



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

- This Annual Report Form must be completed and submitted to the Department to satisfy the annual reporting requirements established in Rule 62-621.600, F.A.C.
- Submit this fully completed and signed form and any REQUIRED attachments by email to the NPDES Stormwater Program Administrator or to the MS4 coordinator. Their names and email addresses are available at: <http://www.dep.state.fl.us/water/stormwater/npdes/contacts.htm>. If files are larger than 10mb, materials may be placed on the NPDES Stormwater ftp site at: [ftp://ftp.dep.state.fl.us/pub/NPDES\\_Stormwater/](ftp://ftp.dep.state.fl.us/pub/NPDES_Stormwater/). After uploading the ANNUAL REPORT files, an email must be sent to the MS4 coordinator or the NPDES program administrator notifying them the report is ready for downloading
- Refer to the Form Instructions for guidance on completing each section.
- **Please print or type information in the appropriate areas below**

SECTION I. BACKGROUND INFORMATION	
<b>A.</b>	Permittee Name: Town of Cloud Lake
<b>B.</b>	Permit Name: Palm Beach County Municipal Separate Storm Sewer System
<b>C.</b>	Permit Number: FLS000018-003 (Cycle 3)
<b>D.</b>	Annual Report Year: <input type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input checked="" 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): 10/ 12 through 9/ 30
<b>F.</b>	Name of the Responsible Authority: W. Patrick Slatery
	Title: Mayor
	Mailing Address: 100 Lang Road
	City: Cloud Lake                      Zip Code: 33406                      County: Palm Beach
	Telephone Number: (561) 686-2815                      Fax Number: (561) 683-5120
	E-mail Address: townofcloudlake@msn.com
<b>G.</b>	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Dorothy C. Gravelin
	Title: Town Clerk
	Department: Clerk's Office
	Mailing Address: 100 Lang Road
	City: Cloud Lake                      Zip Code: 33406                      County: Palm Beach
	Telephone Number: (561) 686-2815                      Fax Number: (561) 683-5120
	E-mail Address: townofcloudlake@msn.com

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): (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): (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**

A.	Provide a brief statement as to the status of monitoring plan implementation:  <i>The monitoring plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the monitoring information.</i>
B.	Provide a brief discussion of the monitoring results to date:  • <i>DEP Note: See Part V of the permit for the monitoring requirements. Each permittee must discuss the monitoring results as it relates to the implementation and effectiveness of their SWMP.</i>
C.	Attach a monitoring data summary, as required by the permit. See Joint Annual Report - Palm Beach County MS4 Permit No.FLS000018-003 (Cycle 3)

**SECTION IV. FISCAL ANALYSIS**

A.	Total expenditures for the NPDES stormwater management program for the current reporting year: \$ 21,996 (See Attachment 1)  <i>DEP Note: If program resources have decreased from the previous year, attach a discussion of the impacts on the</i>
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$ 23,607

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

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

Attached	N/A	***DEP Note: Please complete Checklists A & B at the end of the tailored form.***
X	<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.
X	<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"/>	X	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.
X	<input type="checkbox"/>	Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major watershed in accordance with Rule 62-624.600(2)(b), F.A.C.
<input type="checkbox"/>	X	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): W. Patrick Slatery

Title: Mayor

Signature:  Date: 12 / 5 / 13

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

A.	B.					C.	D.	E.	F.	
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity					Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments	
<b>Part III.A.1</b>	<b>Structural Controls and Stormwater Collection Systems Operation</b>									
<p>Maintain an up-to-date inventory of the structural controls and roadway stormwater collection structures operated by the permittee, including, at a minimum, all of the types of control structures listed in Table II.A.1.a of the permit. <b>Report the current known inventory.</b></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>Provide an inventory of all known major outfalls covered by the permit and a map depicting the location of the major outfalls (hard copy or CD-ROM). Provide the outfall inventory and map with the Year 1 Annual Report.</p> <p>Report the number of inspection and maintenance activities conducted for each type of structure included in Table II.A.1.a, and the percentage of the total inventory of each type of structure inspected and maintained. If the minimum inspection frequencies set forth in Table II.A.1.a were not met, provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met.</p> <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>										
<b>Type of Structure</b>			<b>Number of Activities Performed</b>					<b>Documentation / Record</b>	<b>Entity Performing the Activity</b>	<b>Comments</b>
			<b>Total Number of Structures</b>	<b>Number of Inspections</b>	<b>Percentage Inspected</b>	<b>Number of Maintenance Activities</b>	<b>Percentage Maintained</b>			
<b>Grass treatment swales (miles)</b>			1.6	1	100	0	100	Roadway Grass Swale-Structural Control Inspection Form	Dorothy Gravelin/Town Clerk	FY 12/13 Log
<b>Non-Roadway Grass Swales (linear feet)</b>			336	1	100	0	100	Non-Roadway Grass Swale-Structural Control Inspection Form	Town Clerk	FY 12/13 Log
<b>Wet detention systems</b>			1	1	100	0	100	Wet Detention System-Structural Control Inspection	Town Clerk	FY 12/13 Log

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							Form		
	Stormwater pump stations	1	2	100	0	100	Stormwater Pump Station #1-Structural Control Inspection Form	W. Patrick Slatery/Mayor	FY 12/13 Log
	Major stormwater outfalls	2	2	100	0	100	Major Stormwater Outfalls #1 & 2 - Structural Control Inspection Form	Town Clerk	FY 12/13 Log
	Floodgate	1	1	100	0	100	Control Structure #1 Inspection Procedure/Checklist/Form	Town Clerk	FY 12/13 Log
	MS4 pipes / culverts (feet)	90	1	100	0	100	Pipes/Culverts - Structural Control Inspection Form	Town Clerk	FY 12/13 Log
	Inlets / catch basins / grates	3	3	100	0	100	Inlets/Catch Basins/Grates #1, 2 & 3 - Structural Control Inspection Form	Town Clerk	FY 12/13 Log
	<b>ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were not met</b>				See above		All documentation listed above	Town Clerk	All minimum inspection frequencies met or exceeded
	<b>Year 1 ONLY: Attach a map of all known major outfalls</b>				0		Stormwater/Drainage System Map contained in the Stormwater Management Plan (SWMP)	Town Clerk	Submitted in Year 2 of current Permit
<b>Part III.A.2</b>	<b>Areas of New Development and Significant Redevelopment</b>								
	Report the number of significant redevelopment projects reviewed by the permittee for post-development stormwater considerations. Report the number of new development projects reviewed under Part III.A.9.a.								
	<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)..</i>								

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	<p align="center"><b>Number of significant redevelopment projects reviewed</b></p>	0	Site Plan Review Procedures contained in SWMP	Town Clerk	No new development or redevelopment during the permit year
<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.</i></p>					
<p><b>Year 2 ONLY: Attach the summary report of the review activity</b></p>		0			Not Applicable (N/A)
<p><b>Year 4 ONLY: Attach the follow-up report on plan implementation</b></p>		0			N/A
<p><b>Part III.A.3</b></p>	<p><b>Roadways</b></p>				
<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. <b>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.</b></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><b>PERMITTEE Litter Control Program: Frequency of litter collection</b></p>		Monthly	Monthly Inspection Checklist Sheets	Individual property owners/residents	Property owners are responsible for litter and trash removal in the swale areas as part of the roadway swale maintenance program
<p><b>PERMITTEE Litter Control Program: Estimated amount of area maintained (miles)</b></p>		1.6	Town Map	Town Clerk	FY 12/13 Log
<p><b>PERMITTEE Litter Control Program: Estimated amount of litter collected (bags)</b></p>		1	Monthly Inspection Checklist Sheets	Town Clerk	FY 12/13 Log
<p><b>CONTRACTOR Litter Control Program: Frequency of litter collection</b></p>		0			No private contractor
<p><b>CONTRACTOR Litter Control Program: Estimated amount of area maintained (linear feet)</b></p>		0			N/A

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	<b>CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)</b>	0			N/A
<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: Please provide an explanation in Column F for any "0" reported in Column C. 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>					
	<b>Keep PBC Beautiful Trash Pick-up Events: Total miles cleaned</b>	0			No program needed; all local streets
	<b>Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)</b>	0			No program needed; all local streets
	<b>Adopt-A-Road Program: Total miles cleaned</b>	0			No program needed
	<b>Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)</b>	0			No program needed
<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>					
	<b>Frequency of street sweeping</b>	0			The Town roadway system is entirely served by grass swales; there are no curb and gutters
<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>					

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		Number of Inspections			
<b>Part III.A.4</b>	<b>Flood Control Projects</b>				
	<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 for areas currently without 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. Please provide an explanation in Column F for any "0" reported in Column C.</p>				
	<p><b>Flood control projects completed during the reporting period</b></p>	0			No flood control projects during the permit year
	<p><b>Flood control projects completed during the reporting period that did <u>not</u> include stormwater treatment</b></p>	0			N/A
	<p><b>ATTACH a list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it was not</b></p>	0			N/A
	<p><b>Stormwater retrofit projects planned</b></p>	0			None planned
	<p><b>Stormwater retrofit projects under construction during the reporting period</b></p>	0			N/A
	<p><b>Stormwater retrofit projects completed during the reporting period</b></p>	0			N/A
<b>Part III.A.5</b>	<b>Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit</b>				
	<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</p>				

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	<p><i>not limited to, those facilities/yards where street sweeping material and/or yard waste are temporary stockpiled, and where solid waste collection vehicles are parked and/or maintained. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5</i></p>	<p><b>Number of Inspections</b>  0</p>			<p>No municipal facilities</p>
<p><b>Part III.A.6</b></p>	<p><b>Pesticides, Herbicides, and Fertilizer Application</b></p>				
	<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>				
	<p><b>PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides</b></p>	<p>0</p>			<p>No pesticides and herbicides applied by Town personnel; services contracted out</p>
	<p><b>CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides</b></p>	<p>2</p>	<p>State Licenses</p>	<p>Total Property Control</p>	<p>FY 12/13 Log</p>
	<p><b>CONTRACTORS: FDACS certified / licensed applicators of fertilizer</b></p>	<p>2</p>	<p>State Licenses</p>	<p>Total Property Control</p>	<p>FY 12/13 Log</p>
	<p><b>PERSONNEL: Green Industry BMP Program training completed</b></p>	<p>0</p>			<p>No fertilizers applied by Town personnel; services contracted out</p>
	<p><b>CONTRACTORS: Green Industry BMP Program training completed</b></p>	<p>0</p>			<p>N/A until 12/31/13</p>
	<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 all local governments within the watershed of a nutrient-impaired water body 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. The ordinance shall be adopted within 24 months of the date of permit issuance. 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. For all other permittees, if this provision is not applicable because the permittee is not</i></p>				



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<p><i>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>					
	<p><b>Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance</b></p>	<p>1</p>	<p>Fertilizer Ordinance</p>	<p>Town Council</p>	<p>Adopted November, 2013; See Attachment 1</p>
<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable). Activities performed under the Florida Yards and Neighborhoods (FYN) program should only be reported if the permittee is contributing funding towards the FYN staff and program within its jurisdiction.</p>					
<p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p>					
<p><i>DEP Note: 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><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><b>Public education and outreach program</b></p>	<p>The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.</p>			
	<p><b>Estimated percentage of the population reached by the activities in total</b></p>	<p>100</p>	<p>Brochures/Flyers/ Newsletters</p>	<p>Palm Beach County (PBC) Stormwater Systems Group; PBC Solid Waste Authority (PBCSWA); Florida Department of Environmental Protection (FDEP); Town Clerk</p>	<p>Cloud Lake's population is 133 (2013 University of Florida Bureau of Economic and Business Research estimate); all property owners are mailed copies of newsletters</p>
	<p><b>Brochures/Flyers/Fact sheets distributed</b></p>	<p>47</p>	<p>Brochures/Flyers</p>	<p>PBC Stormwater Systems Group; PBCSWA; FDEP</p>	<p>FY 12/13 Log</p>
	<p><b>Newspapers &amp; newsletters: Number of articles/notices published</b></p>	<p>1</p>	<p>Newsletter</p>	<p>Town Clerk</p>	<p>FY 12/13 Log</p>

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	<p><b>Newsletters: Number of newsletters distributed</b></p> <p><b>Public displays (e.g., kiosks, storyboards, posters, etc.)</b></p>	<p>66</p> <p>1</p>	<p>Property Owner Mailing List/Certification Letter</p> <p>Town Hall Display Rack</p>	<p>Town Clerk</p> <p>Town Clerk</p>	
<p><b>Part III.A.7.a</b></p>	<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. <b>Report amendments, as needed.</b></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>				
		<p>0</p>			<p>None needed</p>
<p><b>Part III.A.7.c</b></p>	<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. <b>Report on the proactive inspection program, including the number of inspections conducted, the number of illicit activities found, and the number and type of enforcement actions taken.</b></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>				
	<p><b>Proactive inspections for suspected illicit discharges / connections / dumping</b></p> <p><b>Illicit discharges / connections / dumping found during a proactive inspection</b></p> <p><b>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection</b></p>	<p>1</p> <p>0</p> <p>0</p>	<p>Proactive Illicit Discharge/Illegal Connection Inspection Form</p>	<p>Doug Taylor/Code Enforcement Officer</p>	<p>Annually inspected; two (2) commercially zoned lots (currently vacant); no industrial lots</p> <p>None found</p> <p>None issued</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
	<b>Fines issued for illicit discharges / connections / dumping found during a proactive inspection</b> <b>Year 1 ONLY: Attach the written proactive inspection program plan</b>		0			None issued
			0			N/A
	Annually review (and revise, as needed) and implement the permittee's written procedures to conduct reactive investigations to identify and eliminate the source(s) of illicit discharges, illicit connections or improper disposal to the MS4, based on reports received from permittee personnel, contractors, citizens, or other entities regarding suspected illicit activity. Report on the reactive investigation program as it relates to responding to reports of suspected illicit discharges, including the number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken.  <i>DEP Note: If the number of reports received differs from the number of reactive investigations, please provide an explanation for the discrepancy in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i>					
	<b>Reports of suspected illicit connections / discharges / dumping received</b>		0			None reported
	<b>Reactive investigations of reports of suspected illicit discharges/ connections / dumping</b>		0			None reported
	<b>Illicit discharges / connections / dumping found during a reactive investigation</b>		0			None reported
	<b>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation</b>		0			None issued
	<b>Fines issued for illicit discharges / connections / dumping found during a reactive investigation</b>		0			None issued
	During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, fleet maintenance staff, and inspectors) and contractors to identify and report conditions in the stormwater facilities that may indicate the presence of illicit discharges / connections / dumping to the MS4. Refresher training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).  <i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i>					
		<b>Initial Training</b>	<b>Refresher Training</b>			
	<b>Personnel trained</b>	2	0	2	IDDE (Illicit Discharge Detection Elimination) video and test	Town Clerk; Jack Horniman, Town Planning Consultant
	<b>Contractors trained</b>	0	0	0		No contractors used for these purposes
<b>Part III.A.7.d</b>	<b>Illicit Discharges and Improper Disposal — Spill Prevention and Response</b>					
	Annually review (and revise, as needed) and implement the permittee's written spill-prevention/spill-response plan and procedures to prevent, contain, and respond to spills that discharge into the MS4. Report on the spill prevention and response activities, including the number of spills addressed.  <i>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, or report one combined</i>					

**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
	<i>number, to more accurately reflect its tracking of these spills.</i>					
	<b>Hazardous and non-hazardous material spills responded to</b>		0	PBC Fire Incident Report	PBC Fire Rescue Department	No spills reported
	<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. <b>Refresher training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).</b></p>					
	<p><b>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.</b></p>					
		<b>Initial Training</b>	<b>Refresher Training</b>			
	<b>Personnel trained</b>	0	2	2	Raincheck video and test	Trained in previous years.
	<b>Contractors trained</b>	0	0	0		No contractors used for these purposes
<b>Part III.A.7.e</b>	<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. <b>Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</b></p>					
	<p><b>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.</b></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.				
	<b>Estimated percentage of the population reached by the activities in total</b>	100	Brochures/Flyers/	PBC Stormwater	Cloud Lake's	

**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 style="text-align: center;"><b>Brochures/Flyers/Fact sheets distributed</b></p> <p style="text-align: center;"><b>Newspapers &amp; newsletters: Number of articles/notices published</b> <b>Newsletters: Number of newsletters distributed</b></p> <p style="text-align: center;"><b>Public displays (e.g., kiosks, storyboards, posters, etc.)</b></p>	<p style="text-align: center;">47</p> <p style="text-align: center;">1</p> <p style="text-align: center;">66</p> <p style="text-align: center;">1</p>	<p style="text-align: center;">Newsletters</p> <p style="text-align: center;">Brochures/Flyers</p> <p style="text-align: center;">Newsletter</p> <p style="text-align: center;">Property Owners Mailing List/Certification Letter</p> <p style="text-align: center;">Town Hall Display Rack</p>	<p style="text-align: center;">Systems Group; PBCSWA; FDEP; Town Clerk</p> <p style="text-align: center;">PBC Stormwater Systems Group; PBCSWA; and FDEP</p> <p style="text-align: center;">Town Clerk</p> <p style="text-align: center;">Town Clerk</p> <p style="text-align: center;">Town Clerk</p>	<p style="text-align: center;">2013 population is 133; all property owners are mailed copies of newsletters</p> <p style="text-align: center;">FY 12/13 Log</p> <p style="text-align: center;">FY 12/13 Log</p>
<b>Part III.A.7.f</b>	<b>Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control</b>				
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage the proper use and disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the proper use and disposal of oils, toxics, and household hazardous waste, including the type and number of activities conducted, the type and number of materials distributed, the amount of waste collected / recycled / properly disposed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p>				
	<p style="text-align: center;"><b>Public education and outreach program</b></p> <p style="text-align: center;"><b>Estimated percentage of the population reached by the activities in total</b></p>	<p style="text-align: center;">100</p>	<p style="text-align: center;">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 style="text-align: center;">Brochures/Flyers/ Newsletters</p>	<p style="text-align: center;">PBC Stormwater Systems Group; PBCSWA; FDEP; Town Clerk</p>	<p style="text-align: center;">Cloud Lake's 2013 population is 133; all property owners mailed copies of</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>Brochures/Flyers/Fact sheets distributed</p> <p>Newspapers &amp; newsletters: Number of articles/notices published</p> <p>Newsletters: Number of newsletters distributed</p> <p>Public displays (e.g., kiosks, storyboards, posters, etc.)</p>	<p>47</p> <p>1</p> <p>66</p> <p>1</p>	<p>Brochures/Flyers</p> <p>Newsletter</p> <p>Property Owners Mailing List/Certification Letter</p> <p>Town Hall Display Rack</p>	<p>PBC Stormwater Systems Group; PBCSWA and FDEP</p> <p>Town Clerk</p> <p>Town Clerk</p> <p>Town Clerk</p>	<p>newsletters</p> <p>FY 12/13 Log</p> <p>FY 12/13 Log</p> <p>FY 12/13 Log</p>
Part III.A.7.g	<b>Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage</b>				
	<p>Annually review (and revise, as needed) and implement the permittee’s written procedures to reduce or eliminate <u>sanitary wastewater contamination into the MS4</u>, including discharges to the MS4 from sanitary sewer overflows (SSOs) and from inflow / infiltration from collection / transmission systems and/or septic tank systems. Advise the appropriate utility owner of a violation if constituents common to wastewater contamination are discovered in the MS4. <u>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.</u></p> <p><i>DEP Note: The permittee needs to “customize” this section as it pertains to the type of activities undertaken to reduce or eliminate SSOs and inflow / infiltration into the MS4. The first three reporting items below are 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> <p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed</b></p> <p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added</b></p> <p>SSO incidents discovered</p> <p>SSO incidents resolved</p> <p>Inflow / infiltration incidents discovered</p> <p>Inflow / infiltration incidents resolved</p> <p>Name of owner of the sanitary sewer system</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>N/A</p>			<p>All properties served by septic tank systems</p> <p>None removed</p> <p>N/A</p> <p>None discovered</p> <p>N/A</p> <p>None discovered</p> <p>N/A</p>
Part	<b>Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections</b>				

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

A.	B.		C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity		Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
III.A.8.a	<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><b>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.</b></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>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. <b>Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken.</b></p> <p><i>DEP Note: If "0" is reported for the number of inspections conducted and the permittee has one or more high risk facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary</i></p>					
		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				No high risk facilities - no existing commercial or industrial sites in Town
<b>New high risk facilities added to the inventory during the current reporting period</b>		0				No new high risk facilities
<b>Operating municipal landfills</b>		0				No landfills
<b>Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities</b>		0				No hazardous waste facilities

**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
	EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	0					No EPCRA facilities
	Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	0					No facilities
	Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)	0					No other facilities
<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. <b>Report the number of high risk facilities sampled.</b>						
	<b>High risk facilities sampled</b>	0					No high risk facilities
<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. <b>Report the number of permittee and private pre-construction site plans reviewed for stormwater, erosion, and sedimentation controls, and the number approved.</b>						
	<b>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</b>						
	<b>PERMITTEE SITES: Construction site plans reviewed</b>	0			Site Plan Review Procedures established in the SWMP; notations on construction plans and/or Construction Plan Report, if required	Town Clerk; Town Planning Consultant; Town Engineer; Building Official	No construction site plans reviewed during permit year
	<b>PERMITTEE SITES: Construction site plans approved</b>	0					N/A
	<b>PRIVATE SITES: Construction site plans reviewed</b>	0			Site Plan Review Procedures established in SWMP; notations on construction plans and/or Construction Plan Report, if required	Town Clerk; Town Planning Consultant; Town Engineer; Building Official	No private construction site plans reviewed during permit year
	<b>PRIVATE SITES: Construction site plans approved</b>	0					N/A
	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. <b>Report the number of new development/redevelopment permit applicants notified of the ERP and CGP, and the number of</b>						



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

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p><b>applicants who confirmed ERP and CGP coverage.</b></p> <p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. If the number of applicants notified of ERP or CGP coverage is less than the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.</i></p> <p><b>Notified of ERP stormwater permit requirements</b></p> <p><b>Confirmed ERP coverage</b></p> <p><b>Notified of CGP stormwater permit requirements</b></p> <p><b>Confirmed CGP coverage</b></p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p>			<p>No new development or redevelopment applied for during permit year</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>
<b>Part III.A.9.b</b>	<b>Construction Site Runoff — Inspection and Enforcement</b>				
	<p>As an attachment to the Year 1 Annual Report, the permittee shall submit a written plan that details the standard operating procedures for implementation of the stormwater, erosion and sedimentation inspection program for construction sites discharging stormwater to the MS4. The permittee shall implement the plan for inspecting construction sites immediately upon written approval by the Department. Prior to Department approval, the permittee shall continue to perform inspections in accordance with its previously developed construction site inspection procedures. Report on the inspection program for privately-operated and permittee-operated construction sites, including the number of active construction sites during the reporting year, the number of inspections of active construction sites, the percentage of active construction sites inspected, and the number and type of enforcement actions / referrals taken.</p> <p><i>DEP Note: If "0" is reported in Column C for the number of inspections conducted, please provide an explanation in Column F of why no inspections were conducted. If the number of inspections reported is equal to or less than the number of active construction sites, or the percentage inspected is less than 100%, please provide an explanation in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p> <p><i>DEP Note: Refer to Part III.A.9.b of the permit for what must be included in the construction site inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</i></p>				
	<p><b>PERMITTEE SITES: Active construction sites</b></p> <p><b>PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</b></p> <p><b>PERMITTEE SITES: Percentage of active construction sites inspected</b></p> <p><b>PRIVATE SITES: Active construction sites</b></p> <p><b>PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</b></p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p> <p>0</p>			<p>No new permittee construction during permit year</p> <p>N/A</p> <p>N/A</p> <p>No new private construction during permit year</p> <p>N/A</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	
	PRIVATE SITES: Percentage of active construction sites inspected			0			N/A	
	Notices of Violation (NOVs) / warning letters / citations issued			0			N/A	
	Stop Work Orders issued			0			N/A	
	Fines issued			0			N/A	
	<b>Year 1 ONLY: Attach the written construction site inspection program plan</b>			0			Construction Site Inspection Plan contained in SWMP	
<b>Part III.A.9.c</b>	<b>Construction Site Runoff — Site Operator Training</b>							
	<p>During Year 1 of the permit, develop and implement a written plan for stormwater training / outreach for construction site plan reviewers, site inspectors and site operators. Provide training for permittee personnel (employed by or under contract with the permittee) and private persons involved in the site plan review, inspection or construction of stormwater management, erosion, and sedimentation controls. All inspectors of construction sites shall be certified through the Florida Stormwater, Erosion, and Sedimentation Control Inspector Training program, or an equivalent program approved by the Department. <b>Refresher training shall be provided annually.</b> 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><b>DEP Note:</b> 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.</p> <p><b>DEP Note:</b> The permittee should report only the number of staff and private construction site operators trained / certified during the applicable reporting year, and then note in Column F the number of staff who were previously trained / certified. <b>Private site operator training can include pre-construction meetings.</b></p>							
		<b>Certification Training</b>	<b>Initial Training (non-certification)</b>	<b>Refresher Training</b>				
	<b>Permittee construction site inspectors</b>	2		0	2	Ground Control video and test	Town Clerk; Town Planning Consultant	FY 12/13 Log
	<b>Permittee construction site plan reviewers</b>		1			PBC Steering Committee	Cheryl Moore/State Certified Trainer	
	<b>Permittee construction site operators</b>		0					Contracted out
	<b>Private persons</b>		0					N/A

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

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

Permit Citation/ SWMP Element	SWMP EVALUATION
<b>Part II.A.1 Structural control inspection and maintenance</b>	Strengths: Structural controls in good operating condition requiring minimal maintenance at the present time.
	Weaknesses: None identified
	SWMP Revisions to address deficiencies: None needed.
<b>Part II.A.2 Significant redevelopment</b>	Strengths: Primarily a low density residential community that is nearly built-out; commercial zoned parcels are currently vacant and undeveloped.
	Weaknesses: None identified.
	SWMP Revisions to address deficiencies: None needed.
<b>Part II.A.3 Roadways</b>	Strengths: Roadway system consists of all local streets; litter control is performed by individual property owners requiring no contracted services; Town size (36 acres approximately) and small population (133, 2013 estimate) creates minimal impact on local streets and litter control issues.
	Weaknesses: None identified.
	SWMP Revisions to address deficiencies: None needed
<b>Part II.A.4 Flood control</b>	Strengths: Recent improvements to the overall stormwater system (performed in previous permit years) has created no imminent or identifiable flood control project needs; none currently identified in the Town's Capital Improvements element (CIE) or 5 Year Schedule of Improvements of the Town of Cloud Lake Comprehensive Plan.
	Weaknesses: None identified.
	SWMP Revisions to address deficiencies: None needed.
<b>Part II.A.5 Waste TSD Facilities</b>	Strengths: No Waste TSD Facilities in the Town.
	Weaknesses: N/A
	SWMP Revisions to address deficiencies: N/A
<b>Part II.A.6 Pesticide, herbicide, fertilizer application</b>	Strengths: Services contracted out to private contractor; Town has adopted a Fertilizer Ordinance.; good public information system being implemented.
	Weaknesses: None identified.
	SWMP Revisions to address deficiencies: None needed.
<b>Part II.A.7 Illicit Discharge Detection and Elimination</b>	Strengths: No illicit discharges or improper disposal reported during permit year; Town Clerk and Consultant have been trained; good public information system being implemented.
	Weaknesses: None identified.

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

		SWMP Revisions to address deficiencies : None needed.
<b>Part II.A.8 High Risk Industry Runoff</b>		Strengths: No high risk facilities in Town.
		Weaknesses: N/A
		SWMP Revisions to address deficiencies: N/A
<b>Part II.A.9 Construction Site Runoff</b>		Strengths: No new construction during this permit year.
		Weaknesses: N/A
		SWMP Revisions to address deficiencies: N/A

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

<b>A.</b>	<b>Permit Citation/ SWMP Element</b>	<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> <i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i>
	N/A	
<b>B.</b>	<b>Permit Citation/ SWMP Element</b>	<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> <i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i>
	N/A	

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

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

Attached	N/A	Rule / Permit Citation	Required Attachment	Attachment Number	Attachment Title
<input checked="" type="checkbox"/>	<input 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>	N/A	Refer to Joint Report
<input type="checkbox"/>	<input checked="" 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.		
<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), F.A.C.	<b>YEAR 1:</b> An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM).		
<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 applicable.	1	Fertilizer Ordinance
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.c	<b>YEAR 1:</b> A proactive illicit discharge / connection / dumping inspection program plan.		
<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 type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	<b>YEAR 2:</b> A summary report of a review of codes and regulations to reduce the stormwater impact from new development / redevelopment.		
<input checked="" type="checkbox"/>		Part V.A.2	<b>YEAR 3:</b> Estimates of annual pollutant loadings and EMCs, and a table comparing the current calculated loadings with those from the previous two Year 3 ARs.	N/A	Refer to Annual Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	<b>YEAR 4:</b> A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from new development / redevelopment.		
<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.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.d	<b>YEAR 4:</b> A TMDL Implementation Plan / Supplemental SWMP.		

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

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

Did not complete review of existing SOP / Plan	Developed <u>new</u> written SOP / Plan	Reviewed & <u>no revision needed</u> to existing SOP / Plan	Reviewed & <u>revised</u> existing SOP / Plan	Permit Citation	Description of Required SOPs / Plans
<input type="checkbox"/>	<input type="checkbox"/>	X	<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"/>	X	<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"/>	X	<input type="checkbox"/>	Part III.A.3	SOP for the litter control program.
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	Part III.A.3	SOP for the street sweeping program.
N/A	N/A	N/A	N/A	Part III.A.3	SOP for inspections of equipment yards and maintenance shops that support road maintenance activities.
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	Part III.A.5	SOP for inspections of waste treatment, storage, and disposal facilities not covered by an NPDES stormwater permit.
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	Part III.A.6	Plan for public education and outreach on reducing the use of pesticides, herbicides and fertilizer.
N/A	N/A	N/A	N/A	Part III.A.6	<del>Plan for pesticide, herbicide and fertilizer application training</del> <i>DEP Note: A plan is not necessary since the FDACS certification / licensing program adequately fulfills the permit requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	X	<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"/>	X	<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"/>	X	<input type="checkbox"/>	Part III.A.7.c	SOP for reactive illicit discharge / connections / dumping investigations.
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	Part III.A.7.c	Plan for illicit discharge training.
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	Part III.A.7.d	SOP for spill prevention and response efforts.
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	Part III.A.7.d	Plan for spill prevention and response training.
<input type="checkbox"/>	<input type="checkbox"/>	X	<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"/>	X	<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"/>	X	<input type="checkbox"/>	Part III.A.7.g	SOP to reduce / eliminate sanitary wastewater contamination of the MS4.
N/A	N/A	N/A	N/A	Part III.A.8	SOP for inspections of high risk industrial facilities.
<input type="checkbox"/>	<input type="checkbox"/>	X	<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"/>	X	<input type="checkbox"/>	<b>Part III.A.9.b</b>	<b>Plan for inspections of construction sites.*</b>
<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	Part III.A.9.c	Plan for stormwater, erosion and sedimentation BMPs training.

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

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

<b>Rule / Permit Citation</b>	<b>Report Title (Update per Alan)</b>	<b>Approval Date</b>
Part VIII.B.3.a	<b>6 MONTHS from effective date of permit:</b> TMDL Prioritization Report.	11/29/11
Part VIII.B.3.b	<b>12 MONTHS from effective date of permit:</b> TMDL Monitoring and Assessment Plan.	12/28/11
Part VIII.B.3.c	<b>6 MONTHS from receiving analyses from the lab:</b> TMDL Monitoring Report.	08/06/13
Part VIII.B.4	<b>30 MONTHS from start date per TMDL Prioritization Report:</b> A Bacterial Pollution Control Plan (BPCP).	N/A

### BMAP Reporting

MS4 permittees are NOT required to submit the annual report required by any BMAP that applies to them since the NPDES Stormwater Staff can obtain them from the department's Watershed Planning and Coordination staff. However, to assure that the stormwater staff are aware of which BMAPs apply to the MS4 permittees and when the latest BMAP annual report was submitted, please complete the information below, if applicable:

<b>Rule/Permit Citation</b>	<b>BMAP Title: No BMAP has been developed in Palm Beach County. A BMAP is currently underway for Lake Okeechobee Basins.</b>	<b>Date BMAP Annual Report Submitted to DEP</b>
Part VIII.B.2		
Part VIII.B.2		
Part VIII.B.2		
Part VIII.B.2		

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

**ATTACHMENT 1**

*Town of Cloud Lake  
Fertilizer Ordinance (Ordinance No. 143)*



**ORDINANCE NO. 143**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF CLOUD LAKE, FLORIDA, AMENDING CHAPTER 8 ENVIRONMENT, BY CREATING A NEW ARTICLE IV. FERTILIZER-FRIENDLY USE ORDINANCE, SECTIONS 8-130 THROUGH 8-145, FOCUSING ON EXCESSIVE NUTRIENT LEVELS IN PALM BEACH COUNTY WATER BODIES; PROVIDING FOR 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 DOMESTIC ANIMAL WASTE; PROVIDING FOR EXEMPTIONS; PROVIDING FOR TRAINING; PROVIDING FOR LICENSING OF COMMERCIAL APPLICATORS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR PENALTIES; PROVIDING FOR APPEAL; PROVIDING AUTHORITY TO CODIFY; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**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 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, to adopt an ordinance for Florida-Friendly™ fertilizer use on urban landscapes; and

**WHEREAS**, the Florida Department of Environmental Protection (FDEP) on the 2<sup>nd</sup> day of March 2011, issued its Palm Beach County Municipal Separate Storm Sewer System Permit No. FLS 000018-003 (hereinafter referred to as the “MS4 Permit”) to forty-one (41) governmental entities including the Town of Cloud Lake; 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

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

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

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

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

**WHEREAS**, this Ordinance is part of a regulatory program to address nonpoint sources of nutrient pollution which is scientifically based, and economically and technically feasible; and

**WHEREAS**, in the process of adoption of this Ordinance, the Cloud Lake Town Council has considered scientific information, including input from the Department of Environmental Protection, the Department of Agriculture and Consumer Services, and the University of Florida Institute of Food and Agricultural Sciences.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CLOUD LAKE, FLORIDA, that:**

**SECTION 1:** Chapter 8 of the Code of Ordinances is hereby amended to create a new Article IV, Sections 8-130 through 8-145 which shall read as follows:

**SECTION 8-130. TITLE.**

This Ordinance shall be known as the Fertilizer-Friendly Use Ordinance.

**SECTION 8-131. DEFINITIONS.**

For this Ordinance, the following terms shall have the meanings set forth in this section unless the context clearly indicates otherwise.

1. "Application" or "Apply" means the actual physical deposition of fertilizer to turf or landscape plants.
2. "Applicator" means any person who applies fertilizer on turf and/or landscape plants in Town of Cloud Lake.

3. "Approved Test" means a soil test from the University of Florida, government, or other commercial licensed laboratory that regularly performs soil testing and recommendations.
4. "Best Management Practices (BMP's)" means turf and landscape practices or combination of practices based on research, field-testing, and expert review, determined to be the most effective and practical site-specific means, including economic and technological considerations, for improving water quality, conserving water supplies and protecting natural resources.
5. "Code Enforcement Officer", "Official", or "Inspector" means any designated employee or agent of the Town of Cloud Lake whose duty it is to enforce codes and ordinances enacted by the Town of Cloud Lake.
6. "Commercial Fertilizer Applicator" except as provided in section 482.1562(9), F.S., means any person who applies fertilizer for payment or other consideration to property not owned by the person or firm applying the fertilizer or the employer of the applicators.
7. "Fertilizing", or "Fertilization" means the act of applying fertilizer to turf, specialized turf, or landscape plants.
8. "Fertilizer" means any substance or mixture of substances that contains one or more recognized plant nutrients and promotes plant growth, or controls soil acidity or alkalinity, or provides other soil enrichment, or provides other corrective measures to the soil.
9. "Institutional Applicator" means any person, other than a private, non-commercial or a Commercial Applicator (unless such definitions also apply under the circumstances), that applies fertilizer for the purpose of maintaining turf and/or landscape plants. Institutional Applicators shall include, but shall not be limited to, owners, managers, or employees of public lands, schools, parks, religious institutions, utilities, industrial or business sites and any residential properties maintained in condominium and/or common ownership.
10. "Landscape Plant" means any native or non-native tree, shrub, or groundcover (excluding turf).

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

12. "Prohibited Application Period" means the time period during which a Flood Watch or Warning, a Tropical Storm Watch or Warning, or a Hurricane Watch or Warning is in effect for any portion of the Town of Cloud Lake, issued by the National Weather Service, or if heavy rain (2 inches or more within a twenty-four (24) hour period) is likely.

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

14. "Slow-Release", "Controlled Release", "Timed Release", "Slowly-Available", or "Water Insoluble Nitrogen" means nitrogen in a form which delays its availability for vegetative uptake and use after application, or which extends its availability to the vegetation longer than a reference rapid or quick release product.

15. "Turf", "Sod", or "Lawn" means an area of grass-covered soil held together by the roots of the grass.

16. "Urban Landscape" means pervious areas on residential, institutional, road rights-of-way, or other nonagricultural lands that are planted with turf or landscape plants. For the purposes of this section, agriculture has the same meaning as provided in section 570.02, Florida Statutes.

#### SECTION 8-132. FINDINGS.

As a result of the Florida Department of Environmental Protection's determination that certain water bodies within Palm Beach County are impaired for excessive nutrient levels, the Town of Cloud Lake finds that the best management practices contained in the most recent edition of the "Florida-

Friendly Best Management Practices for Protection of Water Resources by the Green Industries”, are required in this Ordinance.

#### SECTION 8-133. PURPOSE AND INTENT.

This Ordinance regulates the proper use of fertilizers by any applicator; requires proper training of commercial and institutional fertilizer applicators; establishes training and licensing requirements; establishes a Prohibited Application Period; and specifies allowable fertilizer application rates and methods, fertilizer-free zones, and exemptions. This Ordinance requires the use of Best Management Practices to minimize negative environmental effects associated with excessive nutrients in our water bodies. These environmental effects have been observed in and on Palm Beach County’s natural and constructed storm-water conveyances, rivers, creeks, canals, lakes, estuaries and other water bodies. Collectively, these water bodies are an asset important to the environmental, recreational, cultural and economic well-being of Palm Beach County residents and the health of the public. Overgrowth of algae and vegetation hinder the effectiveness of flood attenuation provided by natural and constructed storm-water conveyances. Regulation of nutrients, including both phosphorus and nitrogen contained in fertilizer, is anticipated to help improve and maintain water and habitat quality.

#### SECTION 8-134. APPLICABILITY.

This Ordinance shall be applicable to and shall regulate any and all applicators of fertilizer and areas of application of fertilizer to urban landscapes within the Town of Cloud Lake, unless such application is specifically exempted by Section XI of this Ordinance. This Ordinance shall be prospective only, and shall not impair any existing contracts.

#### SECTION 8-135. TIMING OF FERTILIZER APPLICATIONS.

1. No applicator shall apply fertilizers containing nitrogen and/or phosphorus to turf and/or landscape plants during the Prohibited Application Period or to saturated soils.

2. Fertilizer containing nitrogen and/or phosphorus shall not be applied before seeding or sodding a site, and shall not be applied for the first thirty (30) days after seeding or sodding, except when hydro-seeding for temporary or permanent erosion control in an emergency situation (wildfire, etc), or in accordance with the Storm-water Pollution Prevent Plan for that site.

#### SECTION 8-136. FERTILIZER FREE ZONES.

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

#### SECTION 8-137. FERTILIZER CONTENT AND APPLICATION RATES.

1. Fertilizers applied to turf within the Town of Cloud Lake shall be applied in accordance with requirements and directions provided by Rule 5E-1.003(2), Florida Administrative Code, *Labeling Requirements For Urban Turf Fertilizers*. Under Rule 5E-1.003(2), Florida Administrative Code, required application rate and frequency maximums, which vary by plant and turf types, are found on the labeled fertilizer bag or container.

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

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

#### SECTION 8-138. FERTILIZER APPLICATION PRACTICES.

1. As required in Section VII of this Ordinance, spreader deflector shields shall be used when fertilizing via rotary (broadcast) spreaders. Deflectors must be positioned such that fertilizer granules are deflected away from all impervious surfaces, fertilizer-free zones and water bodies, including wetlands. Any fertilizer applied, spilled, or deposited, either intentionally or accidentally, on any impervious surface shall be immediately and completely removed to the greatest extent practicable.

2. Fertilizer released on an impervious surface must be immediately contained and either legally applied to turf or any other legal site, or returned to the original or other appropriate container.

3. In no case shall fertilizer be washed, swept, or blown off impervious surfaces into storm-water drains, ditches, conveyances, or water bodies.

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

#### SECTION 8-139. MANAGEMENT OF GRASS CLIPPINGS AND VEGETATIVE MATTER.

In no case shall grass clippings, vegetative material, and/or vegetative debris intentionally be washed, swept, or blown on to or into storm-water drains, ditches, conveyances, water bodies, wetlands, sidewalks or roadways. Vegetative material may be placed within the roadway right-of-way, but not over the storm drains, for pick-up by the municipality's vegetative waste hauler.



## SECTION 8-140. EXEMPTIONS.

The provisions set forth above in this Ordinance shall not apply to:

- (a) bona fide farm operations as defined in the Florida Right-to-Farm Act, Section 823.14, Florida Statutes.
- (b) other properties not subject to or covered under the Florida Right-to-Farm Act that have pastures used for grazing livestock.
- (c) any lands used for bona fide scientific research, including, but not limited to, research on the effects of fertilizer use on urban storm-water, water quality, agronomics, or horticulture.

## SECTION 8-141. TRAINING.

1. All commercial and institutional applicators of fertilizer within Palm Beach County shall abide by and successfully complete the six-hour training program in the "Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries" offered by the Florida Department of Environmental Protection through the University of Florida/Palm Beach County Cooperative Extension Service "Florida-Friendly Landscapes" program or an approved equivalent program.
2. Non-commercial and non-institutional applicators not otherwise required to be certified, such as private citizens on their own residential property, are encouraged to follow the recommendations of the University of Florida/IFAS "Florida-Friendly Landscape Program" and label instructions when applying fertilizers.

## SECTION 8-142. LICENSING OF COMMERCIAL APPLICATORS.

1. All businesses applying fertilizer to turf or landscape plants (including, but not limited to, residential lawns, golf courses, commercial properties, and multi-family and condominium properties)

must ensure that the business owner or his/her designee holds the appropriate "Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries" training certificate prior to the business owner obtaining a Local Business Tax Certificate. Owners for any category of occupation which may apply any fertilizer to Turf and/or Landscape Plants shall provide proof of completion of the program to the Town of Cloud Lake Administration Office. It is the responsibility of the business owner to maintain the "Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries" certificate to receive their Business Tax Receipt annually.

2. After December 31, 2013, all commercial applicators of fertilizer within the Town of Cloud Lake, shall have and carry in their possession at all times when applying fertilizer, evidence of certification by the Florida Department of Agriculture and Consumer Services as a Commercial Fertilizer Applicator per Rule 5E-14.117(18), Florida Administrative Code.

3. All businesses applying fertilizer to turf and/or landscape plants (including, but not limited to, residential lawns, golf courses, commercial properties and multi-family and condominium properties) must ensure that at least one (1) employee has an appropriate "Florida-Friendly Best Management Practices for Protection of Water Resources by the Green Industries" training certificate prior to the business owner obtaining a Local Business Tax Certificate. Standard Business Tax Receipt (BTR and transaction fees shall apply).

### SECTION 8-143. ENFORCEMENT.

The provisions of this Ordinance shall be enforced by (1) the Town of Cloud Lake Code Special Master pursuant to the authority granted by Section 162.01 et. seq., Florida Statutes, (2) the Town of Cloud Lake through its authority to enjoin and restrain any person violating its Code of Ordinances, or (3) the Town of Cloud Lake through the provisions of Part II of Chapter 162, Florida Statutes, as may be amended. The Code Enforcement Director may pursue these or any other enforcement remedies available to and applicable to the Town of Cloud Lake.

## SECTION 8-144. PENALTIES.

1. Failure to comply with the requirement of this Ordinance shall constitute a violation of this Ordinance and shall be punishable by a fine not to exceed \$250, per incident, for the violation or a fine not to exceed \$500 per incident for a repeat violation, and, in addition, may include all costs of repairs and remediation including administrative costs. Each new day the violation exists it is considered a separate incident.
2. In determining the amount of fines that should be imposed, the Special Master shall consider the following factors: (1) the gravity of the violation; (2) any actions taken by the violator to correct the violation; and (3) any previous violations committed by the violator. If the Special Master finds the violation is irreparable or irreversible in nature, a fine not to exceed \$15,000 per violation may be imposed.
3. Funds generated by penalties imposed under this Ordinance shall be used by the Town of Cloud Lake for the administration and enforcement of Section 403.9337, Florida Statutes, and the corresponding Sections of this Ordinance and to further water conservation and nonpoint pollution prevention activities.

## SECTION 8-145. APPEALS.

An aggrieved party, including the Town of Cloud Lake, may appeal a final administrative order of a Special Master to the circuit court. Such an appeal shall not be a hearing de novo, but shall be limited to appellate review of the record created before the Special Master. An appeal shall be filed within thirty (30) days of the execution of the order to be appealed.

**SECTION 2.** The provisions of this Ordinance shall become and be made a part of the Town of Cloud Lake Code of Ordinances. The sections of this Ordinance may be renumbered or re-lettered to accomplish such, and the word "ordinance" may be changed to "section", "article", or other appropriate word.

**SECTION 3.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 4.** If any section, paragraph, sentence, clause, phrase, or word of this Ordinance 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 this Ordinance.

**SECTION 5.** The provisions of this Ordinance shall become effective immediately upon passage.

FIRST READING this 10<sup>th</sup> day of October, 2013.

SECOND READING this 14<sup>th</sup> day of November, 2013.

TOWN OF CLOUD LAKE, FLORIDA



Patricia Sater  
MAYOR

Robert M. Church  
Town Council

Marion Chetler Hogg  
Town Council

Craig Luml  
Town Council

Ernesto Fonseca - absent  
Town Council

ATTEST:

Norothy C. Gravelin  
Town Clerk