERNMENTAL REGISTRATION FEES</b>	<b>X.XX</b>	
<b>LEGAL</b>	<b><u>X.XX</u></b>	
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>X.XX</u></b>	<b><u>X.XX</u></b>
<b><u>FUND BALANCE AT (date)</u></b>		<b><u>XXX.XXX.XX</u></b>
<b>RESERVE FOR CONTINGENCIES</b>		<b><u>-XX.XXX.XX</u></b>
<b><u>UNRESERVED FUND BALANCE</u></b>		<b><u>XXX.XXX.XX</u></b>

# VILLAGE OF NORTH PALM BEACH

## CONVEYANCE (DITCH & CANAL) SYSTEM – STRUCTURAL CONTROL INSPECTION STANDARD OPERATIONAL/MAINTENANCE/DOCUMENTATION PROTOCOL

There are (2) Two Village Canals or a total of **0.34 linear miles** of ditches and/or canals that are part of our MS4. (Municipal Separate Storm Sewer System); the segments are located as shown on the following map.



### INSPECTIONS:

The 100% of the conveyance system is inspected each year (**annually**), using the following **Structural Control Inspection Form**. In addition, they are observed for problems that may impact their functionality whenever the banks are maintained.

**Next Inspection: Every year on the first Monday of the month of March.**

### FIRETREE CANAL JUNIPER CANAL

### MAINTENANCE:

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

1. Mow/ cut vegetative cover above normal water line.
2. Remove trash and debris from system and dispose of property.
3. Remove accumulated sediment from the bottom to restore design conveyance capacity and storage volume.
4. Repair and re-establish any eroded areas on the bottom, side slopes, and/or top of bank.

**VILLAGE OF NORTH PALM BEACH  
CONVEYANCE (DITCH & CANAL) SYSTEM STRUCTURAL CONTROL INSPECTION**

Facility or Canal  Date

Inspected By :

**Function:**

Debris trash present?            YES     NO   

Sediment accumulation?        YES     NO   

Grading issue?                    YES     NO   

If YES, report to supervisor for future investigation or schedule for maintenance

**Erosion:**

Vegetation on top or side  
slopes failing                    YES     NO   

Any signs of erosion            YES     NO   

If YES, describe and schedule for maintenance:

**General:**

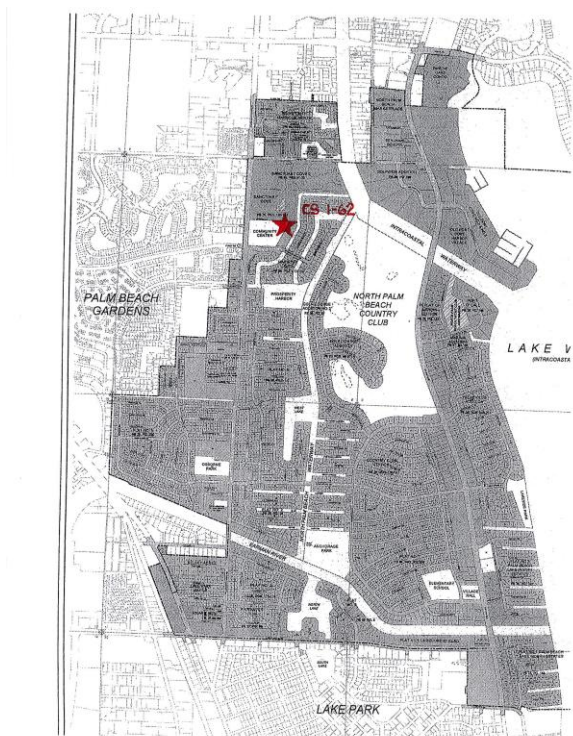
Any indication of illicit discharges or  
illegal dumping?                YES     NO   

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

**VILLAGE OF NORTH PALM BEACH  
CONTROL STRUCTURES – STRUCTURAL CONTROL  
INSPECTION  
STANDARD INSPECTION/ MAINTENANCE 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 part.

Control structures that are associated with pipe networks and/or canals (weirs, operable gates, etc.) are inspected as stand-alone facilities. There is **1** stand-alone control structures in the Village of North Palm Beach that is part of our MS4. (Municipal Separate Storm Sewer System) The location is identified on the following map.



**INSPECTIONS:**

Stand-alone control structures (as Major Stormwater Outfalls) are inspected **annually**, or more frequently if historic operations indicate that it's needed for a particular control structure. Because these structures are each unique, their inspection protocol is specific to each structure.

**Community Center Control Structure ID#...CS 1-62**

**Next Inspection Day: Every Year on the third Monday of the month of January.**

**MAINTENANCE:**

There are several maintenance activities that may associated with a dry control structure. Because these structures are each unique, their maintenance needs are specific to each structure. The appropriate activity is chosen to correspond to 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.
6. Repair/ replace structure if needed

**VILLAGE OF NORTH PALM BEACH  
CONTROL STRUCTURES – CATCH-BASIN & GRATES  
INSPECTION  
STANDARD INSPECTION/ MAINTENANCE PROTOCOL**

There are 300 Catch Basin & Grates in the Village of North Palm Beach that are part of our MS4.( **Municipal Separate Storm Sewer System**) Each structure is part of a drainage system/ that include pipe, catch-basins, steel grate or cast iron grate, structure and outfall with unique identification.

Identification number explanation: **01-20 / 100-01 / 200-01 / 300-01 / 00-01**

The first two or three digits identify the “Drainage System” and the “Outfall”

**(01- )** s MS4 Outfall locations, Structures, and Major Outfalls (Only six (6))

**(100- )** s System release collected stormwater into County Line.

**(200- )** s Catch-basin and Grates are part of Exfiltration Trench.

**(300- )** s System release collected stormwater into Conveyance ditch or Canal.

**(00- )** s System release collected stormwater into a Wet Detention System. (North Palm Beach Country Club /Pond)

The last two digits identify the number of the structure on the system and the catch-basin structure itself.

The ID # of the structure is located on the North side of the outside part of the structure.

**INSPECTIONS:**

Stand-alone control structures (as Major Stormwater Outfalls) are inspected **annually**, or more frequently if historic operations indicate that it’s needed for a particular control structure. Because these structures are each unique, their inspection protocol is specific to each structure.

The inspection form “Roadway Catch Basin Inspection/Illicit Detention form” is designed to make a visual observation of any illicit detention and of the condition of the structure during dry weather conditions.

The records of these inspections and information is stored in a CD database and maintained with the NPDES records at Public Works/Streets Department.

**MAINTENANCE:**



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

1. Remove litter, 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 damage steel, or cast iron grates.
6. Repair/ replace structure if needed
7. Maintain healthy vegetative cover to prevent erosion of the conveyance bottom or side slopes.

**Village of North Palm Beach - Public Works - NPDES**

Control Structure - Inspection Procedure/ Check List

**CONTROL STRUCTURE #**

**CS 1-62**

Facility: Community Center

Date:

**INSPECTION:**

Annual Yes  No

Inspected by:

**FUNCTION:** Yes  No

**GENERAL:**

Any indication of illicit or illegal dumping? Yes  No

if YES, describe and report to supervisor for proper response

Debris accumulation upstream or downstream of structure? Yes  No

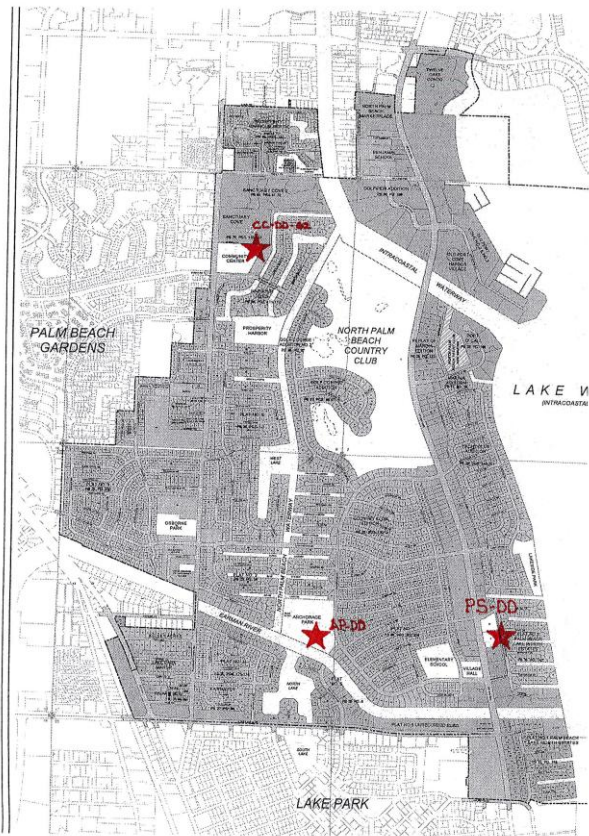
Sediment accumulation upstream or downstream of structure? Yes  No

Headwall or riprap in need of repair/ replacement? Yes  No

If YES, schedule for maintenance

## VILLAGE OF NORTH PALM BEACH DRY DETENTION SYSTEM – STRUCTURAL CONTROL INSPECTION STANDARD OPERATIONAL/ MAINTENANCE PROTOCOL

DRY DETENTION SYSTEMS are designed to store defined quantity of runoff and slowly release the collected runoff through an outlet structure. After drawdown of the storage runoff is completed, the storage basin does not hold any water as part of our MS4 (Municipal Separate Storm Sewer System); they are (3) three Dry Detention Systems in the Village of North Palm Beach located as show on the following map.



### **INSPECTIONS:**

Established dry detentions systems are inspected once **every three years**, using the following Structural Control Form. In addition, they are observed for problems that may impact their functionality whenever they are mowed.

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

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

Inspections are conducted close to the design recovery time of that dry detention system (generally **72 hours after a significant rainfall event**) to verify that the system still provides the design capacity.

**Community Center Dry Detention System.....ID #: CC-DD-62**  
**Anchorage Park Dry Detention System..... ID #: AP-DD**  
**Public Safety Dry Detention System.....ID #: PS-DD**

**Next Inspection: Every three years on the third Monday of the month of February**

**MAINTENANCE:**

There are several maintenance activities that are associated with a dry detention 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 disposal of properly.
3. Remove accumulate sediment from the inflow pipe of properly.
4. Eliminate any mosquito breeding habitats.
5. Repair any undercutting or pipe around inflow structure.
6. Repair and re-establish any eroded areas on the bottom, side slope, and/ or near inflow structure.
7. Scrape, disc, or otherwise aerate the bottom of the detention area to restore infiltration capacity. Include soil test, as needed, to verify that the infiltration capacity has been restored. Re-established the surface to its final condition (seed, sod, etc...)

# Village of North Palm Beach - Public Works - NPDES

## Dry Detention / - Structural Control Inspection

Facility ID:

Date:

**INSPECTION:**  
Once every three year

New Dry Detention System

After Rainfall  Conducted after significant rain fall event

**INSPECTED BY:**

### FUNCTION

Wet Bottom:	YES	<input type="text"/>	NO	<input type="text"/>
Dead or dying vegetation on bottom	YES	<input type="text"/>	NO	<input type="text"/>
Any signs of accumulated sediment	YES	<input type="text"/>	NO	<input type="text"/>

If YES, Report to Supervisor for futer investigation or schedule for maintenance

### EROSION

Vegetation on the botton and sides slopes failing	YES	<input type="text"/>	NO	<input type="text"/>
Any signs of erosions	YES	<input type="text"/>	NO	<input type="text"/>

If YES, describe and schedule for Maintenance

### INFLOW STRUCTURE

Any signs of erosions	YES	<input type="text"/>	NO	<input type="text"/>
Any signs of structure settling	YES	<input type="text"/>	NO	<input type="text"/>
Any signs of physical damage	YES	<input type="text"/>	NO	<input type="text"/>
Any signs of accumulated sediment	YES	<input type="text"/>	NO	<input type="text"/>

If YES to any of the adove,schedule the structure for maintenance

Any debris present	YES	<input type="text"/>	NO	<input type="text"/>
--------------------	-----	----------------------	----	----------------------

If YES, remove debris or schedule for maintenacce

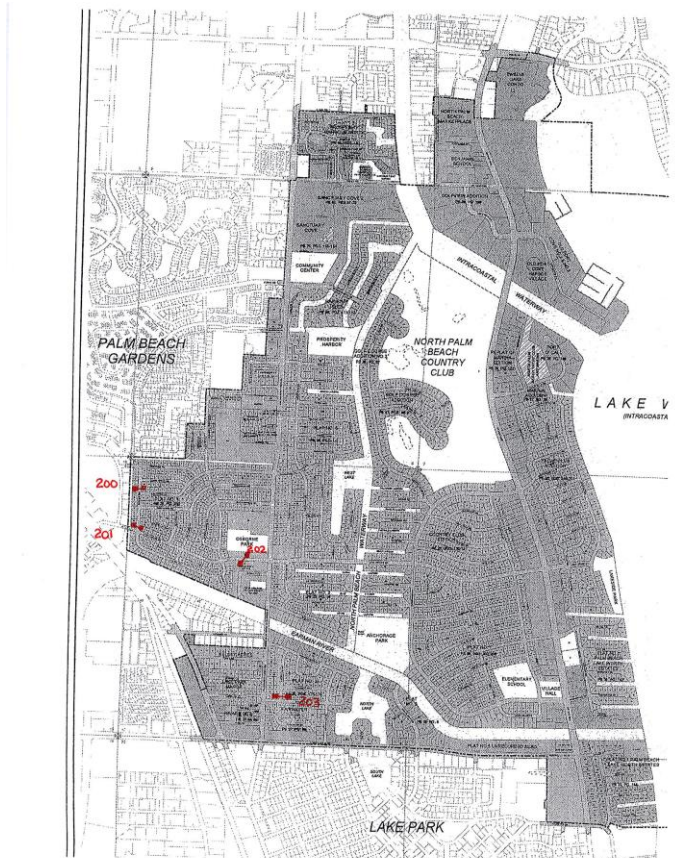
### GENERAL

Any Signs of "excessive petroleum hydrocarbon contamination"	YES	<input type="text"/>	NO	<input type="text"/>
Any indication of illicit discharge or illegal dumping	YES	<input type="text"/>	NO	<input type="text"/>

If YES, address issue as required.

**VILLAGE OF NORTH PALM BEACH**  
**EXFILTRATION TRENCH- STRUCTURAL CONTROL**  
**INSPECTION**  
**STANDARD OPERATIONAL/MAINTENANCE PROTOCOL**

There are **four** (4) exfiltration trench systems in the Village of North Palm Beach with a total of **232'** linear feet of exfiltration trench that are part of our MS4 (Municipal Separate Storm Sewer System); the system are located as show on the following map.



**INSPECTIONS:**

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

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

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

The inspection to check for proper function is conducted close to the design recovery time of that exfiltration check system (generally **72 hours after a significant rainfall**

event) to verify that the system still provides the design capacity. The inspection for sedimentation accumulation in the system is conducted in dry weather.

**Next Inspection: Every three years on the second Monday of the Month of January**

**1. System ID: 200**

952 Dogwood Rd  
812 Juniper Rd

**2. System ID 201**

700 Juniper Rd  
701 Juniper Rd

**3. System ID 202**

821 Lighthouse Dr  
820 Lighthouse Dr

**4. System ID 203**

401 Westwind Dr  
761 Eagle Way

**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 may be required:

1. Remove sediment in pipe and 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.

# Village of North Palm Beach - Public Works - NPDES

## Exfiltration Trench - Structural Control Inspection

Facility ID:  Date:

Location:

### INSPECTION:

Once every three years

New exfiltration

After Rainfall  Conducted after significant rain fall

Inspected by:

### FUNCTION:

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

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

### GENERAL

Sediment amount less than one foot below pipe invert in up or downstream  
structure? YES  NO   
Sediment visible in pipe? YES  NO   
Debris accumulation at weir YES  NO

If YES, describe and schedule for maintenance:

Any indication of illicit discharge  
or illegal dumping YES  NO

If YES, describe and report to supervisor for proper response



# VILLAGE OF NORTH PALM BEACH

## LITTER CONTROL PROGRAM

The Litter Control Program for the Village of North Palm Beach consists of **31.52** miles of collection along public streets, roadways, medians and right-of ways with our jurisdiction. 31.52 miles of these streets roadways and rights-of ways are maintained by the Village.

### **INSPECTIONS:**

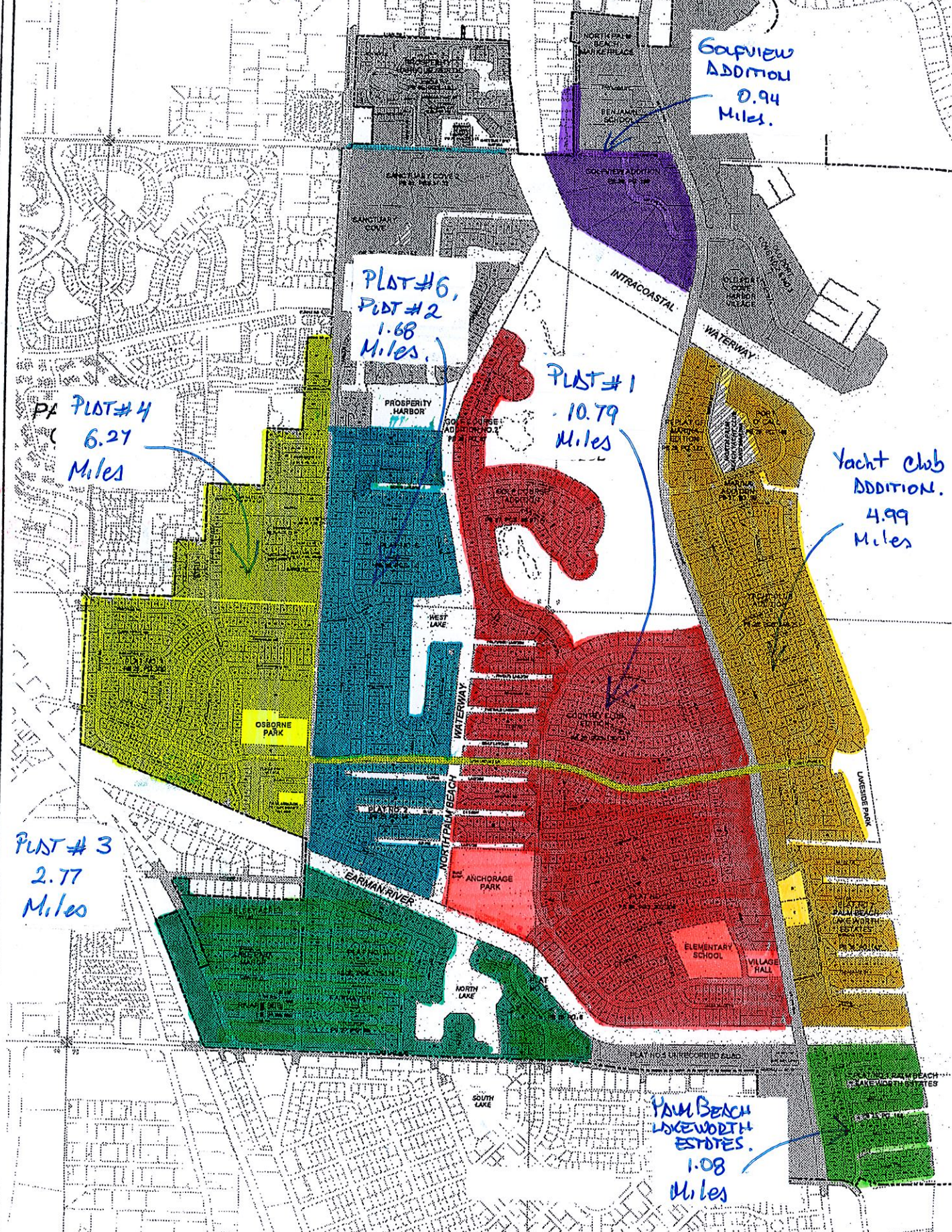
The frequency of collection is design on an **as needed basis**: dry conditions, **before and after significant wind-rainfall event, on a minimum of once a month** by Drive thru the community; village employees collect litter on their normal patrol of the village grounds pick out litter, documented and properly disposed.

Reports generated by public, calls, employees or others departments are kept and stored in a data base and maintained by Work Orders system.(Code: NPDES)

The documentation of volume of litter collection is kept in a spreadsheet by date and summarized for reporting each year.

All collected litter is properly disposal at SWA (Solid Waste Authority). Documentation records Solid Waste Authority receipts.

VILLAGE OF NORTH PALM BEACH  
LITTED CONTROL  
# of Miles by Plat or Addition.



Golfview  
Addition  
0.94  
Miles.

PLAT #6,  
PLOT #2  
1.68  
Miles.

PA PLAT #4  
6.27  
Miles

PLAT #1  
10.79  
Miles

Yacht Club  
Addition.  
4.99  
Miles

PLAT #3  
2.77  
Miles

PALM BEACH  
LODGWORTH  
ESTATES.  
1.08  
Miles

**Village of North Palm Beach - Public Works - NPDES  
Litter Control Program- Inspection Form- Activity Report**

Date:

Location:

If from catch basin please add ID # 

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Description:

Total road miles cleaned

Maintenance Performed by:

**Amount of litter Collected**

Bags/  C/Y  Vegetation  Bio

Garbage  Debris  Trash  Other

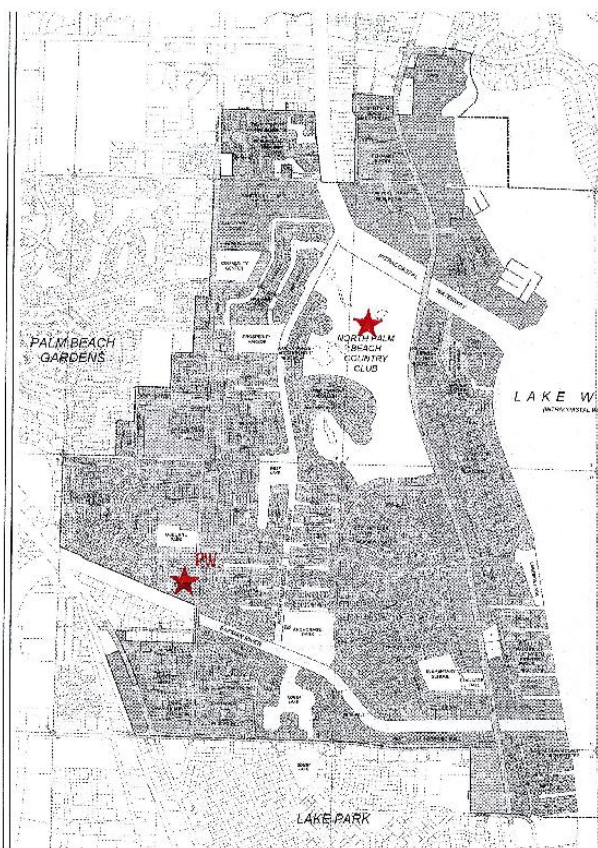
Schedule: Monthly  Work Order Number

Weather event  
Before Storm                      After Storm                      Dry Condition

Trash Pick Up Event:

## **VILLAGE OF NORTH PALM BEACH WRITTEN PROCEDURES AND PRACTICES FOR Maintenance/Equipment Yard Practices and Inspections**

The attached map depicts the location of the Village-owned equipment yards and maintenance shops (that support road maintenance activities). Below are the standard practices in place at those facilities: **PUBLIC WORKS Maintenance Shop at 645 Prosperity Farms Rd.** and **NORTH PALM BEACH COUNTRY CLUB Maintenance Barn at 951 U.S. HWY #1.**



### **GENERAL HOUSEKEEPING:**

Keep Spill Prevention Control and Countermeasure (SPCC) Plan up-to-date and implement accordingly. (Fire Department number and 911 for emergency)

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

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

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

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

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

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

Report leaking vehicles to fleet maintenance.

#### **VEHICLE/ EQUIPMENT FUELING:**

In the future fueling areas need to be designed to prevent stormwater runoffs and spills.

Apply a suitable sealant that protects the asphalt from spilled fuels in areas where covering is infeasible and the fuel island is surrounded by pavement.

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

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

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

#### **VEHICLE/ EQUIPMENT WASHING:**

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

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

Design wash areas to properly collect and dispose of wash water when engine cleaning is conducted and when chemical additives, solvents, or degreasers are used. This may include installation of sumps or drain lines to collect wash water or construction of a

berm around the designated area and grading of the area to collect wash water as well as prevent stormwater run-on.

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

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

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

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

**VEHICLE/ EQUIPMENT REPAIR:**

Move maintenance and repair activities indoors whenever feasible.

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

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

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

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

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

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

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

Do not dispose of oil filters in trash cans or dumpsters, which may leak oil and contaminate stormwater. Place the oil filter in a funnel over a waste oil recycling drum to drain excess oil before disposal. Most municipalities prohibit or discourage disposal of

these items in solid waste facilities. Oil filters can also be recycled. Ask your oil supplier or recycler about recycling oil filters.

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

**STORAGE:**

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

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

Cover the containers where they are stored.

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

Use covered dumpsters for waste product containers.

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

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

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

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

Store idle equipment containing fluids under cover.

**INSPECTIONS:**

The attached form is used for the inspection of each site on a **monthly basis**.

**VILLAGE OF NORTH PALM BEACH  
Equipment Yard/ Maintenance Shop Inspection Form**

Facility:

Date:

Address:  Inspected by: \_\_\_\_\_

If site discharge to MS4: Latitude/Longitude of discharge point: \_\_\_\_\_  
and receiving water body: \_\_\_\_\_

**YES NO N/A**

--	--	--

Materials/Chemicals are storage, handled, and discarded in a manner to reduce the potential risk of spills entering the MS4

--	--	--

A spill kit is on site

--	--	--

Outfall, Inlets, and outlets of stormwater treatment systems are free of debris/pollutants

--	--	--

Storage tanks are clearly marked, properly contained, and protected from potential damage

--	--	--

Loading, unloading, and transfer areas are neat and free of spills/debris/ pollutants

--	--	--

Vehicle Maintenance areas are properly maintained and draining to the treatment system

--	--	--

Outdoor manufacturing areas are properly maintained and free of spills or debris

--	--	--

Outdoor stockpile/material handling areas are properly maintained and free of spills or debris

--	--	--

Trash and debris areas are conspicuous and properly protected from stormwater runoff

--	--	--

Fueling stations are free of petroleum product spills/ leaks

--	--	--

Vehicle wash and rinse areas are draining to the treatment system or sanitary sewer line

--	--	--

The site was free of any visual indication of potential connection/illicit discharge to the MS4  
If no, Note type of indication:

**Odor      Color      Foam      Sheen      SurfaceScum      Solids      Turbidity**

**INDUSTRIAL SITES ONLY**

--	--	--

MSGP Notice of intent (FDEO Form 62-621.300(5)(b)) was submitted to DEP

--	--	--

Stormwater Pollution Prevention Plan was on site and implemented, per the MSGP

--	--	--

Requrer SWPPP inspection and maintenance report forms completed, per the MSGP

Use reverse side of form for comments.

**MS4 Municipal Separate Storm Sewer Systems**



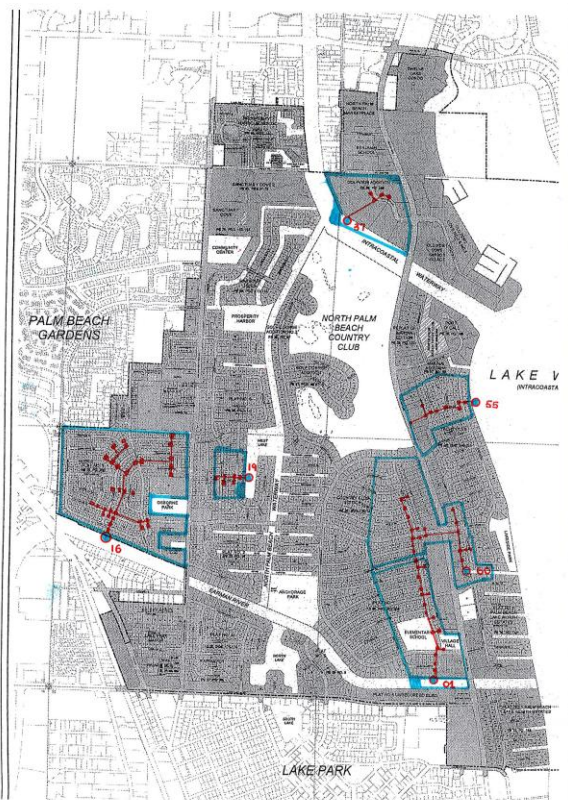
# VILLAGE OF NORTH PALM BEACH

## MAJOR STORMWATER OUTFALLS – STRUCTURAL CONTROL INSPECTION STANDARD INSPECTION/MAINTENANCE PROTOCOL

There are 6 Major Stormwater Outfalls (MSWOs) in the Village of North Palm Beach that are part of our MS4. (Municipal Separate Storm Sewer System); A MSWO is defined as:

1. An outfall pipe larger than **36 inches** inside diameter, or
2. discharge from a single conveyance other than a pipe that serves a drainage area of 50 acres or more, or
3. an outfall pipe larger than 12 inches inside diameter that serves a drainage area containing industrial land uses ,or
4. Discharges from a single conveyance other than a pipe that serves a drainage area of 2 acres or more that includes industrial land use.

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



**INSPECTIONS:**

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

**Next Inspection: Every year on the second Monday of the month of February**

System ID #    Address & Location & Outfall dimension

1	419 U.S. 1 @ the South West of property / 42"
16	937 Laurel Rd @ South side of property/back yard/ 54"
19	732 Lagoon Dr @ East side of Property/back yard/ 36"
37	356 Golfview Rd @ SE corner of property/ 36"
55	848 Lakeside Dr @ NE corner of Property/ 36"
60	148 Atlantic Rd @ SW corner of property/ 36"

**MAINTENANCE:**

There are several maintenance activities that may be associated with a dry detention system. 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.

**Village of North Palm Beach - Public Works - NPDES  
Major Stormwater Outfalls - Structural Control Inspection**

**Facility ID #**

**Date:**

**INSPECTION:**

Annual YES  NO

Inspected by:

**FUNCTION**

Debris or sediment accumulated in pipe	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Barnacle accumulated in Pipe	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Sediment accumulated in receiving water	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Pipe in need of repair/replacement	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

If YES, report to supervisor for future investigation or schedule for maintenance

**GENERAL**

Any indication of illicit discharge or illegal dumping YES  NO

If YES, describe and report to supervisor for proper response

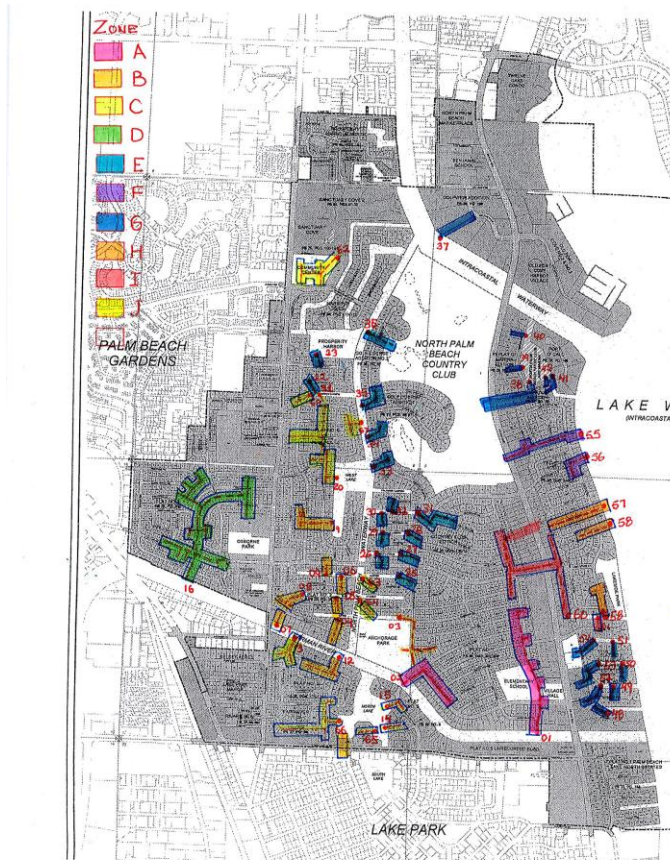
Signs of erosion on bank near outfall	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Rip-Rap in need of maintenance	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Headwall in need of repair/replacement	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>

If YES, schedule for maintenance

# VILLAGE OF NORTH PALM BEACH

## PIPES/CULVERTS AND INLETS/MANHOLES – STRUCTURAL CONTROL INSPECTION STANDARD INSPECTION/MAINTENANCE PROTOCOL

There are **6.98** linear miles of pipes that are part of our MS4. (Municipal Separate Storm Sewer System); each drainage system (between structures or between a structure and an outfall/include the pipe length and the numbers of catch basin) has unique identification. There are 300 Catch-Basin that are part of our MS4. Their locations are also shown on the following hardcopy map of the drainage system. This value and the locations on the map do not include exfiltration trenches.



### INSPECTIONS:

At least **10 %** of the total number of linear miles is inspected each year. The inlets, catch basins and manholes associated with a pipe are inspected annually. Visual inspections are conducted in accordance with the Pipe/Culverts inspections form that

follows. Hardcopy maps are coded with **COLOR ZONES “A” to “J”**, each zone represent a least 10% of the total number of lineal pipe miles of the storm system; to identify the last inspections date for each facility please referred to last NPDES annual report. If warranted, as a result of the inspection, a work order for maintenance, repair, or more detailed pipe or structure investigation is generated. A more detailed investigation may include televising the pipe, or using mirrors or other devices, as appropriate, to determine the condition of the pipe/culvert. 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 pipe, if applicable
6. Repair/replace pipe or structure, if needed.

ZONES	System ID	# of structures of Catch Basins	Outfall dimension in Inches	Total Length in Foot	Swale Area In Miles
<b>A</b>	1	20	42"	2,498	3,953 ft
	2	11	30"	1,455	
<b>B</b>	3	13	30"	1,090	3,649 ft
	4	3	18"	384	
	5	2	16"	181	
	6	2	18"	178	
	7	1	12"	227	
	8	3	18"	302	
	9	2	16"	201	
	10	2	12"	183	
	11	1	12"	166	
	12	6	24"	737	
<b>C</b>	13	3	24"	461	5,549
	14	5	18"	173	
	15	3	16"	421	
<b>D</b>	16	46	54"	5,549	
	17	N/A	N/A	N/A	
<b>C</b>	18	2	18"	199	3,561 ft
	19	8	36"	894	
	20	4	24"	305	
	21	7	30"	1108	
	22	2	16"	187	
	23	2	18"	192	
	24	N/A	N/A	N/A	

E	25	2	18"	184		3,512 ft
	26	2	16"	220		
	27	2	24"	195		
	28	2	18"	209		
	29	2	16"	178		
	30	2	16"	179		
	31	6	24"	679		
	32	2	16"	177		
	33	2	16"	218		
	34	3	24"	201		
	35	3	18"	300		
F	36	3	24"	393		In Private 3,594 ft
	37	3	36"	808		
	38	3	24"	966		
	39	2	18"	55		
	40	2	18"	56		
	41	3	24"	142		
	42	1	24"	51		
	43	2	18"	431		
	44	3	18"	221		
	45	2	18"	180		
	46	2	16"	360		
G	47	1	16"	115	*	3,127 ft
	48	1	18"	209		
	49	2	16"	190		
	50	2	16"	189		
	51	2	18"	191		
	52	2	16"	309		
	53	3	24"	294		
	54	2	18"	229		
	55	11	36"	1475		
	56	3	24"	250		
	H	57	7	24"	1099	
58		5	24"	562		
59		4	24"	499		
I	60	19	36"	3123		3,305 ft
J	61	2	16"	182		Community Ctr. 4,438 ft
	62	5	24"	1691	*	
	63	1	16"	139		
	64	1	16"	142		
	65	2	24"	197		
	66	11	18"	1448		
	67	3	18"	251		
	68	5	18"	393		
	69	2	18"	177		

**36855'**      **Equal to=**      **6.8 Miles of Storm Pipe**

**VILLAGE OF NORTH PALM BEACH - Public Works - NPDES  
Pipes/Colverts- Structural Control Inspection.**

Hard copy map coded to identify the last inspection date for each facility.

Zone:  Percentage: 10% Date:

Pipe/ System ID: 


Inspected By: 


**Visual Inspection:**

Evidence of settling above the Pipe alignment?	YES		NO	
Sediments accumulation in pipe	YES		NO	
Barnacle accumulation in pipe	YES		NO	

If YES, schedule for maintenance and report to supervisor for futer investigation



POLLUTION CONTROL DEVICE

There is no Pollution Control Device at this time in Village of North Palm Beach /Date:  
November 18, 2011

UP-DATED 1/04/13

## **VILLAGE OF NORTH PALM BEACH 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.

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

### Proactive Inspections Written Program

1. Procedure and Criteria for indentifying 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
6. Procedure for eliminating the discharge
7. Procedures 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

# VILLAGE OF NORTH PALM BEACH PROACTIVE INSPECTION PROGRAM

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

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

- a) **Areas with older infrastructure:**
  - Public Works Facility
  
- b) **Light Industrial, commercial, or mixed use areas:**
  - Service Alleys
  - Northlake Boulevard
  - U.S. Highway One
  - Alternate A1A
  - Prosperity Farms Road (commercial areas only)
  
- c) **Areas with history of past illicit discharges and/or illegal dumping:**
  - Car Washes
  - Commercial Strip Malls
  
- d) **Areas with on-site sewage disposal systems:**
  - Gas Stations
  - Self Service Laundromats/Drycleaner Facilities
  - Automobile Repair and Tire Service Shops
  - Commercial Strip Malls
  
- e) **Areas upstream of sensitive or impaired water bodies:**
  - Earman River (C-17) within Village's jurisdiction
  - Waterways patrolled by the Village's Marine Patrol within the Village's jurisdiction

The Village of North Palm Beach Comprehensive Plan depicts the extent of our MS4 contributing area; areas zoned as light industrial, commercial or mixed use; areas with on-site septic systems; and, currently identified impaired water body segments.

*(see map attached)*

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

A list of the priority proactive inspection area/facilities follows. Priority facilities are checked against the list of facility types associated with the FDEP MSGP Sectors to determine their need to be covered by a MSGP. Currently the Village of North Palm Beach has identified the priority areas and facilities above in Item Number 1. a thru e

**3. *Annual schedule for inspections***

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

**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 for all inspections. (see attached form)

Priority Area Inspections: For general areas that have been designated to have a reasonable potential of containing illicit discharges/connections/dumping, a drive-thru commercial areas to found evidences of illicit connection to storm sewer; evidences of dumping, spills or leaks from grease traps, tanks or gas stations and to look for stock piles uncontained. 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 from for the appropriate personnel to complete the investigation.

**VILLAGE OF NORTH PALM BEACH  
PROACTIVE ILLICIT DISCHARGE/ILLEGAL CONNECTION  
INSPECITON FORM**

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

Address of Facility or General Description of area inspected:

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

If yes, does this facility have one?                                      Yes              No

Findings:

Evidence of illicit connections to storm sewer?                      Yes              No

Evidence of dumping/spills to storm water?                              Yes              No

Evidence of wash water going to storm sewer?                              Yes              No

Storage tanks leaking or improperly contained?                              Yes              No

Stock/piles 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: \_\_\_\_\_

Inspector Name

Date

## **VILLAGE OF NORTH PALM BEACH 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 that are reported by others.

Reactive Investigation Written Program pursuant to “*Article V. Stormwater Management of Chapter 21, Planning and Development of the Village Code of Ordinances*”.

### **Reactive Investigation Written Procedure Program:**

Illicit Discharges and/or Improper Disposal are typically discovered several ways by proactive inspections, public complaints by phone or walk ins and other Village departments or local agencies; i.e. Seacoast Utilities or South Florida Water Management. The complaint is forwarded to the Director of Community Development or his designee (Code Compliance Officer) to investigate if there is any illicit discharge and/or improper disposal.

Upon investigation, if a violation is verified, the Code Compliance Officer will request the individual or permittee to cease any discharge or connection to the stormwater system immediately.

The Code Compliance Officer will complete the necessary Reactive Inspection Form documenting, including taking pictures, date of suspected illicit was reported, date of investigation, verification of problem, type of discharge/connection or dumping, determined source, type of enforcement action taken and notify the proper authority if necessary.

If the violation continues, the Code Enforcement Officer will issue a violation to the individual or permittee, if not corrected within the requested time; the officer will refer the case to the Village of North Palm Beach Special Magistrate.

**VILLAGE OF NORTH PALM BEACH  
REACTIVE INVESTIGATION OF REPORTED ILLICIT DISCHARGE AND  
ILLEGAL CONNECTION DUMPING FORM**

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: \_\_\_\_\_

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

\_\_\_\_\_  
Date

## Roadway Catch Basin Inspection / Illicit Detection Form

Roadway Name: <input style="width: 95%;" type="text"/>	CB ID: <input style="width: 95%;" type="text"/>	Type: <input style="width: 95%;" type="text"/>
Receiving Body: <input style="width: 95%;" type="text"/>		
Weather: <input style="width: 95%;" type="text"/>	Temperature: <input style="width: 95%;" type="text"/>	Date: <input style="width: 95%;" type="text"/>
Description: <input style="width: 95%; height: 30px;" type="text"/>		
Location: <input style="width: 95%; height: 30px;" type="text"/>		
Latitude: <input style="width: 95%;" type="text"/>	Longitude: <input style="width: 95%;" type="text"/>	
Flow: <input style="width: 95%;" type="text"/>	Inlet Cond: <input style="width: 95%;" type="text"/>	
High Stage Problems: <input style="width: 95%;" type="text"/>	Outlet Cond: <input style="width: 95%;" type="text"/>	

General Remarks:

### Visual Observations for Illicit Detection During Dry Conditions

Visual Observations:	Photo Taken:	<input type="checkbox"/> Yes <input type="checkbox"/> No	if "Yes", roll(s) & photo number(s): _____
_____			
Odor: <input type="checkbox"/> None <input type="checkbox"/> Musty <input type="checkbox"/> Sewage <input type="checkbox"/> Rotten Eggs <input type="checkbox"/> Sour Milk <input type="checkbox"/> Other _____			
Color: <input type="checkbox"/> Clear <input type="checkbox"/> Red <input type="checkbox"/> Yellow <input type="checkbox"/> Brown <input type="checkbox"/> Green <input type="checkbox"/> Gray <input type="checkbox"/> Other _____			
Clarity: <input type="checkbox"/> Clear <input type="checkbox"/> Cloudy <input type="checkbox"/> Opaque <input type="checkbox"/> Suspended Solids			
Floatables: <input type="checkbox"/> None <input type="checkbox"/> Oily Sheen <input type="checkbox"/> Garbage/Sewage <input type="checkbox"/> Debris <input type="checkbox"/> Other _____			
Deposits/Stains: <input type="checkbox"/> None <input type="checkbox"/> Oily <input type="checkbox"/> Sediments <input type="checkbox"/> Other _____			
Vegetation Condition: <input type="checkbox"/> None <input type="checkbox"/> Normal <input type="checkbox"/> Excessive Growth <input type="checkbox"/> Dead or Discolored			
Biological: <input type="checkbox"/> Mosquito Larvae <input type="checkbox"/> Algae <input type="checkbox"/> Other _____			
Note: If illicit(s) are observed follow up with field screening investigation procedures			

Inspector's Name:

Maintenance:

Scheduled for Maintenance

Maintenance Performed



**VILLAGE OF NORTH PALM BEACH**  
**PLANNING & ZONING**  
**SITE PLAN REVIEW PROCEDURES**

Site Plan Reviews are required all projects within the Village of North Palm Beach.

Application submittal for development or redevelopment projects and building, construction and civil permit include the need for obtaining an Environmental Resource Permit (ERP) and/or coverage under the NPDES Generic Permit for Stormwater Discharge from Large and Small Construction Activities (CGP).

Site Plan Reviews are typically conducted during application and site plan submittal. The Planning & Zoning, Building Department, Fire Department and Engineering Consultant (if applicable) conduct plan review. Current Village North Palm Beach Code of Ordinances, State and Federal 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 and civil permit are advised that coverage under the Construction Generic Permit may be required. Applicants further advised that the permit to perform clearing, grading or construction will not be issued until proof of a SFWMD plan and NOI is required, if required. All permittees are advised on their permit to use their Best Management Practices (BMP) during all construction activities.

**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 work requires coverage under CGP.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed work appears to require an ERP
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed temporary stormwater sedimentation & erosion control BMP's appear to be appropriate for the project.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed permanent stormwater BMP's meet local requirements.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of confirmed coverage under CGP provided
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of ERP provided

# **VILLAGE OF NORTH PALM BEACH**

## **PLANNING & ZONING**

### **CONSTRUCTION SITE PLAN AND INSPECTION FORM**

Construction site inspections are conducted for all land-distributing projects that 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 the temporary BMP's

During construction (one or more inspections, based on the project's potential for discharge to our MS4)

At the end of the construction project

#### **SITE PRIORITY**

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

#### **INSPECTION PROCEDURE**

Inspections are the responsibility of the Planning & Zoning and Building Department and are conducted using the attached construction site inspection form. The intent of the inspection is to verify that BMP's are performing and to document the inspections. All completed inspection forms are kept with the Planning & Zoning Department and copy for the annual permit requirements.

#### **ENFORCEMENT**

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

1. Written Warning with Correction Action
2. Notice of Violation

The construction site inspector will issue notices of violation or stop work orders as deemed necessary .

**VILLAGE OF NORTH PALM BEACH**  
**CONSTRUCTION SITE INSPECTION FORM**

Project Number \_\_\_\_\_ Inspection Date: \_\_\_\_\_

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

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

Day: \_\_\_\_\_ Weather Conditions: \_\_\_\_\_

Project owner:       Private       Village of North Palm Beach Project

YES    NO    N/A

        Erosion & Sedimentation Controls are installed as shown on plan.

        Erosion is being controlled on site.

        Sedimentation is being contained on site.

        No indication of sedimentation leaving the site.

        SWPP & completed inspection forms are on site & available.

        Prior non-compliance issues have been addressed.

        All other sources of pollution are being controlled.

Comments:

## STORM WATER STATION

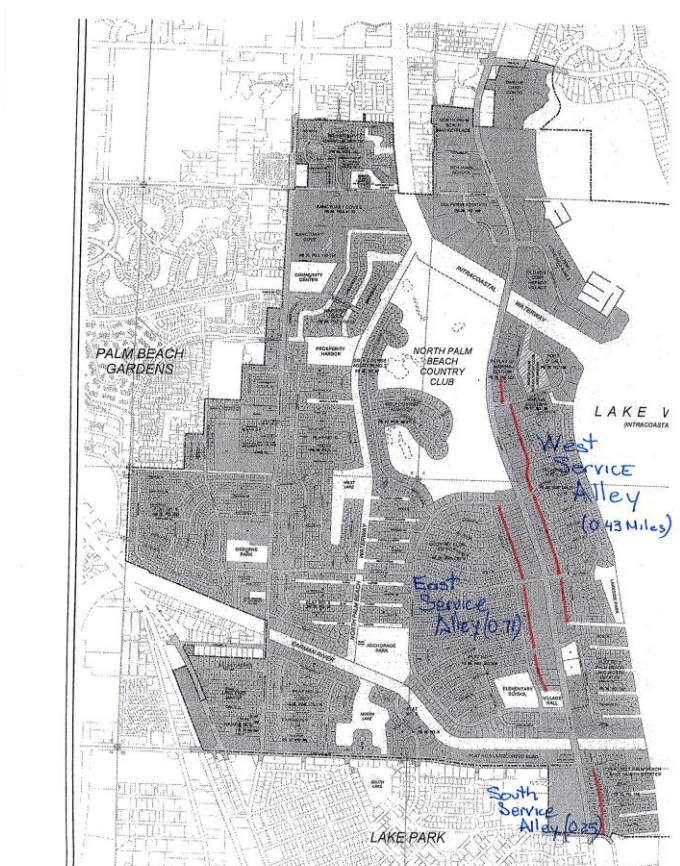
There is no Storm Water Station at this time in Village of North Palm Beach /Date:  
November 18, 2011

UP DATED 1/04/13

# VILLAGE OF NORTH PALM BEACH

## PUBLIC WORKS STREET SWEEPING PROGRAM

A map of the street sweeping routes is attached. **1.39 miles** of public road ways are in the program. Roadways are without curb (Service Alleys) and performed by Village Private Contractor.



The frequency of sweeping is: **Twice Monthly.**

Frequency has been established based on historical information about collected amounts over the past **10** years. The areas swept most frequently are the priority areas.

Documentation of volume of street sweeping collection is kept in a log book by date and is summarized for reporting each year.

An estimate of the total Phosphorus and total nitrogen collected by the street sweeping is performed based on the Florida Stormwater Association's determinations of street sweeping removal rates project. For this calculation we using the "Median Value of Nutrient Removal per Unit of Material Collected

**Median Value of Nutrient Removal per Unit of  
Material Collected**

$$\begin{aligned} & \text{Total Phosphorous} \\ & (\text{Material Collected})(0.000361) = \text{Total Phosphorous} \\ & \text{Total Nitrogen} \\ & (\text{Material Collected})(0.000563) = \text{Total Nitrogen} \end{aligned}$$

The land use of the areas swept and the amount of material collected is needed.

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

**North Palm Beach Street Sweeping Areas**

<b>1. West Service Alley</b>	<b>0.43 Miles</b>
<b>2. East Service Alley</b>	<b>0.71 Miles</b>
<b>3. South Service Alley</b>	<b>0.25 Miles</b>
<b>Total.....</b>	<b>1.39 Miles</b>

VILLAGE OF NORTH PALM BEACH

#	STREET	MILES	FEET
---	--------	-------	------

	<b>PLAT # 4</b>		
5	Robalo Ct	0.20	1056
6	Laurel Ct	0.08	422.4
7	Laurel Rd	0.43	2270.4
8	Lighthouse Dr	1.58	8342.4
9	Juniper Dr	0.23	1214.4
10	Firetree Rd	0.23	1214.4
11	Eucalyptus Rd	0.16	844.8
12	Dogwood Rd	0.50	2640
13	Ironwood Rd	0.18	950.4
14	Huckleberry Ln	0.13	686.4
15	Gumtree Rd	0.13	686.4
16	Cinnamon Rd	0.52	2745.6
17	Buttonwood Rd	0.43	2270.4
18	Alamanda Dr	0.69	3643.2
19	Omega Pl	0.05	264
20	Evergreen Dr	0.17	897.6
21	Wabash Dr	0.13	686.4
22	Sun cove Ln	0.13	686.4
23	Pepperwood Cir	0.30	1584
	<b>TOTAL MILES</b>	<b>6.27</b>	<b>33105.6</b>
	<b>PLAT # 6 &amp; PLAT 2</b>		
24	Monet Rd	0.34	1795.2
25	Teal way	0.21	1108.8
26	Sandpiper Way	0.15	792
27	Robin Way	0.16	844.8
28	Pelican Way	0.23	1214.4
29	Osprey Way	0.19	1003.2
30	Nighthawk way	0.20	1056
31	Shore Dr	0.23	1214.4
32	Dogwood Cir	0.16	844.8
33	Westwind Dr	1.12	5913.6
34	Tradewind Dr	0.28	1478.4
35	Mallard Way	0.05	264
36	Lagoon Dr	0.44	2323.2
37	Waterway Dr	0.21	1108.8
38	Waterway Cir	0.03	158.4
39	Kittyhawk Way	0.20	1056
40	Jacana Way	0.19	1003.2

41	Ibis Way	0.29	1531.2
<b>TOTAL MILES</b>		<b>4.68</b>	<b>24710.4</b>
<b>PLAT #3</b>			
1	Park Rd	0.15	792
2	Lorraine Ct	0.19	1003.2
3	Conroy Dr	0.21	1108.8
4	Honey Rd	0.24	1267.2
42	Hummingbird Way	0.30	1584
43	Gull Ct	0.18	950.4
44	Flamingo Way	0.16	844.8
45	Eagle Way	0.21	1108.8
46	Northlake Ct	0.10	528
47	Northlake Dr	0.26	1372.8
48	Fairhaven Dr	0.18	950.4
49	Fairhaven Pl	0.06	316.8
50	Lake Cir	0.06	316.8
51	Southwind Dr	0.24	1267.2
52	Southwind Ct	0.16	844.8
53	Southwind Cir	0.07	369.6
<b>TOTAL MILES</b>		<b>2.77</b>	<b>14625.6</b>
<b>PLAT # 1</b>			
54	Country Club Cir	0.06	316.8
55	Country Club Dr	0.84	4435.2
56	Country Club Ct	0.04	211.2
57	Greenway Dr	0.38	2006.4
58	Club Dr	0.03	158.4
59	Overlook Dr	0.28	1478.4
60	Par Ct	0.07	369.6
61	Shore Rd	0.16	844.8
62	Riverside Rd	0.16	844.8
63	Pilot Rd	0.14	739.2
64	Anchorage Dr	1.52	8025.6
65	Anchorage Dr N.	0.21	1108.8
66	Anchorage Dr S.	0.21	1108.8
67	Anchorage Ln	0.20	1056
68	Quadrant Rd	0.18	950.4
69	Privateer Rd	0.26	1372.8
70	Oyster Rd	0.30	1584
71	Marlin Rd	0.34	1795.2
72	Kingfish Pl	0.05	264
73	Kingfish Rd	0.32	1689.6
74	Inlet Rd	0.54	2851.2
75	Harbour Rd	0.38	2006.4
76	Gulf Rd	0.39	2059.2
77	Flotilla Ln	0.09	475.2
78	Flotilla Rd	0.40	2112



79	Ebbtide Dr	0.57	3009.6
80	Driftwood Rd	0.35	1848
81	Captains Rd	0.17	897.6
82	Bay Rd	0.15	792
83	Fairwind Dr	0.47	2481.6
84	Eastwind Dr	0.77	4065.6
85	West Serviced Alley	0.76	4012.8
<b>TOTAL MILES</b>		<b>10.79</b>	<b>56971.2</b>
<b>GOLFVIEW ADDITION</b>			
86	Mc Laren Rd	0.22	1161.6
87	Ellison Wilson Rd	0.14	739.2
88	Golfview Rd	0.58	3062.4
		0.94	4963.2
<b>YACHT CLUB ADDITION</b>			
89	Marina Dr	0.37	1953.6
90	Yach Club Dr	0.44	2323.2
91	Gulfstream Rd	0.15	792
92	Fathom Rd W.	0.13	686.4
93	Fathom Rd	0.10	528
94	Fathom Ct	0.07	369.6
95	Easterly Rd	0.18	950.4
96	Dory Rd N.	0.16	844.8
97	Dory Rd S.	0.16	844.8
98	Cruiser Rd N.	0.16	844.8
99	Cruiser Rd S.	0.16	844.8
100	Buoy Rd	0.17	897.6
101	Lakeside Dr	0.76	4012.8
102	Lakeside Cir	0.03	158.4
103	Lakeside Ct	0.04	211.2
104	Atlantic Rd	0.26	1372.8
105	East Service Alley	0.83	4382.4
106	Davit Dr	0.14	739.2
107	Bowsprit Dr	0.14	739.2
108	Corsair Dr	0.30	1584
109	Corsair Alley	0.24	1267.2
<b>TOTAL MILES</b>		<b>4.99</b>	<b>26347.2</b>
<b>PALM BEACH LAKE WORTH ESTATES</b>			
110	Shore Ct	0.16	844.8
111	Doolen Ct	0.13	686.4
112	Weetaw Ln	0.14	739.2
113	Lahane Terrace	0.14	739.2
114	Castlewood Dr	0.26	1372.8
115	Castlewood Alley	0.25	1320

	<b>TOTAL MILES</b>	<b>1.08</b>		<b>5702.4</b>
	Note: Carolina Dr Not Included			
		31.52		166425.6

**VILLAGE OF NORTH PALM BEACH**

<b>STREET SWEEPING COLLECTION LOG</b>		
<b>Date</b>	<b>Amount Collected (LBS)</b>	<b>Land Use of Area Swept</b>
10/15/2011	2,840	Service Alley "Comercial"
10/29/2011	2,020	Service Alley "Comercial"
11/12/2011	900	Service Alley "Comercial"
11/22/2011	1,780	Service Alley "Comercial"
12/3/2011	3,240	Service Alley "Comercial"
12/29/2011	4,400	Service Alley "Comercial"
1/24/2011	500	Service Alley "Comercial"
2/14/2011	3,160	Service Alley "Comercial"
3/4/2011	1,680	Service Alley "Comercial"
3/31/2011	2,200	Service Alley "Comercial"
4/8/2011	2,280	Service Alley "Comercial"
4/28/2011	2,900	Service Alley "Comercial"
5/6/2011	4,020	Service Alley "Comercial"
6/6/2011	3,940	Service Alley "Comercial"
7/15/2011	2,960	Service Alley "Comercial"
7/27/2011	1,400	Service Alley "Comercial"
8/5/2011	1,300	Service Alley "Comercial"
9/13/2011	2,180	Service Alley "Comercial"
9/30/2011	1,080	Service Alley "Comercial"
Sample	Sample	Sample

**TOTAL**

**44,780 SAMPLE**

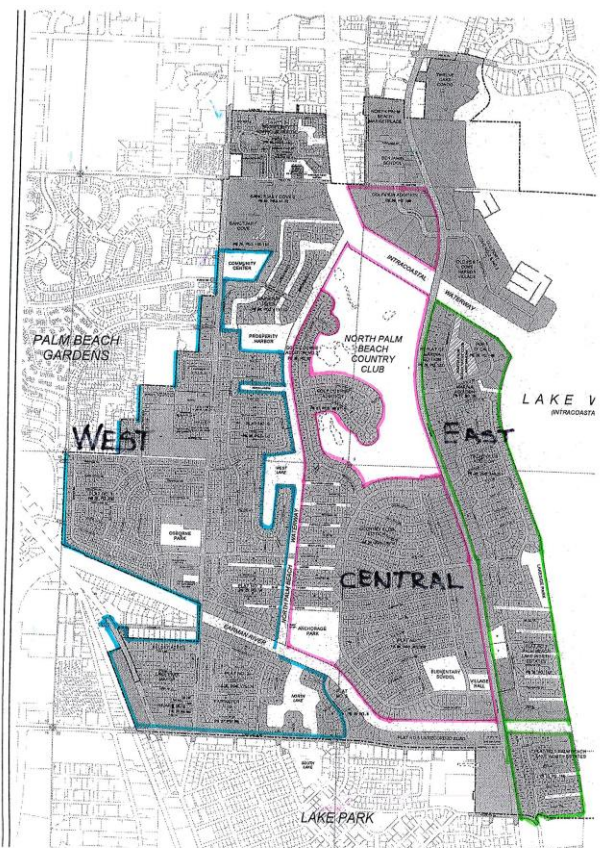
Sample

<b>STREET SWEEPING NUTRIENT REMOVAL RATES</b>		
<b>Land Use</b>	<b>Total phosphorus</b>	<b>Total Nitrogen</b>
Comercial	17.06118 sample Sample	19.2554 sample Sample

## VILLAGE OF NORTH PALM BEACH

### SWALE SYSTEM-STRUCTURAL CONTROL INSPECTION STANDARD OPERATIONAL/ MAINTENANCE PROTOCOL

There are **42.1** linear miles of Grass Swales in the Village of North Palm Beach that are part of our MS4 (Municipal Separate Storm Sewer System); the swale segments are located as shown on the following maps.



#### **INSPECTIONS:**

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

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

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

Inspections are conducted close to the design recovery time of that swale (**generally 72 hours after a significant rainfall event**) to verify that the system still provides the design capacity.

The anticipated inspection schedule follows:

Establish swales are inspected every THREE years. Because of the extension (42.1 miles) the Village swale are divided in **THREE ZONES. Each zone needs to be inspected every three years. (One zone a year)**

**Next Inspection: (One zone a year) on the second Monday of the month of February.**

**1. WEST:** West of NPB Waterway; Include: Plat 1(Southwind Dr), Plat 3(Fairhaven, Park Rd, Conroy, Loraine ct), Rivard Sub (Aldrich, NPB PW, St Clare, Robalo Ct.), Plat 2 (Lighthouse Dr-Kittyhawk Way- Ibis way), Plat 4(Pepperwood- Laurel Rd, Juniper Rd – Alamanda Dr), Plat 6( Teal way-Lighthouse Dr)

**2. CENTRAL:** Between NPB Waterway and US Hwy 1; include: Golf Course Addition, Country Club Addition, Plat 1(Lighthouse Dr-Anchorage Dr -Eastwind), Golfview addition.

**3. EAST:** East of US Hwy 1; Include: Replat of Marina Addition, Marina Addition, Yacht Club addition( Gulfstream Dr.- Atlantic Rd, Lakeside Dr), Plat 2( Palm Beach Lake Work Estates( Ebbtide Dr-S. Anchorage Dr-Corsair), Plat 1 Palm Beach Lake Work Estates (Shore Rd-Lahene Terrace, Castlewood)

#### **MAINTENANCE:**

**The Property owner is responsible for maintaining the area between the sidewalk and the street. No signs or obstructions are to be placed or stored in the swale area.**

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

1. Mow grass.
2. Remove trash and debris from system and dispose of properly.
3. Remove accumulated sediment from the inflow and/or outflow structure.
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...)

**Village of North Palm Beach - Public Works - NPDES  
Grass Swale - Structural Control Inspection**

**ZONE:**  **Date:**   
**LOCATION:**

**INSPECTION**

Inspection conducted  day/hours after significant rain fall event.  
 Inspected by:

**FUNCTION:**

Wet bottom	YES	<input type="text"/>	NO	<input type="text"/>
Aquatic vegetation present?	YES	<input type="text"/>	NO	<input type="text"/>
Dead or dying grass on bottom?	YES	<input type="text"/>	NO	<input type="text"/>
Sediment accumulation?	YES	<input type="text"/>	NO	<input type="text"/>
Grading Issue?	YES	<input type="text"/>	NO	<input type="text"/>

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

**EROSION:**

Vegetation on bottom or sides slopes failing?  
 slopes failing? YES  NO   
 Any signs of erosion? YES  NO

If YES, describe and schedule for maintenance

**GENERAL:**

Any signs of damage from parking in swale? YES  NO   
 Any fences or other objects that could obstruct flow into/through the swale YES  NO

If YES, schedule for maintenance

Any indication of illicit discharges or illegal dumping? YES  NO

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

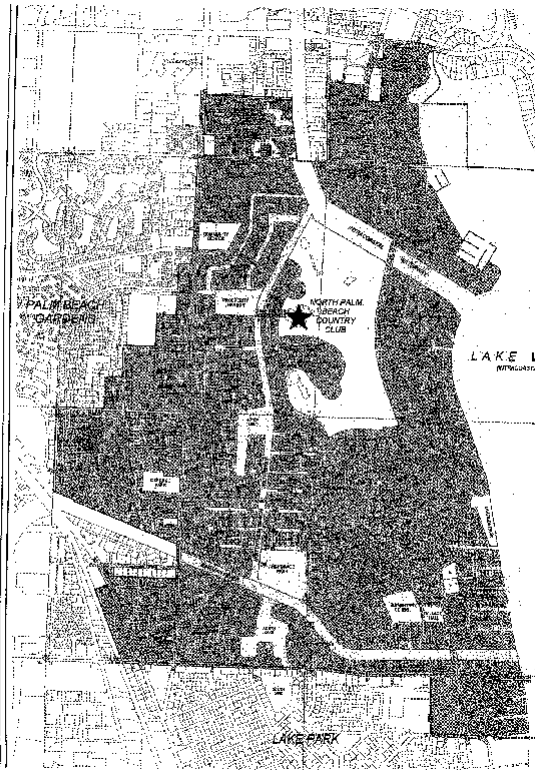
Note: Segment require maintenance or repair YES  NO

# VILLAGE OF NORTH PALM BEACH

## WET DETENTION SYSTEM – STRUCTURAL CONTROL INSPECTION STANDARD OPERATIONAL/ MAINTENANCE PROTOCOL

WET DETENTION SYSTEMS are permanently wet ponds that are designed to slowly release an outlet structure.

Wet detention systems are the recommended BMP for sites with moderate to high water table conditions. Wet detention system provide removal of both dissolved and suspended pollutants by taking advantage of physical, chemical, and biological processes within the pond. They are (1) one Wet Detention System in the Village of North Palm Beach that are part of our MS4 (Municipal Separate Storm Sewer System); located as shown on the following map.



### INSPECTIONS:

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

New dry detention systems are inspected annually for first two years of operation. If chronic problems are identified with a wet detention system, it is inspected annually until the problem is resolved (two consecutive annual inspections without an issue).

Inspections are conducted close to the design recovery time of that dry detention system (generally **72 hours after a significant rainfall event**) to verify that the system still provides the design capacity.

**North Palm Beach Country Club /Golf Course /Wet Detention System.....ID #: 00**

**Next Inspection: Every three years on the third Monday of the month of February**

**MAINTENANCE:**

There are several maintenance activities that are associated with a wet detention system. The appropriate activity is 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 accumulate sediment from basin to restore design storage volume.



# Village of North Palm Beach - Public Works - NPDES

## WET Detention / - Structural Control Inspection

Facility ID:

Date:

**INSPECTION:**  
Once every three year

New Dry Detention System

After Rainfall  Conducted after significant rain fall event

**INSPECTED BY:**

### FUNCTION

Pond/ Lake level above control elevation longer that design recovery time YES  NO   
If YES, Report to Supervisor for futer investigation or schedule for maintenance

### EROSION

Vegetation on side slopes failing? YES  NO   
Any signs of erosions? YES  NO   
If YES, describe and schedule for Maintenance

### INFLOW STRUCTURE

Any signs of erosions? YES  NO   
Any signs of structure settling? YES  NO   
Any signs of physical damage? YES  NO   
Any signs of accumulated sediment? YES  NO   
If YES to any of the adove,schedule the structure for maintenance  
Any debris present? YES  NO   
If YES, remove debris or schedule for maintenancce

### OUTFLOW STRUCTURE

Any signs of erosion? YES  NO   
Any signs of structure settling? YES  NO   
Any signs of phisical damage? YES  NO   
Any signs of accumulate sediment? YES  NO   
if Yes to any of the above,schedule thestructure for maintenance  
Any debris present? YES  NO   
if Yes, remove debris orschedule for maintenance.

### GENERAL

Any indication of illicit discharge or illegal dumping? YES  NO   
If YES, describe andreport to supervisor for proper response

## **TSOG #15**

### **Hazardous Materials Incidents**

#### **PURPOSE**

The purpose of this TSOG is to establish safe and effective operating practices for initial response to Hazardous Materials Incidents.

#### **Scope:**

This standard operating guideline shall apply to all Emergency Operations personnel.

#### **PROCEDURE:**

These guidelines provide a basic framework for most incidents involving hazardous materials, to include suspicious substances, packages, and devices. This guideline recognizes that Company and Chief Officers have the training and experience to make modifications to this guideline based on the nature and extent of the incident.

#### **I. General Information**

- Hazardous materials incidents encompass a wide variety of potential situations including fires, spills, transportation accidents, chemical reactions, explosions, intentional criminal acts and possibly acts of terrorism.
- Hazards involved may include toxicity, flammability, radiological exposure, corrosives, explosives, biological agents, and chemical reactions or a combination of factors.

#### **II. First Responder Operations Level (FRO)**

##### **A. Initial Actions**

- Fire Rescue personnel are trained to at least an First Responder Operations level since they are most likely be the first to arrive on the scene of a hazardous materials incident.
- All units arriving on the scene of a suspected hazardous materials incident should consider the safety of personnel in selecting the approach routes and placement of apparatus. Always attempt to assume a position upwind and uphill of the incident, maintaining a safe distance from the site in case the product is airborne, or wind direction shifts.
- Units should avoid any position that commits them to only one course of action.
- Vehicles and personnel shall be far enough away from the release to allow for a safe retreat if necessary (This may include facing the vehicles away from the scene).

- The first arriving officer must understand what action is appropriate as well as understand their resource and safety limitations in the presence of hazardous materials or an unidentified substance. At the operations level, personnel should remember that quick, aggressive action has no place at hazardous material/WMD incident.
- All actions taken must be planned and deliberate.
- A command structure must be initiated early in the incident to establish coordinated and effective operations.
- At the Operations level, personnel must remain familiar with the use of the DOT Emergency Response Guidebook (ERG), and shall be responsible for, and are expected to take **DEFENSIVE** control measures. Spill control may be considered, but must be accomplished without crews coming in contact with the product or its vapors. Firefighters are to operate in full Structural Firefighter Protective Clothing (SFPC) and SCBA. The (ERG) must be utilized when appropriate, to guide the initial actions of first arriving units and the Incident Commander.

#### B. FRO Responsibilities

- Responsibilities include: **(RIPN) or also referred to as "R.I.P.Not "** to help personnel recall this acronym. The use of the acronym does not imply a step-by-step, cook book approach. It is intended as a memory tool to remind of actions which may take place simultaneously or in a different order to achieve the strategic goals.
  - Recognition and Identification
  - Isolation
  - Protection
  - Notification
- Recognition and Identification
  - The first arriving unit should recognize the possible presence of a hazardous material and determine the nature of the incident (leak, spill, fire, etc.)
  - Determine the quantity and type of material involved if possible.
  - After recognizing the presence of a hazardous material, the unit should then attempt to identify the product if possible.
- The following are indicators for recognition and identification:
  - Occupancy and/or location
  - Container shape and type
  - Physical and Chemical properties
  - Markings and colors
  - UN Numbers, Placards and/or labels
  - Shipping papers
  - Material Safety Data Sheet (MSDS)
  - Pre-Fire Plans

Problem recognition is the key to tactical decisions made (e.g. what happened, what is happening, how will it hurt responders or the public, what can make it worse or better, do we have the resources and capabilities to make it better without taking unnecessary risks?)

- Isolation
  - Secure the scene without entering the immediate hazard area, isolate the area and ensure the safety of responders and the public.
  - The initial IC shall identify the Initial Isolation Zone around the hazard based on the information provided in the Emergency Response Guidebook (ERG). No persons shall be permitted in this "exclusion zone" or hot zone.
  - A downwind Protective Action Zone shall be identified and evaluated to determine if people within this area should be evacuated or protected in place, based on guidelines provided in the (ERG).
  - The IC should establish an Area of Safe Refuge (ASR) for people who are considered contaminated and in need of decontamination. The (ASR) should be located immediately uphill and upwind of the initial isolation zone.
  - People who are considered contaminated should not be brought out of the ASR until they can be decontaminated.
  - Direct all persons not requiring decontamination to move, in a crosswind direction, uphill and upwind away from the hazard to a distance specified in feet, miles, and/or a specific location.
  
- Protection
  - Protection includes that of responders, the public, property, environment, and evidence.
  - Based on the situation and available information, a course of action must be decided upon. The resources and capabilities available to responders will influence tactical choices made by the IC.
  - The (ERG) shall be utilized in making those tactical decisions. Consider all devices, drums, containers, cylinders, tanks, spills as being dangerous and the material in them to be hazardous until proven otherwise.
  - To stabilize the incident, first responder operations personnel may have to take **DEFENSIVE** actions which include:
    - Emergency decontamination
    - Diking
    - Damning
    - Diverting
    - Vapor suppression or diversion
    - Remote valve shutoffs
    - Fire suppression or exposure protection
    - Moving or relocating containers
  
- Notification
  - The first arriving unit shall initiate the Command system and provide size-up information to the Dispatch Center and incoming units.
  - The IC shall communicate safe access and egress routes for incoming units and/or direct units to a safe staging area.

- The gathering of information and initial actions are critical to the successful outcome of a hazardous materials incident. If the IC determines the incident is beyond the capabilities of first responder operations personnel, a hazardous materials response shall be requested.
- The Dispatch Center will then make response notification to the appropriate Regional Hazardous Materials Team(s).
- Pertinent information gathered as the incident unfolds shall be relayed to the Dispatch Center and response personnel.
- If the hazardous materials team is needed, there will be an exchange of information between the IC and the HazMat Team Leader. The on scene units will maintain their current course of action until the IC changes the Incident Action Plan (IAP).
- Initial arriving units may be needed to assist the Hazardous Materials Team working under the direction of a Technician to perform support functions such as decontamination.

### **III. Hazardous Materials Technician Level**

- Once on scene, Hazardous Material Technicians will initiate the following actions in accordance with Palm Beach County Regional Hazardous Materials Response Standard Operating Guidelines:
  - Develop site safety plan
  - Perform atmospheric monitoring
  - Perform product sampling
  - Contain or control product
- An Assistant Incident Safety Officer (Hazardous Materials) will be established specifically for hazardous materials operations and will report directly to the overall Incident Safety Officer.

### **IV. Acts of Terrorism**

- Acts of terror utilizing Chemical, Biological, Radiological, Nuclear, Explosive materials (CBRNE) are essentially a Hazardous Material call with a willful intent to cause harm. The approach to handling these incidents may be relatively similar. On scene personnel may not initially realize they are at the scene of an intentional criminal act. Once recognized, the fact the incident was intended to cause harm should cue responders to take on additional scene considerations.
- Personnel should be cautious and should review dispatch information for indicators:
  - If there is one indicator: Respond with a heightened level of awareness.
  - If there are multiple indicators: You may be on the scene of a terrorist incident.
  - Initiate response operations with extreme caution.
  - Be alert for actions against responders.
  - Implement personal protective measures. Utilize maximum respiratory protection.
  - Is the response to a target hazard or target event?
  - Has there been a threat?

- Are there multiple (non-trauma related) victims?
- Are responders victims or becoming victims?
- Are hazardous substances involved?
- Has there been an explosion?

Palm Beach County, Florida, Code of Ordinances >> - PALM BEACH COUNTY CODE >> Chapter 11 - ENVIRONMENTAL REGULATION AND CONTROL >> ARTICLE VII. - REGIONAL HAZARDOUS MATERIALS RESPONSE >>

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**ARTICLE VII. - REGIONAL HAZARDOUS MATERIALS RESPONSE** [64]

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Sec. 11-126. - Short title.

Sec. 11-127. - Authority and purpose.

Sec. 11-128. - Applicability.

Sec. 11-129. - Definitions.

Sec. 11-130. - Oversight committee.

Sec. 11-131. - Hazardous materials response team

Sec. 11-132. - Cost recovery.

Sec. 11-133. - Penalties.

Secs. 11-134—11-150. - Reserved.

**Sec. 11-126. - Short title.**

This article shall be known and may be cited as the "Palm Beach County Regional Hazardous Materials Response Ordinance of 1998."

*(Ord. No. 98-13, § 1, 4-21-98)*

**Sec. 11-127. - Authority and purpose.**

This article is promulgated pursuant to Chapter 252, Florida Statutes. The purpose of this article is to promote the health, safety, and welfare of residents of the county in the event of a hazardous chemical leak/spill by establishing regional hazardous materials response teams, providing performance standards for delivery of such services, establishing an oversight committee and establishing cost recovery for those costs associated with responding to hazardous materials emergencies.

*(Ord. No. 98-13, § 2, 4-21-98)*

**Sec. 11-128. - Applicability.**

It is hereby provided that this article shall constitute a uniform law applicable in all the unincorporated and incorporated areas of the county, as authorized by Chapters 125 and 252, Florida Statutes.

*(Ord. No. 98-13, § 3, 4-21-98)*

**Sec. 11-129. - Definitions.**

- (a) *Cost.* Any and all necessary and reasonable expense incurred by a regional hazardous materials response team in connection with investigating, minimizing, removing or abating the release of a hazardous substance and/or hazardous waste. Such reasonable cost shall

include, but not be limited to: The cost of expendable supplies such as firefighting foam, chemical extinguishing agent, absorbent materials, recovery drums, protective clothing and testing equipment; cost of equipment operation and/or rental; and actual labor costs of emergency response personnel.

- (b) *Discharge*. Any intentional or unintentional action or omission resulting in the release, spilling, pumping, pouring, emitting, emptying or dumping of hazardous substance upon public or private property located within the county.
- (c) *Hazardous material response team*. Organized response team of emergency response personnel, specially trained to recognize, respond to and mitigate hazardous materials emergencies, in accordance with the county comprehensive emergency management plan, and the standards established by the county regional hazardous materials oversight committee.
- (d) *Hazardous substance*. Any substance or material in a quantity or form, which poses an unreasonable and imminent risk to life, health, safety or welfare of persons or property within the county including, but not limited to, those substances listed in the National Fire Protection Association's "Guide on Hazardous Materials," the EPA's list of extremely hazardous substances, as contained in 40 CFR 355 or the "Florida Substance List", promulgated by State Department of Labor and Security, or by CERCLA in 40 CFR 300.6.
- (e) *The oversight committee*. The county regional hazardous materials oversight committee.
- (f) *Response actions*. Any activity which is carried out in response to any discharge/release or threatened discharge/release of any hazardous substance, including but not limited to: Investigating, monitoring, assessing, containing, cleaning up or disposing of hazardous substances.
- (g) *Responsible party*. One (1) or more person, persons, partnership, corporation, joint ventures, association or other entities or any combination thereof found, upon investigation by a regional hazardous materials response team, to have caused or contributed to the discharge or release of a hazardous substance.
- (h) *Technical review team*. A three-person review team, to be appointed by the oversight committee comprised of chief fire officers from fire-rescue departments within the county.

(Ord. No. 98-13, § 4, 4-21-98; Ord. No. 01-027, § 1, 6-19-01)

### **Sec. 11-130. - Oversight committee.**

The board of county commissioners shall appoint a five-member oversight committee to establish the standards and review the effectiveness of delivering hazardous materials emergency response services on a regional basis.

- (1) *Membership*. The committee shall consist of one (1) member, representing each of the following groups:
  - a. Palm Beach County Health Department;
  - b. Palm Beach County League of Cities;
  - c. Solid Waste Authority of Palm Beach County;
  - d. Fire Chief's Association of Palm Beach County; and
  - e. Division of Emergency Management.

Appointments shall be based on recommendations submitted by the represented group. Each member shall be appointed to the oversight committee in accordance with Palm Beach County PPM #CW-O-023 "Board Appointments."

- (2)



*Terms of office.* The members shall serve three-year terms. There shall be no limit on the number of terms an individual may serve.

- (3) *Meetings.* The oversight committee shall meet at least quarterly or more often as determined by the membership.
- (4) *Duties and responsibilities.* The responsibilities of the oversight committee shall include, but not be limited to:
  - a. Recommend a solid waste authority fee schedule to provide a partial funding source for the designated hazardous materials response teams.
  - b. Oversee funds recovered as a direct result of response actions in accordance with section 11-132 of this article.
  - c. Review, recommend, establish, modify, and oversee performance standards for the delivery of regional hazardous materials response services, including initial response zones for the regional hazardous materials response teams. Prior to modifying any initial response zone, the oversight committee shall seek comment and discussion from the regional hazardous materials response teams.
  - d. Monitor and evaluate the distribution of funds and supplies to each of the hazardous materials response service providers.
  - e. Review the findings of the technical review team to assure effectiveness of the regional delivery of hazardous materials response services.
  - f. Submit a written report, at least annually, to the board of county commissioners, on the effectiveness of the regional hazardous materials response program.
- (5) *Technical review team.* The oversight committee shall appoint three (3) members and three (3) alternate members to serve on the technical review team, based upon recommendations from the Fire Chief's Association of Palm Beach County. Each member and alternate member shall be a chief fire officer from a fire-rescue department within the county. No member may serve on the technical review team while the team is reviewing a service provider which employs the member or with whom the member is otherwise directly affiliated. In such case, an alternate member shall serve on the technical review team. An alternate member also may serve on the technical review team when a member is otherwise unavailable to serve. Alternates shall be called to service on a rotational basis.
- (6) *Responsibilities of the technical review team.*
  - a. Visit sites of each of the haz-mat service providers once a year to assure compliance with the standards of performance as approved by the oversight committee.
  - b. Examine service providers' records to document performance criteria such as, but not limited to: Daily staffing of each haz-mat team, turnout time, response time, minimum equipment accessibility, incident documentation, personnel certifications and in-service training programs.
  - c. Participate in each of the significant post incident analysis conducted by the regional hazardous materials response teams.
  - d. Submit a written report annually, to the oversight committee on each team's compliance with the established performance standards.
  - e.

Examine the incidence of hazardous materials emergencies within the entire county and report to the oversight committee on the effectiveness of the regional hazardous materials response teams.

(Ord. No. 98-13, § 5, 4-21-98; Ord. No. 01-027, § 2, 6-19-01; Ord. No. 2012-030, § 1, 9-25-12)

### **Sec. 11-131. - Hazardous materials response team**

In order to provide the most efficient emergency response to hazardous materials incidents, there shall be maintained sufficient hazardous materials response teams to provide such services throughout the entire service area of the county, as deemed necessary by the regional hazardous materials oversight committee. Those regional hazardous materials response teams are hereby authorized to undertake response actions in the event of discharges or threatened discharges of any hazardous substance, discharged upon or into any public or private property or facility, located within the county. Each of the identified teams shall be part of properly authorized fire-rescue departments from within the county and shall maintain readiness to the standards established by the regional hazardous materials oversight committee.

- (1) *Jurisdiction.* Each team is authorized to make its emergency response services available, upon request, to any incorporated or unincorporated area within the county, in accordance with the emergency response plan as approved by the regional hazardous materials oversight committee.
- (2) *Notification.* Any jurisdiction requiring assistance from a regional hazardous materials response team may request assistance in accordance with the established notification and dispatch procedures for regional hazardous materials response as adopted by the Fire Chief's Association of Palm Beach County.
- (3) *Records.* All records generated by the staffing, training, emergency response and administration of the regional response teams shall be made available to the technical review team upon request.
- (4) *No delegation.* Nothing herein shall delegate the primary responsibility for response from the governing jurisdiction to the requested response team.

(Ord. No. 98-13, § 6, 4-21-98)

### **Sec. 11-132. - Cost recovery.**

- (a) *Generally.* Any person(s) responsible for causing or allowing a discharge or threatened discharge of any hazardous substances which require response actions by a regional hazardous materials response team(s), in order to protect the public health, safety, welfare, or the environment, shall be required to reimburse the responding team(s) for the full amount of the cost of any and all response actions. When responding to an emergency caused by a discharge or threatened discharge of hazardous substances, the responding regional hazardous materials response team(s) shall keep a detailed record of the costs of all response actions. The cost of all response actions shall be calculated in accordance with the following schedule:
  - (1) For all incidents of less than four (4) hours duration, the responsible party shall reimburse the responding regional hazardous materials response team(s) for the costs of all expendable supplies used during response actions, including, but not limited to: Firefighting foam, chemical extinguishing agents, recovery drums, absorbent materials, protective clothing, gloves and testing equipment.
  - (2)

For all incidents of four (4) hours or greater in duration, the responsible party shall reimburse the responding regional hazardous materials response team(s) for the costs of all expendable supplies used during response actions, the costs of equipment and apparatus used during response actions and the actual labor costs of personnel assigned to the responding regional hazardous materials response team(s). The cost of the equipment and apparatus shall be calculated in accordance with the current FEMA Schedule of Equipment Rates, as may be periodically amended.

- (3) For the purpose of this article, "duration" shall be considered as the time period beginning with the arrival on scene of the first regional hazardous materials response team member and ending with the release of the last regional hazardous materials response team member from the scene and the return to their home station.
- (b) *Authority to recover costs.* Each responding regional hazardous materials response team(s) that responds to an incident is hereby authorized to invoice and collect the emergency response costs from the responsible party. In the event that the responsible party does not reimburse the responding team(s) for the recoverable costs, said team(s) is authorized to seek reimbursement from the federal government in accordance with 40 CFR 310 or other applicable reimbursement program. If a reimbursement program requires coordinated billing among multiple responding teams, then the teams shall cooperate to do so. Further, the county or any municipal jurisdiction may invoice the responsible party for the allowable cost of its municipal services which were required to support the regional hazardous materials response team during its emergency response actions, including, but not limited to, law enforcement and public works services.
- (c) *Use of recovery funds.* All monies recovered from the responsible party or from the federal government as reimbursement for response actions shall be used by the responding team(s) for the following purposes exclusively:
  - (1) To provide for the continual restocking of expendable supplies to the responding regional hazardous materials response team(s).
  - (2) To provide for the replacement of damaged and/or destroyed nonexpendable equipment to the responding regional hazardous materials response team(s).
  - (3) To provide for the enhancement of regional hazardous materials response services.
  - (4) As otherwise recommended by the oversight committee.

(Ord. No. 98-13, § 7, 4-21-98; Ord. No. 2012-030, § 2, 9-25-12)

### **Sec. 11-133. - Penalties.**

- (a) *Invoice.* Any person responsible for causing or allowing a discharge or threatened discharge of a hazardous substance and who fails to reimburse the responding regional hazardous materials response team(s) within thirty (30) days from issuance of the invoice may be subject to a late fee in the amount of eighteen (18) percent per annum of the total amount of the invoice.
- (b) *Violation of article.* Failure to provide payment within six (6) months of the issuance of the invoice is a violation of this article and shall be prosecuted in the same manner as a misdemeanor pursuant to section 125.69, Florida Statutes, and upon conviction, the violator shall be subject to a fine not to exceed five hundred dollars (\$500.00) and/or imprisonment in the county jail for not more than sixty (60) days, or both.
- (c) *No limitation.* Prosecution under paragraph (b) above shall not preclude enforcement and collection of the invoiced amount and late fees provided for in paragraph (a) above.

(Ord. No. 98-13, § 8, 4-21-98; Ord. No. 2012-030, § 3, 9-25-12)

**Secs. 11-134—11-150. - Reserved.**

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**FOOTNOTE(S):**

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<sup>(64)</sup> **Editor's note**— Ord. No. 98-13, §§ 1—7, adopted April 21, 1998, did not specifically amend the Code; hence, inclusion herein as Art. VII, §§ 11-126—11-133, was at the discretion of the editor. This article formerly pertained to sea turtle protection, and derived from Ord. No. 87-13, §§ 3—16, 19, adopted Aug. 25, 1987. Former Art. VII was repealed by Ord. No. 92-20, adopted June 16, 1992. ([Back](#))

# **Attachment 4**

# VILLAGE OF NORTH PALM BEACH



## REVIEW OF VILLAGE CODES AND REGULATIONS TO REDUCE STORMWATER IMPACT OF NEW DEVELOPMENT AND SIGNIFICANT AREAS OF REDEVLEOPMENT

The Village of North Palm Beach reviewed its existing Code of Ordinances, including its adopted Land Development Regulations, to determine potential amendments to reduce the stormwater impacts or new development areas of significant redevelopment.

In conducting its review, the Village focused on changes to the Code of Ordinances that would promote:

- a reduction in impervious surfaces;
- the use of swales;
- a reduction in the flow and volume of stormwater;
- an increase in natural hydrology; and
- the adherence to the principles of the Florida Yards Neighborhood program in new landscaping.

### A. Impervious Surface Requirements

The Village's Land Development Regulations restrict lot coverage in each of its residential zoning district as follows (Section 45-27, 45-28 and 45-30 of the Village's Code of Ordinances):

R-1 (Residential Single-Family):	Minimum lot or building site area 7,500 square feet and have a width of not less than 75 feet, measured at the building line.
R-2 (Residential Multiple-Family-Medium Density) -	Minimum lot or building site are 8,000 square feet and have a width of not less than 75 feet.
R-3 (Residential Apartment – High Density):	35 percent

In order to minimize the degradation of water quality in receiving bodies, all development will be provided with landscaped areas, grassed areas or other natural vegetated areas to receive runoff from buildings, pavement or other impervious surfaces to the degree that pollutants from

these areas may be absorbed by the vegetation or percolated into soil. No runoff from such impervious areas shall be discharged directly into any inlet or storm sewer without first being given the opportunity to pass through a natural vegetated area. All potential areas of soil erosion shall be protected to minimize siltation transport by flowing water.

## **B. Landscaping Requirements**

The Village of North Palm Beach will be adopting by Ordinance the “Florida Friendly Landscaping” for new development and redevelopment. Currently, natural vegetation and xeriscaping is encouraged within the Village of North Palm Beach. The installation and maintenance section states the following:

Chapter 27, Trees and Shrubbery of the Village’s Code establishes the Village’s Landscaping Requirements,

- ❖ *Landscaping* means any of the following or combination thereof; such as, but not limited to grass, ground covers, shrubs, vines, hedges, trees or palms; and nonliving durable material commonly used in landscaping, such as, but not limited to, rocks, pebbles, sand, walls or fences , but excluding paving.
- ❖ *Shrubs and Hedges*. Shrubs shall be a minimum of two (2) feet in height when measured immediately after planting. Hedges, where required, shall be planted and maintained so as to form a continuous, unbroken, solid, visual screen.
- ❖ *Vines* shall be a minimum of thirty (30) inches in height, immediately after planting, and may be used in conjunction with fences, screens or walls to meet physical requirements as specified.
- ❖ *Ground Covers* used in lieu of grass in whole or in part shall be planted in such a manner as to present a finished appearance and reasonably complete coverage within three (3) months after planting.
- ❖ *Lawn grass* areas shall be planted in species grown as permanent lawns. Grass areas may be sodded, plugged, sprigged or seeded except that solid sod shall be used in swales or other areas subject to erosion, and providing that in areas where other than solid sod or grass seed is used, nursegrass seed shall be sown for immediate effect and protection until coverage is achieved.
- ❖ *Trees* means self-supporting woody palms of species which normally grow to an overall height of minimum of fifteen (15) feet in this area or Palm Beach County. Requirements

to include one tree for a certain number of lineal feet as part of the landscaping are set forth to determine the number of trees required in a given area, the location of which trees may be anywhere within the strip of land and need not be placed at equal intervals throughout such strip of land.

- (1) Trees to be clustering in groups of three (3) minimum.
- (2) Trees (3) palms equal one (1) shade tree.
- (3) Eight (8) feet gray wood-fifteen (15) feet height.
- (4) Fifty (50) percent maximum palms in place of shade trees.
- (5) Six (6) inches minimum caliper.

### **Swales**

“Swale areas” shall mean those areas lying between the street and the sidewalk which are the property of the Village as part of its road and drainage right-of-way. Swale areas are maintained by the adjacent property owner or tenant.

Currently the Village of North Palm Beach addresses the design requirements for swales in Article V. Stormwater Management, Chapter 21, Planning and Development of the Village’s Code of Ordinances which states the following:

The stormwater management system shall be designed in accordance with accepted engineering principles for design floods resulting from rainfall and tidal elevations experienced in the Intracoastal Waterway from storm frequencies. All new development and existing areas that redeveloped throughout the Village requires a stormwater management plan approved by the Village Engineer.

*Drainage*-Minimum street grades shall exceed calculated flood levels resulting from a ten-year frequency storm tide, plus rainfall runoff. The swales shall be designed on runoff predicted from a three-year intensity rainfall curve in general use. In addition the finished floor of all structures shall exceed the one-hundred-year tidal flooding and rainfall runoff level, but in no case shall be less than eight and five tenths (8.5) feet above mean sea level.

### **Drought Management Requirements**

Article IX of Chapter 19 of the Village Code of Ordinances incorporates any water shortage or water shortage emergency as may be declared by the South Florida Water District and provides for enforcement of water uses restrictions adopted by the District through the Village’s Code Enforcement procedures.