



Annual Report Form For Individual NPDES Permits For Municipal Separate Storm Sewer Systems (RULE 62-624.600(2), F.A.C.)

- This Annual Report Form must be completed and submitted to the Department to satisfy the annual reporting requirements established in Rule 62-621.600, F.A.C.
- Submit this fully completed and signed form and any REQUIRED attachments by email to the NPDES Stormwater Program Administrator or to the MS4 coordinator (<http://www.dep.state.fl.us/water/stormwater/npdes/contacts.htm>). Files larger than 10MB may be placed on the FTP site at: ftp://ftp.dep.state.fl.us/pub/NPDES_Stormwater/. After uploading files, email the MS4 coordinator or NPDES Program Administrator to notify them the report is ready for downloading; or by mail to the address in the box at right.
- Refer to the Form Instructions for guidance on completing each section.
- **Please print or type information in the appropriate areas below.**

Submit the form and attachments to:
 Florida Department of Environmental Protection
 Mail Station 3585
 2600 Blair Stone Road
 Tallahassee, Florida 32399-2400

SECTION I. BACKGROUND INFORMATION	
A.	Permittee Name: Town of Lake Clarke Shores
B.	Permit Name: Palm Beach County MS4
C.	Permit Number: FLS000018-004
D.	Annual Report Year: <input type="checkbox"/> Year 1 <input checked="" type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:
E.	Reporting Time Period (month/year): 10 / 2017 through 9 / 2018
F.	Name of the Responsible Authority: Daniel Clark
	Title: Town Administrator
	Mailing Address: 1701 Barbados Road
	City: Lake Clark Shores Zip Code: 33406 County: Palm Beach
	Telephone Number: 561-964-1515 Fax Number: 561-964-0685
	E-mail Address: dclark@lakeclarke.org
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Damon Gammons
	Title: Utilities Superintendent
	Department: Public Works
	Mailing Address: 1701 Barbados Road
	City: Lake Clarke Shores Zip Code: 33406 County: Palm Beach
	Telephone Number: 561-642-7870 Fax Number: 561-964-0685
	E-mail Address: dgammons@lakeclarke.org

SECTION II. MS4 MAJOR OUTFALL INVENTORY (Not Applicable in Year 1)	
A.	Number of outfalls ADDED to the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
B.	Number of outfalls REMOVED from the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
C.	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. PART V.B. ASSESSMENT PROGRAM

A.	<p>Provide a brief statement as to the status of water quality monitoring plan implementation. Status may include sampling frequency changes, monitoring location changes, or sampling waiver conditions. <i>DEP Note: If permittee participates in a collaborative monitoring plan, permittee may refer to a joint response as defined by the interlocal agreement.</i></p> <p>Name and date of the approved plan: Current approval of the Group Monitoring Plan is September 8, 2016 (with issuance of the Cycle 4 permit.) Individual Assessment Plan was submitted in September 2017. Status: The Group Monitoring Report is included in the Cycle 4 Joint Annual Report. Our Individual Assessment Plan is awaiting approval by FDEP.</p>
B.	<p>Provide a brief discussion of the monitoring and loading results to date which includes a summary of the water quality monitoring data and / or stormwater pollutant loading changes from the reporting year. <i>DEP Note: Results must be specific to the permittee's SWMP.</i></p> <p>Please refer to the Cycle 4, Year 2 Joint Annual Report for a summary of the Group's water quality monitoring results for the reporting period. Refer to the Cycle 3, Year 6 Joint Annual Report for proposed pollutant loading analysis changes. The best available information on existing pollutant loading estimates is documented in the Cycle 3, Year 3 Joint Annual Report. A revised individual Assessment Plan was submitted in January 2019 and is under review by FDEP and will be implemented during Year 3 of the permit cycle. Note that in any future reporting year, the Group's water quality monitoring data for the reporting period may not be available for 4 to 6 months after the reporting period has ended. Consequently, any water quality data from the Group Program that is used as part of an individual permittee's Assessment Plan for the reporting period, will be based on the previous year's data.</p>
C.	<p>Attach a monitoring data summary as required by the permit. An analysis of the data discussing changes in water quality and/or stormwater pollutant loading from previous reporting years. <i>DEP Note: Analysis must be specific to the permittee's SWMP.</i></p> <p>See response for Section III.B. above.</p>

SECTION IV. FISCAL ANALYSIS

A.	Total expenditures for the NPDES stormwater management program for the current reporting year: \$33,688
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$5,500
C.	<p>Did the current reporting year resources decrease from the previous year? Y <input type="checkbox"/> / N <input checked="" type="checkbox"/></p> <p>If program resources decreased, provide a discussion of the impacts on the implementation of the SWMP.</p>

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

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

Attached	N/A	Required Attachments	Permit Citation	Attachment Number/Title
<input type="checkbox"/>	<input checked="" 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.	Part III.A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	An explanation of why the minimum inspection frequency in Table II.A.1.a. was not met, if applicable.	Part II.A.1	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	A list of the flood control projects that did not include stormwater treatment and an explanation for each of why it did not (if applicable).	Part III.A.4	
<input type="checkbox"/>	<input checked="" 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.	Part V.B.3	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 1 ONLY: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM) in accordance with Rule 62-624.600(2)(a), F.A.C.	Part III.A.1	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	YEAR 2: A summary review of codes and regulations to reduce the stormwater impact from development.	Part III.A.2	Land Development Codes Summary
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major watershed in accordance with Rule 62-624.600(2)(b), F.A.C.	Part V.A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 3: Summary of TMDL Monitoring Results (if applicable).	Part VIII.B.2	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 3: Bacteria Pollution Control Plan (if applicable).	Part VIII.B.3	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 4: A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from development.	Part III.A.2	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 4: A report on any amendments to the applicable legal authority (if applicable).	Part III.A.7.a	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 4: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C. <ul style="list-style-type: none"> The monitoring plan (with revisions, if applicable). If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate. 	Part V.B.3 Part V.A.3	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 4: TMDL Supplemental SWMP (if applicable).	Part VIII.B.3	

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

SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

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

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

Name of Responsible Authority (type or print): Daniel Clark

Title: Town Administrator

Signature:  Date: 1/29/2019

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.					C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity					Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.1	Structural Controls and Stormwater Collection Systems Operation								
	<p>Report the current known inventory.</p> <p>Report the number of inspection and maintenance activities conducted for each applicable type of structure included in Table II.A.1.a, and the percentage of the total inventory of each type of structure inspected and maintained.</p> <p><i>Note: Delete structures that are not in your MS4's inventory. The permittee may choose its own unit of measurement for each structural control to be consistent with the unit of measurement in the documentation. Unit options include: miles, linear feet, acres, etc.</i></p>								
	Type of Structure	Number of Structures	Number of Inspections	Percent Inspected	Number of Maintenance Activities	Percent Maintained			
	Dry retention systems	2	2	100	2	100	Tracking Sheet	LCS	Cleaned Debris
	Dry detention systems	1	1	100	1	100	Tracking Sheet	LCS	Clean
	Major outfalls	4	4	100	0	0	Road Main. Sch.	LCS	
	pipes / culverts (miles)	3.53	1(all)	100	1	<0.1	Road Main. Sch.	LCS	Repl. Section pipe
	Inlets / catch basins / grates	156	156	100	0	0	Work Order	LCS	
	<p>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>					<input type="checkbox"/>			Minimum frequencies met.

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments	
Part III.A.1 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.					
	Strengths: Inspections and resulting maintenance, if required, have occurred more frequently than required per Table II.A.1.a					
	Limitations: There are no known limitations of the SWMP					
	SWMP revisions implemented to address limitations: N/A					
Part III.A.2	Areas of New Development and Significant Redevelopment					
	Report the number of significant development projects, including new and redevelopment, reviewed and approved by the permittee for post-development stormwater considerations.					
	Number of significant development projects reviewed		0	N/A	N/A	N/A
	Number of significant development projects approved		0	N/A	N/A	N/A
	Provide in the Year 2 Annual Report the summary report of the review activity. Provide in the Year 4 Annual Report the follow-up report on plan implementation.					
	Year 2 ONLY: Attach the summary report of the review activity		<input checked="" type="checkbox"/>	N/A	N/A	Land Development Codes Summary attached
Year 4 ONLY: Attach the follow-up report on plan implementation		<input type="checkbox"/>	N/A	N/A	N/A	
Part III.A.2 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.					
	Strengths: N/A					
	Limitations: N/A					
	SWMP revisions implemented to address limitations: N/A					
Part III.A.3	Roadways					
	Report on the litter control program, including the frequency of litter collection, an estimate of the total number of road miles cleaned or amount of area covered by the activities, and an estimate of the quantity of litter collected. <i>Note: If the permittee does not contract activities, delete CONTRACTOR activities.</i>					
	PERMITTEE Litter Control: Frequency of litter collection		2	Website Resolution	LCS	International Coastal; Keep PBC Beautiful
	PERMITTEE Litter Control: Estimated amount of area maintained (miles)		14.2	Website Resolution	LCS	CAD Map
	PERMITTEE Litter Control: Estimated amount of litter collected (lbs)		679	International Report	Coastal Cleanup	Trash 459 Recyclables 220
	CONTRACTOR Litter Control: Frequency of litter collection		1/week	Invoices	Bass Landscaping	Parks
	CONTRACTOR Litter Control: Estimated amount of area maintained (miles)		14.2	Invoices	Bass Landscaping	Parks

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	CONTRACTOR Litter Control: Estimated amount of litter collected (cy)	223	Invoices	Bass Landscaping	Parks 760 bags
	OPTIONAL: If an Adopt-A-Road or similar program is implemented, report the total number of road miles cleaned and an estimate of the quantity of litter collected. If you do not participate in an Adopt-A-Road program, report "0".				
	Trash Pick-up Events: Total miles cleaned	14.2	Website Resolution	Great American Cleanup	Lakes & Canals
	Trash Pick-up Events: Estimated amount of litter collected (cy)	40	American Report	Great American Cleanup	3,280 lbs grbg. 200 lbs recycle. Prev. year reported in lbs.
	Adopt-A-Road: Total miles cleaned	0	0	0	
	Adopt-A-Road: Estimated amount of litter collected (cy)	0	0	0	
	Report on the street sweeping program, including the frequency of the sweeping, total miles swept, an estimate of the quantity of sweepings collected, and the total nitrogen and total phosphorus loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in column F.				
	Frequency of street sweeping	N/A	N/A	N/A	No curb & gutter
	Total miles swept	N/A	N/A	N/A	N/A
	Estimated quantity of sweeping material collected (cy / tons)	N/A	N/A	N/A	N/A
	Total phosphorous loadings removed (pounds)	N/A	N/A	N/A	N/A
	Total nitrogen loadings removed (pounds)	N/A	N/A	N/A	N/A
	Report the equipment yards and maintenances shops that support road maintenance activities, and the number of inspections conducted for each facility.				
	Name of Facility	Number of Inspections			
	N/A	N/A			

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments	
Part III.A.3 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.					
	Strengths: The trash pick up events are effective in providing planned, consistent litter collection.					
	Limitations: There are no known limitations of the SWMP.					
	SWMP revisions implemented to address limitations: N/A					
Part III.A.4	Flood Control Projects					
	Report the total number of flood control projects that were constructed by the permittee during the reporting period and the number of those projects that did NOT include stormwater treatment. The permittee shall provide a list of the projects where stormwater treatment was not included with an explanation for each of why it was not.					
	Report on any stormwater retrofit planning activities and the associated implementation of retrofitting projects to reduce stormwater pollutant loads from existing drainage systems that do not have treatment BMPs.					
	Flood control projects completed during the reporting period		0	N/A	N/A	N/A
	Flood control projects completed that did <u>not</u> include stormwater treatment		0	N/A	N/A	N/A
	Stormwater retrofit projects planned/under construction		0	N/A	N/A	N/A
	Stormwater retrofit projects completed		0	N/A	N/A	N/A
If there were projects that did not include stormwater treatment, provide as an attachment a list of the projects and an explanation for each of why it did not.		<input type="checkbox"/>	N/A	N/A	N/A	
Part III.A.4 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.					
	Strengths: N/A					
	Limitations: N/A					
	SWMP revisions implemented to address limitations: N/A					
Part III.A.5	Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit					
	Report the applicable facilities and the number of the inspections conducted for each facility.					
	Name of Facility		Number of Inspections			
	None		N/A	N/A	N/A	N/A
Part III.A.5 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.					
	Strengths: N/A					
	Limitations: N/A					
	SWMP revisions implemented to address limitations: N/A					
Part III.A.6	Pesticides, Herbicides, and Fertilizer Application					
	Report the number of permittee personnel applicators and contracted commercial applicators of pesticides and herbicides who are FDACS certified / licensed.					
	Report the number of permittee personnel who have been trained through the Green Industry BMP Program and the number of contracted commercial					

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	applicators of fertilizer who are FDACS certified / licensed.				
	PERSONNEL: FDACS public applicators of pesticides/herbicides	0	N/A	N/A	No personnel apply pesticides
	CONTRACTORS: FDACS commercial applicators of pesticides/ herbicides	3	PHF Licenses	FDACS	Bass Clark Aquatic Weed Control Safe Home Pest Control
	PERSONNEL: Green Industry BMP Program training completed	1	Licenses	LCS	Kyle
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	1	Licenses	Bass Landscaping	Bass
	Provide a copy of the adopted ordinance with the Year 2 Annual Report. If this provision is not applicable because the permittee is not within the watershed of a nutrient-impaired water body, indicate that in Column F.				
	Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance	<input type="checkbox"/>			N/A
	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, and the number of Web site visits (if applicable).				
	Public Education and Outreach Program	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.			
	Public displays (e.g., kiosks, storyboards, posters, etc.)	3	N/A	LCS	Annual BBQ Information Stand Town Hall
	Number of visitors to stormwater-related pages	84	Google Analytics	LCS	N/A
Part III.A.6 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.				
	Strengths: The public outreach activities are conducted in a consistent manner. Additional educational posters have been added to the Town Hall lobby.				
	Limitations: There are no known limitations of the SWMP.				
	SWMP revisions implemented to address limitations: N/A				
Part III.A.7.a	Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures				
	Report amendments in Year 4.				
	Year 4 ONLY: Attach a report on amendments to applicable legal authority	<input type="checkbox"/>			N/A
Part III.A.7.c	Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal				
	Report on the proactive inspection program, including the number of inspections conducted by the permittee, the number of illicit activities found, and the number				

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
	and type of enforcement actions taken.				
	Proactive inspections for suspected illicit discharges	1	Tracking Sheet	LCS	Whole Town Drainage Systems Waterways
	Illicit discharges found during a proactive inspection	0	Illicit Discharge Log	LCS	
	NOV/WL/citation/fines issued for illicit discharges found during proactive inspection	0	Illicit Discharge Log	LCS	
	Report on the reactive investigation program as it relates to responding to reports of suspected illicit discharges, including the number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken.				
	Reports of suspected illicit discharges received	1	Illicit Discharge Log	LCS	Swimming pool drained to C.B.
	Reactive investigations of reports of suspected illicit discharges etc.	1	Illicit Discharge Log	LCS	Swimming pool drained to C.B.
	Illicit discharges etc. found during reactive investigation	1	Illicit Discharge Log	LCS	Swimming pool drained to C.B.
	NOV/WL/citation/fines issued for illicit discharges etc. found during reactive investigation	1	Property File	LCS	Swimming pool drained to C.B.
	Report the type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training) within the reporting year.				
	Personnel trained	2	Sign-In Sheets	NPDES Group	Eddie, Jay
	Contractors trained	0	N/A		
Part III.A.7.d	Illicit Discharges and Improper Disposal — Spill Prevention and Response				
	Report on the spill prevention and response activities, including the number of spills addressed.				
	Hazardous and non-hazardous material spills responded to	0	PBC	PBC	
	Report the type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training) within the reporting year.				
	Personnel trained	2	Sign-In Sheet	NPDES Group	Eddie, Jay
	Contractors trained	0	N/A		
Part III.A.7.e	Illicit Discharges and Improper Disposal — Public Reporting				
	Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type and number of activities conducted, the type and number of materials distributed, and the number of Web site visits (if applicable).				
	Public Education and Outreach Program	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.			
	Brochures/Flyers/Fact sheets distributed	0	N/A	N/A	N/A

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	Public displays (e.g., kiosks, storyboards, posters, etc.)	3	N/A	LCS	Annual BBQ Information Stand Town Hall
	Number of visitors to stormwater-related pages	84	Google Analytics	LCS	N/A
Part III.A.7.f	Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control				
	Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the proper use and disposal of oils, toxics, and household hazardous waste, including the type and number of activities conducted, the type and number of materials distributed, the amount of waste collected / recycled / properly disposed, and the number of Web site visits (if applicable).				
	Public Education and Outreach Program	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.			
	Public displays (e.g., kiosks, storyboards, posters, etc.)	3	N/A	LCS	Annual BBQ Information Stand Town Hall
	Number of visitors to stormwater-related pages	84	Google Analytics	LCS	N/A
Part III.A.7.g	Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage				
	Report on the type and number of activities undertaken to reduce or eliminate SSOs and inflow/ infiltration, the number of SSOs or inflow / infiltration incidents found and the number resolved, and the name of the owner of the sanitary sewer system within the permittee's jurisdiction. Report only the SSOs and inflow / infiltration incidents into the MS4.				
	Owner of the sanitary sewer system	Homeowner Septic Tanks, some PBCWUD, LCS Gravity, 3LS & FM			
	Activity to reduce/eliminate SSOs and I&I: (description)	N/A	N/A	N/A	Gravity and LS are new systems Weekly Inspections
	Activity to reduce/eliminate SSOs and I&I: (description)	N/A	N/A	N/A	N/A
	SSO incidents discovered	0	N/A	N/A	N/A
	SSO incidents resolved	N/A	N/A	N/A	N/A
	Inflow / infiltration incidents discovered	0	0	0	0
	Inflow / infiltration incidents resolved	N/A	N/A	N/A	N/A

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Part III.A.7 Summary	For activities required by Part III.A.7: Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.							
	Strengths: N/A							
	Limitations: N/A							
	SWMP Revisions implemented to address limitations: N/A							
Part III.A.8.a	Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections							
	Report on the high-risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year.							
	Report on the high-risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken.							
	Type of Facility			Number of Facilities	Number of Inspections	Enforcement Actions		
	Operating municipal landfills			0	N/A	N/A	N/A	N/A
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities			0	N/A	N/A	N/A	N/A
	EPCRA Title III, Section 313 facilities (TRI)			0	N/A	N/A	N/A	N/A
Facilities determined as high risk by the permittee			0	N/A	N/A	N/A	N/A	
Part III.A.8.b	Industrial and High-Risk Runoff — Monitoring for High Risk Industries							
	Report the number of high risk facilities sampled.							
	High risk facilities sampled			N/A	N/A	N/A	N/A	
Part III.A.8 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.							
	Strengths: N/A							
	Limitations: N/A							
	SWMP revisions implemented to address limitations: N/A							
Part III.A.9.a	Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices							
	Report the number of permittee and private pre-construction site plans reviewed for stormwater, erosion, and sedimentation controls, and the number approved.							
	PERMITTEE SITES: Construction site plans reviewed			0	N/A	LCS	LCS Built Out	
	PERMITTEE SITES: Construction site plans approved			0	N/A	LCS	LCS Built Out	
	PRIVATE SITES: Construction site plans reviewed			0	N/A	LCS	LCS Built Out	
	PRIVATE SITES: Construction site plans approved			0	N/A	LCS	LCS Built Out	
	Report the number of development permit applicants notified of the ERP and CGP, and the number of applicants who confirmed ERP and CGP coverage.							
Notified of ERP stormwater permit requirements			0	N/A	LCS	Codes &		

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A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	Confirmed ERP coverage	0	N/A	LCS	Ordinances 86-862,88-88.20-C
	Notified of CGP stormwater permit requirements	0	N/A	LCS	Codes & Ordinances 86-862,88-88.20-C
	Confirmed CGP coverage	0	N/A	LCS	
Part III.A.9.b	Construction Site Runoff — Inspection and Enforcement				
	Report on the inspection program for privately-operated and permittee-operated construction sites, including the number of active construction sites during the reporting year, the number of inspections of active construction sites, the percentage of active construction sites inspected, and the number and type of enforcement actions / referrals taken.				
	PERMITTEE SITES: Active construction sites	0	N/A	LCS	
	PERMITTEE SITES: Pre-, During, and Post inspections of active construction sites for E&S and waste control BMPs	0	N/A	LCS	
	PERMITTEE SITES: Percentage of active construction sites inspected	0	N/A	LCS	
	PRIVATE SITES: Active construction sites	0	N/A	LCS	
	PRIVATE SITES: Pre-, During, and Post inspections of active construction sites for E&S and waste control BMPs	0	N/A	LCS	
	PRIVATE SITES: Percentage of active construction sites inspected	0	N/A	LCS	
	Enforcement Action	0	N/A	LCS	
Part III.A.9.c	Construction Site Runoff — Site Operator Training				
	Report the type of training activities, the number of inspectors, site plan reviewers and site operators trained (both in-house and outside training).				
		DEP Certification	Annual Training		
	Permittee construction site inspectors	1	1	Certificates	Hy-Byrd Inspections
	Permittee construction site plan reviewers		0	N/A	N/A
	Permittee construction site operators		0	N/A	N/A
Part III.A.9 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.				
	Strengths: Training has been obtained on a consistent basis.				
	Limitations: There are no known limitations of the SWMP.				
	SWMP revisions implemented to address limitations: N/A				

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

A.	Permit Citation/ SWMP Element	Proposed Changes to the Stormwater Management Program Activities Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) — REQUIRES DEP APPROVAL PRIOR TO CHANGE IF PROPOSING TO REPLACE OR DELETE AN ACTIVITY.
		N/A
B.	Permit Citation/ SWMP Element	Changes to the Stormwater Management Program Activities NOT Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change)
		N/A

SECTION IX. TMDL Status Report

A.	YEAR 1 Provide a table summarizing the status of the TMDL process. Include a list of prioritized TMDLs and their monitoring and implementation schedule; and include the Identification number of the outfall prioritized for TMDL monitoring.								
	WBID Number	Segment/ Waterbody/ Basin	Pollutant of Concern	TMDL DEP / EPA	Percent Reduction (WLA)	Priority Rank	Priority Outfall	Monitoring Summary / BPCP Due Date	Supplemental SWMP Due Date
	N/A			<input type="checkbox"/> / <input type="checkbox"/>		1		(Year 3 AR)	(Year 4 AR; N/A) if BPCP)
				<input type="checkbox"/> / <input type="checkbox"/>					
B.	YEAR 3 and annually thereafter, provide a summary of the estimated load reductions that have occurred for the pollutant(s) of concern being discharged from the MS4 to the TMDL water body during the reporting period and cumulatively since the date the Supplemental SWMP was implemented. Year 3: Submit a Monitoring data summary or BPCP (if applicable). Year 4: Submit a Supplemental SWMP (if applicable).								
	WBID Number	Pollutant of Concern	Monitoring Summary / BPCP Submitted	Supplemental SWMP Submitted	Projected load reductions OR Actual load reductions to date				
	N/A		(Year 3 AR)	(Year 4 AR; N/A if BPCP)					
C.	Provide a brief statement as to the status of TMDL implementation according to Part VIII.B of the permit (e.g. status of monitoring to validate WLA): No discharge to a TMDL WBID at the time of permit issuance.								

Town of Lake Clarke Shores

Land Development Codes Summary

List of Regulations Reviewed

Code of Ordinances for the Town of Lake Clarke Shores;

- Chapter 10 – Buildings and Building Regulations, Article III – Lot Clearing and Filling
- Chapter 117 – Subdivision and Development Regulations, Article III – Improvements, Division 2 – Requirements, Sec. 117-88 – Clearing; Grading; Filling., Sec. 117-89 Drainage.
- Chapter 117 – Subdivision and Development Regulations, Article IV – Design Requirements, Sec. 117-190 – Stormwater Management System
- Chapter 125 – Zoning, Article V – Nonconformities, Division 4 – restrictions and Limitations on Components of Use, Sec. 125-239 – Increase exterior; expansion; enlargement
- Chapter 125 – Zoning, Article V – Nonconformities, Division 4 – restrictions and Limitations on Components of Use, Sec. 125-234 – Replacement; restoration; reconstruction

List of Current Techniques Aimed at Reducing the Stormwater Impacts

- New stormwater management systems to consider improvement of substandard systems - “New development to take into account the possibility that substandard systems may be improved in the future.” (Sec. 117-190(a))
- Minimum design criteria of three-year storm – “Rainfall runoff, surface water and groundwaters shall be managed in subdivisions to minimize degradation of water quality, nutrients, turbidity, debris and other harmful substances, and maximize percolation and detention to promote the reuse of this resource. Stormwater treatment facilities shall be designed, sized and performance evaluated to accommodate, as a minimum requirement, a three-year storm.” (Sec. 117-190(c))
- Runoff to be directed over pervious areas – “Runoff from roads, parking lots, roofs and other impervious surfaces should be directed over areas where percolation into soil can be accomplished prior to introduction into any storm sewer or other receiving facilities.” (Sec. 117-190(c))
- Treatment of runoff via vegetation – “Pervious areas should be covered with vegetation requiring periodic cutting and removal.” (Sec. 117-190(c))
- Limitation of flows over impervious areas – “The maximum recommended runoff flow distance over impervious surfaces before being diverted to percolation areas should be 50 feet...” (Sec. 117-190(c))
- Recovery of treatment volume required – “Temporary ponding is allowable in areas specifically designed with high percolation rates so that ponding does not last more than eight hours.” (Sec. 117-190(c))
- Non-Complying Off Street Parking not allowed to expand without full compliance – “A nonconforming component of use shall not be increased, extended, expanded, or enlarged to occupy a greater land area than was occupied on the adoption date of this Code or in any manner which increases its noncompliance with the property development regulation of this chapter, unless such nonconforming component of use is brought into full compliance with all other property development regulations of the zoning district.” (Sec. 125-240)
- Redeveloped buildings of greater than 50% of value or 50% of physical area shall be brought into full compliance. (Sec. 125-240)

Town of Lake Clarke Shores

Land Development Codes Summary

List of Techniques Recommended/Proposed for Future Incorporation into the Regulations

- After a review of current requirements, no additional techniques are recommended. Ordinances identify specific goals, criteria and methods for reduction of stormwater impacts of new development and redevelopment.

Plan for Implementing Changes

- After a review of current requirements, no additional techniques are recommended.

Dry Detention and/or Retention System – Structural Control Inspection

Standard Operational/Maintenance/Documentation Protocol

There is 1 dry detention system at Community Park and 2 dry retention systems at Memorial Park and Pine Tree Park that are part of our MS4.

Inspections:

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

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

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

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

Maintenance:

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

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

Documentation:

The documentation for the inspection and maintenance activities related to the dry detention/retention systems is to be provided on the inspection forms.

Dry Detention System – Structural Control Inspection

Facility ID: Community Park

Date: _____

Inspection conducted _____ days/hours after significant rainfall event.

FUNCTION:

Wet bottom? YES NO

Dead or dying vegetation on bottom? YES NO

Any signs of accumulated sediment? YES NO

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

EROSION:

Vegetation on bottom and side slopes failing? YES NO

Any signs of erosion? YES NO

If YES, describe and schedule for maintenance: _____

INFLOW STRUCTURE:

Any signs of erosion? YES NO

Any signs of structure settling? YES NO

Any signs of physical damage? YES NO

Any signs of accumulated sediment? YES NO

If YES to any of the above, schedule the structure for maintenance.

Any debris present? YES NO

If YES, remove debris or schedule for maintenance.

OUTFLOW STRUCTURE (for Dry Detention systems only):

Any signs of erosion? YES NO

Any signs of structure settling? YES NO

Any signs of physical damage? YES NO

Any signs of accumulated sediment? YES NO

If YES to any of the above, schedule the structure for maintenance.

Any debris present? YES NO

If YES, remove debris or schedule for maintenance.

GENERAL:

Any signs of "excessive petroleum hydrocarbon contamination"? YES NO

Any indications of illicit discharge or illegal dumping?

YES

NO

If YES, address issue as required.

Dry Retention System – Structural Control Inspection

Facility ID: Memorial Park

Date: _____

Inspection conducted _____ days/hours after significant rainfall event.

FUNCTION:

Wet bottom? YES NO N/A

Dead or dying vegetation on bottom? YES NO

Any signs of accumulated sediment? YES NO

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

EROSION:

Vegetation on bottom and side slopes failing? YES NO

Any signs of erosion? YES NO

If YES, describe and schedule for maintenance: _____

INFLOW STRUCTURE:

Any signs of erosion? YES NO

Any signs of structure settling? YES NO

Any signs of physical damage? YES NO

Any signs of accumulated sediment? YES NO

If YES to any of the above, schedule the structure for maintenance.

Any debris present? YES NO

If YES, remove debris or schedule for maintenance.

OUTFLOW STRUCTURE (for Dry Detention systems only):

Any signs of erosion? YES NO

Any signs of structure settling? YES NO

Any signs of physical damage? YES NO

Any signs of accumulated sediment? YES NO

If YES to any of the above, schedule the structure for maintenance.

Any debris present? YES NO

If YES, remove debris or schedule for maintenance.

GENERAL:

Any signs of "excessive petroleum hydrocarbon contamination"? YES NO

Any indications of illicit discharge or illegal dumping?

YES

NO

If YES, address issue as required.

Dry Retention System – Structural Control Inspection

Facility ID: Pine Tree Park

Date: _____

Inspection conducted _____ days/hours after significant rainfall event.

FUNCTION:

Wet bottom? YES NO N/A

Dead or dying vegetation on bottom? YES NO

Any signs of accumulated sediment? YES NO

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

EROSION:

Vegetation on bottom and side slopes failing? YES NO

Any signs of erosion? YES NO

If YES, describe and schedule for maintenance: _____

INFLOW STRUCTURE:

Any signs of erosion? YES NO

Any signs of structure settling? YES NO

Any signs of physical damage? YES NO

Any signs of accumulated sediment? YES NO

If YES to any of the above, schedule the structure for maintenance.

Any debris present? YES NO

If YES, remove debris or schedule for maintenance.

OUTFLOW STRUCTURE (for Dry Detention systems only):

Any signs of erosion? YES NO

Any signs of structure settling? YES NO

Any signs of physical damage? YES NO

Any signs of accumulated sediment? YES NO

If YES to any of the above, schedule the structure for maintenance.

Any debris present? YES NO

If YES, remove debris or schedule for maintenance.

GENERAL:

Any signs of “excessive petroleum hydrocarbon contamination”? YES NO

Any indications of illicit discharge or illegal dumping?

YES

NO

If YES, address issue as required.

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

There are 4 major stormwater outfalls (MSWOs) that are part of our MS4. A MSWO is defined as:

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

The MSOWs within our MS4 are located on the attached map.

Inspections:

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

Maintenance:

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

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

Documentation:

The documentation for the inspection and maintenance activities related to major stormwater outfalls is to be provided on the inspection forms.

Major Stormwater Outfalls – Structural Control Inspection

Facility ID: Palm Terrace

Date: _____

FUNCTION:

Debris or sediment accumulation in pipe?	YES	NO	N/A
Barnacle accumulation in pipe?	YES	NO	N/A
Sediment accumulation in receiving water?	YES	NO	N/A
Pipe in need of repair/replacement?	YES	NO	N/A

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

GENERAL:

Any indications of illicit discharge or illegal dumping? YES NO

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

Signs of erosion on bank near outfall? YES NO

Rip-rap in need of maintenance? YES NO

Headwall in need of repair/replacement? YES NO

If YES, schedule for maintenance.

Major Stormwater Outfalls – Structural Control Inspection

Facility ID: Nemeo Drive North

Date: _____

FUNCTION:

Debris or sediment accumulation in pipe?	YES	NO	N/A
Barnacle accumulation in pipe?	YES	NO	N/A
Sediment accumulation in receiving water?	YES	NO	N/A
Pipe in need of repair/replacement?	YES	NO	N/A

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

GENERAL:

Any indications of illicit discharge or illegal dumping? YES NO

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

Signs of erosion on bank near outfall? YES NO

Rip-rap in need of maintenance? YES NO

Headwall in need of repair/replacement? YES NO

If YES, schedule for maintenance.

Major Stormwater Outfalls – Structural Control Inspection

Facility ID: Barbados Road

Date: _____

FUNCTION:

Debris or sediment accumulation in pipe?	YES	NO	N/A
Barnacle accumulation in pipe?	YES	NO	N/A
Sediment accumulation in receiving water?	YES	NO	N/A
Pipe in need of repair/replacement?	YES	NO	N/A

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

GENERAL:

Any indications of illicit discharge or illegal dumping? YES NO

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

Signs of erosion on bank near outfall? YES NO

Rip-rap in need of maintenance? YES NO

Headwall in need of repair/replacement? YES NO

If YES, schedule for maintenance.

Major Stormwater Outfalls – Structural Control Inspection

Facility ID: Carandis Road

Date: _____

FUNCTION:

Debris or sediment accumulation in pipe?	YES	NO	N/A
Barnacle accumulation in pipe?	YES	NO	N/A
Sediment accumulation in receiving water?	YES	NO	N/A
Pipe in need of repair/replacement?	YES	NO	N/A

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

GENERAL:

Any indications of illicit discharge or illegal dumping? YES NO

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

Signs of erosion on bank near outfall? YES NO

Rip-rap in need of maintenance? YES NO

Headwall in need of repair/replacement? YES NO

If YES, schedule for maintenance.

Pesticide, Herbicide & Fertilizer Minimization Procedures

In accordance with our MS4 permit, the Town of Lake Clarke Shores continues to endeavor to minimize its use of pesticides, herbicides, and fertilizers on public property. The procedures used to achieve this are as follows:

Pesticides & Herbicides

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

Fertilizers

All personnel and contractors who apply fertilizers must demonstrate proof of training through the Green Industry BMP Program. In addition, contracted applicators are required to prove certification for “urban landscape commercial fertilizer application.”

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

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