



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 Manalapan
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: Linda Stumpf
	Title: Town Manager
	Mailing Address: 600 South Ocean Avenue
	City: Manalapan Zip Code: 33462 County: Palm Beach
	Telephone Number: (561) 383-2540 Fax Number: (561) 585-9498
	E-mail Address: lstumpf@manalapan.org
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Lisa Petersen
	Title: Town Clerk
	Department: Administration
	Mailing Address: 600 South Ocean Avenue
	City: Manalapan Zip Code: 33462 County: Palm Beach
	Telephone Number: (561) 383-2541 Fax Number: (561) 585-9498
	E-mail Address: lpetersen@manalapan.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): (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Applicable)
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 checked="" type="checkbox"/> No <input 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 checked="" type="checkbox"/> No <input 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.</p> <p>Status: 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.</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.</p> <p>The newly-developed, individual Assessment Plan 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: \$5,450
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$5,450
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	
<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): Linda Stumpf

Title: Town Manager

Signature:  Date: 03/29/19

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				
	Report the current known inventory.				
	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.				
	<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>				
	Type of Structure	Number of Structures	Number of Inspections	Percent Inspected	Number of Maintenance Activities
	Dry retention systems	0			Maintained Percent
	Exfiltration trench / French drains (lf)	0			
	Grass treatment swales (miles)	0			
	Detention with filtration systems	0			
	Pollution control boxes	0			
	Major outfalls	0			
	pipes / culverts (miles)	0			
	Canals	0			
	Inlets / catch basins / grates	12	6	100	6
	NPDES Stormwater System Maintenance Inspection Checklist				100
	Building Department Staff				Maintenance performed when needed
	Ditches / conveyance swales (miles)	15,840	6	100	6
	Roadway Maintenance Schedule				100
	Building Department Staff				Maintenance performed when needed
	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.				

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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: Simple catch basin system with no major flooding Limitations: None. SWMP revisions implemented to address limitations: None.																												
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.	<table border="1"> <tr> <td>Number of significant development projects reviewed</td> <td>0</td> <td>None</td> <td>None</td> </tr> <tr> <td>Number of significant development projects approved</td> <td>0</td> <td>None</td> <td>None</td> </tr> </table>	Number of significant development projects reviewed	0	None	None	Number of significant development projects approved	0	None	None																			
Number of significant development projects reviewed	0	None	None																										
Number of significant development projects approved	0	None	None																										
Part III.A.2 Summary	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"/> Year 4 ONLY: Attach the follow-up report on plan implementation <input type="checkbox"/> Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.																												
Part III.A.2 Summary	Strengths: None. Limitations: None. SWMP revisions implemented to address limitations: None.																												
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 PERMITTEE Litter Control: Estimated amount of area maintained (lf) PERMITTEE Litter Control: Estimated amount of litter collected (cy) PERMITTEE Litter Control: Frequency of litter collection CONTRACTOR Litter Control: Estimated amount of area maintained (lf) CONTRACTOR Litter Control: Estimated amount of litter collected (cy)	<table border="1"> <tr> <td>Daily</td> <td></td> <td></td> <td></td> </tr> <tr> <td>5.34</td> <td>ROW Map</td> <td>Building Dept.</td> <td>None</td> </tr> <tr> <td>Less than 1 bag per month</td> <td>Roadway Maintenance Schedule and Litter Control Program</td> <td>Building Department</td> <td>The little is collected when seen but not measured</td> </tr> <tr> <td>0</td> <td>None</td> <td>None</td> <td>None</td> </tr> <tr> <td>0</td> <td>None</td> <td>None</td> <td>None</td> </tr> <tr> <td>0</td> <td>None</td> <td>None</td> <td>None</td> </tr> </table>	Daily				5.34	ROW Map	Building Dept.	None	Less than 1 bag per month	Roadway Maintenance Schedule and Litter Control Program	Building Department	The little is collected when seen but not measured	0	None	None	None	0	None	None	None	0	None	None	None			
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5.34	ROW Map	Building Dept.	None																										
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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p>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".</p> <p>Trash Pick-up Events: Total miles cleaned</p> <p>Trash Pick-up Events: Estimated amount of litter collected (cy)</p> <p>Adopt-A-Road: Total miles cleaned</p> <p>Adopt-A-Road: Estimated amount of litter collected (cy)</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>No event this year</p> <p>No event this year</p> <p>None</p> <p>None</p>
	<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 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.</p> <p>Frequency of street sweeping</p> <p>Estimated quantity of sweeping material collected (cy / tons)</p> <p>Total phosphorous loadings removed (pounds)</p> <p>Total nitrogen loadings removed (pounds)</p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p> <p>None</p>	<p>DOT maintains South Ocean Blvd. (main road). The Town's inside roads do not have curb and gutter</p> <p>None</p> <p>None</p> <p>None</p> <p>None</p>
	<p>Report the equipment yards and maintenances shops that support road maintenance activities, and the number of inspections conducted for each facility.</p>	<p>Number of Inspections</p>			
	<p>Name of Facility</p> <p>Town of Manalapan does not have any of these facilities</p>	<p>0</p>	<p>None</p>	<p>None</p>	

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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: Re-paved in 2013 Limitations: None. SWMP revisions implemented to address limitations: None.				
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.				
Part III.A.4 Summary	Flood control projects completed during the reporting period Flood control projects completed that did <u>not</u> include stormwater treatment Stormwater retrofit projects planned/under construction Stormwater retrofit projects completed If there were projects that did not include stormwater treatment, provide as an attachment a list of the projects and an explanation for each of why it did not. Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit. Strengths: No flooding on property of Town of Manalapan Limitations: None. SWMP revisions implemented to address limitations: None.	0 0 0 0 <input type="checkbox"/>	Five Year Capital Improvement Plan Five Year Capital Improvement Plan None None	Building Department Building Department None None	None for the year reporting None for the year reporting None None

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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.5	<p>Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit</p> <p>Report the applicable facilities and the number of the inspections conducted for each facility.</p>	<p>Number of Inspections</p> <p>0</p>	<p>None</p>	<p>None</p>	
Part III.A.5 Summary	<p>Name of Facility</p> <p>Town of Manalapan does not have any of these facilities</p>				
Part III.A.6	<p>Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.</p> <p>Strengths: None.</p> <p>Limitations: None.</p> <p>SWMP revisions implemented to address limitations: None.</p> <p>Pesticides, Herbicides, and Fertilizer Application</p> <p>Report the number of permittee personnel applicators and contracted commercial applicators of pesticides and herbicides who are FDACS certified / licensed.</p> <p>Report the number of permittee personnel who have been trained through the Green Industry BMP Program and the number of contracted commercial applicators of fertilizer who are FDACS certified / licensed.</p>	<p>PERSONNEL: FDACS public applicators of pesticides/herbicides</p> <p>0</p> <p>CONTRACTORS: FDACS commercial applicators of pesticides/ herbicides</p> <p>1</p> <p>PERSONNEL: Green Industry BMP Program training completed</p> <p>0</p> <p>CONTRACTORS: FDACS certified / licensed applicators of fertilizer</p> <p>0</p>	<p>None</p> <p>Proof of Coverage Certificate of Liability Insurance</p> <p>None</p> <p>None</p>	<p>None</p> <p>Town of Manalapan</p> <p>None</p> <p>None</p>	<p>Applied by contractors</p> <p>Shorman's Pest Control</p> <p>No fertilizers are applied</p>
	<p>Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance <input type="checkbox"/></p> <p>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).</p> <p>Public Education and Outreach Program</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>Brochures/Flyers/Fact sheets distributed</p> <p>Neighborhood presentations: Number conducted</p> <p>Neighborhood presentations: Number of participants</p>				

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	<p>Newspapers & newsletters: Number of articles/notices published Newsletters: Number of newsletters distributed Public displays (e.g., kiosks, storyboards, posters, etc.) Radio or television Public Service Announcements (PSAs) School presentations: Number of participants Seminars/Workshops: Number of participants Seminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants Number of visitors to stormwater-related pages</p>				
Part III.A.6 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.				
	Strengths: Bi-monthly application with certified company				
	Limitations: None.				
	SWMP revisions implemented to address limitations: None.				
Part III.A.7.a	<p>Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures</p> <p>Report amendments in Year 4.</p>				
	Year 4 ONLY: Attach a report on amendments to applicable legal authority <input type="checkbox"/>				
Part III.A.7.c	<p>Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal</p> <p>Report on the proactive inspection program, including the number of inspections conducted by the permittee, the number of illicit activities found, and the number and type of enforcement actions taken.</p>				
	<p>Proactive inspections for suspected illicit discharges</p> <p>Illicit discharges found during a proactive inspection</p> <p>NOVWL/citation/fines issued for illicit discharges found during proactive inspection</p>	<p>0</p> <p>0</p> <p>0</p>	<p>NPDES Stormwater System Maintenance Inspection Checklist</p> <p>NPDES Stormwater System Maintenance Inspection Checklist</p> <p>Violation Notice</p>	<p>Building Department</p> <p>Building Department</p> <p>Building/Police Department</p>	<p>None during this reporting period</p> <p>None were found during this reporting period</p> <p>None were filed during this reporting year</p>

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	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	0	NPDES Stormwater System Maintenance Inspection Checklist	Building/Police Department	None were reported during this reporting period
	Reactive investigations of reports of suspected illicit discharges etc.	0	NPDES Stormwater System Maintenance Inspection Checklist	Building/Police Department	None
	Illicit discharges etc. found during reactive investigation	0	NPDES Stormwater System Maintenance Inspection Checklist	Building/Police Department	None were found during this reporting year
	NOV/WL/citation/fines issued for illicit discharges etc. found during reactive investigation	0	Violation Notice	Building/Police Department	None were found during this reporting year
	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	BC MS4 NPDES Annual Staff Training	Meeting Attendance
	Contractors trained	None	None	None	None
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	Spill Prevention and Response Procedure	Fire Department	Meeting Attendance
	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 Illicit Discharge, Detection and Elimination	Meeting Attendance

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Part III.A.7.e	<p>Illicit Discharges and Improper Disposal — Public Reporting</p> <p>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).</p>	None	None	None	None
	<p>Public Education and Outreach Program</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>Brochures/Flyers/Fact sheets distributed</p> <p>Once a month</p>	None	None	Town of Manalapan	Are found in the Town's lobby
Part III.A.7.f	<p>Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control</p> <p>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).</p>				
	<p>Public Education and Outreach Program</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>Brochures/Flyers/Fact sheets distributed</p> <p>Once a month</p>	None	None	Town of Manalapan	Are found in the Town's lobby

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	<p>Neighborhood presentations: Number of participants Newspapers & newsletters: Number of articles/notices published Newsletters: Number of newsletters distributed Public displays (e.g., kiosks, storyboards, posters, etc.) Radio or television Public Service Announcements (PSAs) School presentations: Number of participants Seminars/Workshops: Number of participants Seminars/Workshops: Number of participants Special events: Number conducted Special events: Number of participants Storm sewer inlets newly marked/replaced Number of visitors to stormwater-related pages</p>	<p>Once every 3 months</p>	<p>None</p>	<p>Town of Manalapan</p>	
Part III.A.7.g	Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage				
	<p>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.</p>				
	<p>Owner of the sanitary sewer system Activity to reduce/eliminate SSOs and I&I: (description) Activity to reduce/eliminate SSOs and I&I: (description)</p>	<p>The Town of Manalapan has septic tanks 0 0</p>	<p>None None None</p>	<p>None None Building Department</p>	<p>None None Reports are kept on file when discovered None None None</p>
Part III.A.7 Summary	<p>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: No calls or reports. Limitations: None. SWMP Revisions implemented to address limitations: None.</p>	<p>0 0 0 0</p>	<p>Incident Report Incident Report Incident Report</p>	<p>Building Department Building Department Building Department Building Department</p>	<p>None None None None</p>
Part III.A.8.a	Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections				
	<p>Report on the high-risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year.</p>				

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		
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	0	0	Solid Waste Facility inventory Report printout from DEP website	Engenuity Group, Inc.	None
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	0	0	0	Hazardous Waste Facility inventory Report printout from DEP website	0	0	0	Hazardous Waste Facility inventory Report printout from DEP website	Engenuity Group, Inc.	None
	EPCRA Title III, Section 313 facilities (TRI)	0	0	0	Toxics Release Inventory (TRI) printout from EPA website	0	0	0	Toxics Release Inventory (TRI) printout from EPA website	Engenuity Group, Inc.	None
	Facilities determined as high risk by the permittee	0	0	0	Superfund (CERCLIS) printout from EPA website	0	0	0	Superfund (CERCLIS) printout from EPA website	Engenuity Group, Inc.	None
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			0	None	None	Town of Manalapan does not have any high risk facilities				

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.8 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit. Strengths: No Industry. Limitations: None. SWMP revisions implemented to address limitations: None.				
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	Site Plan Review Procedures	Building Department	No plans were reviewed
	PERMITTEE SITES: Construction site plans approved	0	Site Plan Review Procedures	Building Department	None
	PRIVATE SITES: Construction site plans reviewed	0	Site Plan Review Procedures	Building Department	No plans were reviewed
	PRIVATE SITES: Construction site plans approved	0	Site Plan Review Procedures	Building Department	None
	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	None	None	None
	Confirmed ERP coverage	0	None	None	None
	Notified of CGP stormwater permit requirements	0	None	None	None
	Confirmed CGP coverage	0	None	None	None
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	Construction Site Inspection	Building Department	None
	PERMITTEE SITES: Pre-, During, and Post inspections of active construction sites for E&S and waste control BMPs	0	Construction Site Inspection	Building Department	None
	PERMITTEE SITES: Percentage of active construction sites inspected	0	Construction Site Inspection	Building Department	No construction sites for this reporting period
	PRIVATE SITES: Active construction sites	0	Construction Site Inspection	Building Department	None

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: Pre-, During, and Post inspections of active construction sites for E&S and waste control BMPs	0	Construction Site Inspection	Building Department	No construction sites for this reporting period
	PRIVATE SITES: Percentage of active construction sites inspected	0	Construction Site Inspection	Building Department	No construction sites for this reporting period
	Enforcement Action	0	Violation Notice	Building Department	None
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).					
	Permittee construction site inspectors	1	DEP Certification	Annual Training	FDEP Certified Trainer; coordinated by steering committee
	Permittee construction site plan reviewers	0	Sign in sheet	Sign in sheet	Engenuity Group, Inc.
	Permittee construction site operators	1	FDEP Certified Trainer; coordinated by steering committee	Sign in sheet	Engenuity Group, Inc.
	Permittee construction site operators	0	FDEP Certified Trainer; coordinated by steering committee	Sign in sheet	No Manalapan personnel participated in this reporting period
Part III.A.9 Summary	Provide an evaluation of the Stormwater Management Program according to Part VI.B.2 of the permit.				
Strengths: No issues. Weekly inspection of sites by Building Department Official.					
Limitations: None.					
SWMP revisions implemented to address limitations: None.					

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.
		None.
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)
		None.

SECTION IX. TMDL Status Report

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"/>					
			<input type="checkbox"/> / <input type="checkbox"/>					

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.

**REVIEW OF LOCAL CODES -
MANALAPAN**

<u>CODE SECTION</u>	<u>TITLE</u>	<u>DESCRIPTION</u>	<u>REVIEWED</u>	<u>RECOMMENDED IMPROVEMENTS</u>
50.38	INDUSTRIAL ACTIVITY	Any discharge into the stormwater system in violation of any applicable federal, state, county, town or other law, rule, regulation or permit is prohibited.	X	No revisions to code at this time.
50.39	ILLICIT DISCHARGES	Except as set forth under division (C) of this section or in accordance with a valid NPDES permit, any discharge to the stormwater system that is not composed entirely of stormwater is prohibited.	X	No revisions to code at this time.
50.40	SPILLS AND DUMPING	Except as set forth under Section 50.39(C) of this subchapter or in accordance with a valid NPDES permit, any discharge to the stormwater system that is not composed entirely of stormwater is prohibited.	X	No revisions to code at this time.
50.42	INSPECTIONS AND MONITORING	Whenever necessary to make an inspection exists any condition constituting a violation of any discharge	X	No revisions to code at this time.
153.108	SITE IMPROVEMENTS, UTILITIES AND LIMITATIONS	All proposed new development shall be reviewed to determine that Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding; all public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.	X	No revisions to code at this time.
50.36	PURPOSE AND INTENT	The purpose of this subchapter is to promote the health, safety and general welfare of the inhabitants of the Town. This subchapter is intended to comply with applicable federal and state law and regulations regarding water quality.	X	No revisions to code at this time.