



NOTICE OF INTENT TO USE GENERIC PERMIT FOR DISCHARGE OF STORMWATER FROM PHASE II MUNICIPAL SEPARATE STORM SEWER SYSTEMS (RULE 62-621.300(7)(b), F.A.C.)

For FDEP Internal Use Only
Permit ID: FLR _____

INSTRUCTIONS:

- This NOI must be completed and submitted to the Department to authorize use of the Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems ("MS4 GP"), provided in Rule 62-621.300(7)(a), F.A.C.
- The type of municipal separate storm sewer system that qualifies for coverage under the MS4 GP and the applicable Phase II MS4 stormwater management program requirements are specified in the permit. You should familiarize yourself with the MS4 GP before completing this NOI.
- Submit this fully completed NOI, permit fee, and required attachments by mail to the address in the box at right. **DO NOT SUBMIT** any materials not in the checklist in Section V. of this NOI.
- Please print or type information in the appropriate areas below and complete each section.

Submit NOI, permit fee, and required attachments to:
 NPDES Stormwater Notices Center
 M.S. #2510
 Florida Department of Environmental Protection
 2600 Blair Stone Road
 Tallahassee, FL 32399-2400

SECTION I. PHASE II MS4 OPERATOR INFORMATION			
A.	Name of the Phase II MS4 Operator: Clay County Board of County Commissioners		
B.	Name of the Phase II MS4 Responsible Authority: Stephanie C. Kopelousos		
	Title: County Manager		
	Mailing Address: P.O. Box 1366		
	City: Green Cove Springs	Zip Code: 32043	County: Clay
	Telephone Number: 904-541-3815		
C.	Name of the Designated Phase II MS4 Stormwater Management Program Contact: Shawn D. Thomas		
	Title: Engineering Project Manger		
	Department: Engineering and Public Works		
	Mailing Address: P.O. Box 1366		
	City: Green Cove Springs	Zip Code: 32043	County: Clay
	Telephone Number: 904-541-3815		
D.	E-mail Address: shawn.thomas@claycountygov.com		
	Location of the Phase II MS4 (if different than the mailing address in Section I.C. above):		
E.	Street Address:		
	City:	Zip Code:	County:
	Approximate center of the Phase II MS4: Latitude: 25 ° 59 ' 54 " Longitude: 80 ° 10 ' 54 "		
F.	Phase II MS4 ownership status (check one): <input checked="" type="checkbox"/> Public <input type="checkbox"/> State <input type="checkbox"/> Federal		
G.	Total resident population of the Phase II MS4: 195,000		
H.	Name of the urbanized area(s) the Phase II MS4 is located within (if applicable): Clay County, Florida		
I.	Name of the Water Management District the Phase II MS4 is located within (check all that apply):		
	<input type="checkbox"/> Northwest Florida Water Management District	<input type="checkbox"/> Southwest Florida Water Management District	
	<input type="checkbox"/> Suwanee River Water Management District	<input checked="" type="checkbox"/> St. John's River Water Management District	
	<input type="checkbox"/> South Florida Water Management District		

SECTION II. SHARING RESPONSIBILITY

You may rely on another entity to satisfy some or all of your permit obligations if the conditions in Part IX of the MS4 GP are met. Another entity may implement one or more of the measures and/or a component of a measure on your behalf. You may rely on another entity to satisfy all permit obligations (including annual reporting) but only if the entity is permitted under Chapter 62-624, F.A.C. Note the following:

- You will remain responsible for compliance with your permit obligations if the other entity(ies) fails to implement the control measure(s) or a component thereof on your behalf. You must establish a written agreement with the other entity(ies) before submitting this NOI.
- Relying on another entity, or entities, either partially or fully does not preclude you from the obligation to fully complete this NOI, including the information required in Section IV.

A.	1.	Has another entity, regulated under Chapter 62-624, F.A.C., agreed to implement <u>all</u> of your permit obligations on your behalf? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	If yes, complete Section II.A.2. If no, skip to Section II.B.			
	2.	Name of Entity:		
		Contact Name:		
		Title:		
		Department:		
		Mailing Address:		
		City:	Zip Code:	County:
		Telephone Number:		
	E-mail Address:			

B.	1.	Has another entity agreed to implement one or more of the minimum control measures (or a component thereof) on your behalf? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	If yes, complete Sections II.B.2. and II.B.3. (See the note below for any additional entities)			
	2.	Control measure(s) or component of a control measure to be implemented by the other entity:		
	3.			
		Contact Name:		
		Title:		
		Department:		
		Mailing Address:		
		City:	Zip Code:	County:
	Telephone Number:			
	E-mail Address:			

Note: For each additional entity sharing stormwater management program responsibilities with you, provide on a separate sheet the information requested in Sections II.B.2. and II.B.3. Title the sheet "Section II.B: Additional Entities Information" and attach it to this NOI.

SECTION III. RECEIVING WATERS

Identify the named receiving waterbodies to which your Phase II MS4 discharges. Include all such waterbodies known to you at the time of this application:

Black Creek	South Fork Black Creek	
Bradley Creek	St. John's River	
Doctors Lake	Ortega River	
Governors Creek	Dilla Berry Branch	
Lake Asbury	Mill Creek	
Little Black Creek	Bull Creek	

SECTION IV. MINIMUM CONTROL MEASURES

A. Complete the Phase II MS4 Stormwater Management Program (SWMP) Elements Form in Appendix A for each minimum control measure described in Part VI. of the MS4 GP, except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the permit. If you choose, however, to implement BMPs for the Post-construction measure, please complete a SWMP Elements Form for the measure.

Include in the SWMP Elements Form all best management practices (BMPs) currently in place or planned for each element of each minimum control measure. There is no limit to the number of BMPs you may include. Make copies of the form as necessary to accommodate all of your BMPs. The completed forms, in their entirety, will be considered by the Department to be the outline of your proposed stormwater management program. Attach all completed forms to this NOI.

B. Provide the total number of pages of SWMP Elements Forms that are attached to this NOI for each minimum control measure:

<u>Minimum Control Measure</u>	<u># of Pages</u>
Public Education and Outreach as to Stormwater Impacts	2
Public Involvement/Public Participation	1
Illicit Discharge Detection and Elimination	2
Construction Site Stormwater Runoff Control	2
Post-construction Stormwater Management in New Development and Redevelopment	0
Pollution Prevention/Good Housekeeping for Municipal Operations	2

SECTION V. MATERIALS TO BE SUBMITTED WITH THIS NOI

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

<u>Attached</u>	<u>N/A</u>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	The permit application fee, as prescribed by Rule 62-4.050(4)(d)(6), F.A.C. Make all check and money orders payable to the Florida Department of Environmental Protection.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A fully completed Phase II MS4 Stormwater Management Program Elements Form (see Appendix A) for <u>each</u> minimum control measure except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the MS4 GP.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Additional entities information, as required under the note in Section II.B. of this NOI.

DO NOT SUBMIT ANY OTHER MATERIALS

(such as your complete Stormwater Management Plan, ordinances, storm sewer map, public outreach, etc.)

SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

The Responsible Authority listed in Section I.B. of this NOI must sign the following certification statement:¹

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 Phase II MS4 Responsible Authority (type or print): S. C. Kopelousos

Title: County Manger

Signature:  Date: 10/14/15

¹ Signatory requirements are contained in Rule 62-620.305, F.A.C.

**INSTRUCTIONS FOR APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

General Instructions

- Complete this form for each minimum control measure described in Part VI. of the Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems ("MS4 GP") provided in Rule 62-621.300(7)(a), F.A.C., except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the permit. If you choose, however, to implement BMPs for the Post-construction measure, please complete a SWMP Elements Form for the measure.
- Include all best management practices (BMPs) currently in place or planned for each element of each minimum control measure. There is no limit to the total number of BMPs you may include.
- Make copies of the form as necessary to accommodate all of your BMPs.
- The completed forms, in their entirety, will be considered by the Department to be the outline of your proposed stormwater management program. Attach the forms to the NOI and submit to the Department at the address provided on the NOI.
- **Please print or type information in the appropriate areas of this form.**

Section A.I: MINIMUM CONTROL MEASURE

- Indicate which minimum control measure the BMPs in Section A.II. address. Check only one measure. Use a separate form for each measure.

Section A.II: BEST MANAGEMENT PRACTICES

- Include BMPs only for the measure you have identified in Section A.I. The Department encourages the use of the Florida Land Development Manual: A Guide to Sound Land and Water Management (FDER, 1988) and the U.S. Environmental Protection Agency's National Menu of Best Management Practices for Storm Water Phase II in developing Phase II stormwater management programs. Both are available from the Department.
- Element ID: Table 1 below includes all the minimum control measure elements required under Part IV. of the MS4 GP. Using Table 1, identify which element of the minimum control measure each BMP addresses. For example, a BMP addressing the procedures for site plan review under the Construction Site Stormwater Runoff Control Minimum Control Measure would be labeled as "4d." You must include at least one BMP for each element.
- BMP Number: For each minimum control measure, number the BMPs starting with 01 and continue the numbering in sequential order on any additional forms for the measure. The numbering of the BMPs is for reference purposes only and does not provide additional weight to, nor prioritize, one BMP over another.
- Measurable Goals: List the measurable goal(s) for each BMP. You must include at least one measurable goal for each BMP and may include as many as necessary for the BMP – you are not limited to the four lines provided on the form.
- Schedule for Implementation/Completion: For each measurable goal, include the year each action will be implemented and, as applicable, the interim milestones, completion date, or planned frequency of the action.
- Responsible Entity/Department: Include the name of the entity (if other than the Phase II MS4 Operator) or of the internal department (if it is the Phase II MS4 Operator) responsible for implementing or coordinating each BMP.

Page Numbering

- Once this form has been completed for each minimum control measure, place the forms in an order corresponding to the order of the measures in Table 1 (below) and number the forms accordingly at the bottom of each.

Table 1: Minimum Control Measure Required Elements

Element ID	Description of Minimum Control Measure Required Elements
1a	<p>1. Public Education and Outreach Minimum Control Measure:</p> <p>a) Implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.</p>
2a	<p>2. Public Participation/Involvement Minimum Control Measure:</p> <p>a) Comply with State and local public notice requirements when implementing a public involvement/public participation program.</p>
3a	<p>3. Illicit Discharge Detection and Elimination Minimum Control Measure:</p> <p>a) Develop, if not already completed, a storm sewer system map, showing the location of all known outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls.</p>
3b	<p>b) To the extent allowable under State or local law, effectively prohibit through ordinance, or other regulatory mechanism, of non-stormwater (i.e., "illicit") discharges into the storm sewer system and implement appropriate enforcement procedures and actions.</p>
3c	<p>c) Develop and implement a plan to detect and eliminate non-stormwater discharges, including illegal dumping, to the MS4.</p>
3d	<p>d) Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.</p>
4a	<p>4. Construction Site Stormwater Runoff Control Minimum Control Measure:</p> <p>a) Develop and implement, to the extent allowable under State or local law, an ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to reduce pollutants in any stormwater runoff to the Phase II MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of pollutants associated with stormwater discharges from construction activity disturbing less than one acre must also be included if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more.</p>
4b	<p>b) Develop and implement requirements for construction site operators to implement appropriate erosion and sediment control best management practices.</p>
4c	<p>c) Develop and implement requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.</p>
4d	<p>d) Develop and implement procedures for site plan review that incorporate consideration of potential water quality impacts.</p>
4e	<p>e) Develop and implement procedures for receipt and consideration of information submitted by the public.</p>
4f	<p>f) Develop and implement procedures for site inspection and enforcement of control measures.</p>
5a	<p>5. Post-construction Stormwater Management in New Development and Redevelopment Minimum Control Measure: NOT REQUIRED IF USING QUALIFIED ALTERNATIVE PROGRAM</p> <p>a) Use an ordinance or other regulatory mechanism, to the extent allowable under State or local law, to address from post-construction runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into the Phase II MS4. The program must require that controls be in place that would prevent or minimize water quality impacts from new development or redevelopment.</p>
5b	<p>b) Develop and implement strategies that include a combination of structural and/or non-structural best management practices (BMPs) appropriate for the community.</p>
5c	<p>c) Require adequate long-term operation and maintenance of BMPs.</p>
6a	<p>6. Municipal Operation Pollution Prevention and Good Housekeeping Minimum Control Measure:</p> <p>a) Develop and implement an operation and maintenance program that has the ultimate goal of preventing or reducing pollutant runoff from MS4 operator activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.</p>
6b	<p>b) Using training materials that are available from EPA, the Department, or other organizations, include employee training to prevent and reduce stormwater pollution from MS4 operator activities.</p>

APPENDIX A
 PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM

SECTION A.I. MINIMUM CONTROL MEASURE (check only one)

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> 1. Public Education and Outreach | <input checked="" type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input checked="" type="checkbox"/> 2. Public Involvement/Participation | <input checked="" type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input checked="" type="checkbox"/> 6. Pollution Prevention/Good Housekeeping |

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
1a	01	Public Service Announcement Conduct public service announcements to be aired and presented through videos, websites, utility bill inserts, and communication avenues using County Program Resources	1. Document and report the dates and frequency of the PSA broadcasts	1. Permit Year 1-5	
			2. Document and report the number of hits on county web sites for PSA	2. Permit year 1-5	
			3.	3.	
			4.	4.	
1a	02	Website The County expanded its website to provide links to other groups and programs websites for additional information specific to this program. Information about the Stormwater Management Plan (SWMP) in Clay County is posted as one source of information and awareness for the general public and all interested groups. Maintain stormwater pollution information on County website.	1. Document and report the number of web page maintenance	1. Permit year 1-5	
			2. Document and report the number of hits on web pages.	2. Permit year 1-5	
			3.	3.	
			4.	4.	
1a	03	Community Education Provide information and pamphlets about stormwater pollution prevention distributed by SJ Riverkeeper	1. Document and report the number of Materials Distributed	1. Permit year 1-5	
			2. Document and report the number of meetings held and number of attendees.	2. Permit year 1-5	
			3.	3.	
			4.	4.	

1a	04	Public Presentation(s) Coordinate presentation(s) about stormwater management program and pollution prevention and present to community groups using SJ Riverkeeper, public agencies, and other interest groups.	1. Document and report the number of presentations conducted and number of attendees.	1. Permit year 1-5	
			2.	2.	
			3.	3.	
			4.	4.	

Page # ___ of ___ total pages of SWMP Elements Forms attached to the NOI
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PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form					
Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
2a	01	Public Meeting(s) Conduct public meetings by the County and SJ Riverkeeper as needed to involve citizens and interested groups to discuss the stormwater program, environmental issues, and answer questions.	1. Document and report the number of meetings held and number of attendees.	1. Permit Year 1-5	
			2. Document and Report the number of adults attending the meeting.	2. Permit Year 1-5	
			3. Document and Report the number of children attending the meeting.	3. Permit Year 1-5	
			4.	4.	
2a	02	Public Involvement Public and Business involvement with SWMP utilizing the Adopt-a_Highway Program, River Clean-up Days	1. Document and report the number of businesses involved in activities.	1. Permit Year 1-5	
			2. Document and report the number of Public involved in activities.	2. Permit Year 1-5	
			3. Document and Report the number of brochures distributed to the public and business.	3. Permit Year 1-5	
			4.	4.	

—				1.	
				2.	
				3.	
			4.	4.	
3a	01	Update Storm Sewer System Map Update existing inventory and map as additional outfalls are created within the unincorporated urbanized area of the County. Map should show outfalls and identifiers, Water of States, and urbanized Area boundaries.	1. Document and report the number of new outfalls or additional types of storm water control structures added to the inventory and mapped.	1. Permit Year 1-5	
			2. Map all ordinance violations in GIS	2. Permit Year 1-5	
			3.	3.	
			4.	4.	
3a	02	Develop a inventory of County owned and maintained structures to include linear feet of conveyance (swales or pipes), number of inlets/catch basins, number of retention/detention ponds	1. Document and report the length of conveyance systems (pipes or swales)	Year 1-5	
			2. Document and report the number of inlets/catch basins.	Year 1-5	
			3. Document and report the number of retention/detention ponds	Year 1-5	
			4.		
3b	02	Illicit Discharge Prohibition Ordinance and Policies Maintain ordinance number 2006-59 in Chapter 19 Section VII Illicit Discharge and the Hazardous Waste Ordinance #94-67 of the Clay County Code of Ordinances that establishes legal authority to control and report illegal discharges and spills, dumping, and disposal of materials that will impact water quality. The ordinance includes the right to inspect for compliance and to conducted appropriate enforcement actions.	1. Document and report the number of Ordinance violations, enforcement procedures and fines.	1. Permit Year 1-5	
			2. Document and report any changes to the ordinance or amendments	2. Permit Year 1-5	
			3.	3.	
			4.	4.	

APPENDIX A
 PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
—			1. 2. 3. 4.	1. 2. 3. 4.	
3c	04	Identification, Detection, and Elimination of potential Discharge SourcesDevelop and implement a written plan to detect and eliminate non-stormwater discharges, including illegal dumping to the MS4. Continue to implement the County developed identification Detection and Elimination plan and procedures adopted from EPA. The County conducts proactive investigations and monitors during routine maintenance of illegal discharges and dumping. The written plan will be developed during Year 1 and available for review upon request.	1. Document and report the number of Proactive illicit discharge investigations. 2. Document and Report number of ditches performed by routine maintenance. 3. Document and report the number of Illicit Discharges found. 4. Document and report the number of illicit Discharges Eliminated.	1. Permit Year 1-5 2. Permit Year 1-5 3. Permit Year 1-5 4. Permit Year 1-5	
3c	05	Maintain information Management System to track Illicit Discharges. Maintain and information Management SystemGIS to document and track relevant data gathered concerning illicit disharges, outfalls conditions, and complaints.	1. Document and report the number of new reports entered into the information Management System/GIS for Tracking and reporting of illicit discharges. 2. 3. 4.	1. Permit Year 1-5 2. 3. 4.	
3d	06	Education of Public Employees, Businesses, and Public	1. Document and report the number of materials distributed and or presentations conducted to Clay County Employees	1. Permit Year 1-5	

		Provide educational programs that include emphasis on illicit discharges, proper disposal of hazardous materials and waste, and reporting of illegal discharges to employees, businesses and general public	2. Document and report the number of materials distributed and or presentations conducted to businesses through the Change of Occupancy permit..	2. Permit Year 1-5	
			3. Document and report the number of materials distributed and or presentations conducted to general public	3. Permit Year 1-5	
			4.	4.	
4a	01	Regulation of Construction Activities Maintain Subdivision Ordinance #85-68, as amended; hazardous Waste Ordinance #94-67: and ordinance 2006-59, as amended that establish legal authority and require and ensure compliance with erosion and sediment control, and inspection and enforcement at construction sites. The County also requires an erosion control and waste plan to be submitted with all site plans.	1. Document and report any changes to the ordinance or amendments, if applicable	1. Permit Year 1-5	
			2.	2.	
			3.	3.	
			4.	4.	

Page # ___ of ___ total pages of SWMP Elements Forms attached to the NOI

APPENDIX A
 PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
4b	02	BMP's Guidance and Requirements for Construction Activities. The County has incorporated the EPA/FDEP Erosion Control Manual in the Illicit Discharge Ordinance #2006-59 in Chapter 19 Section VII Illicit Discharge of Clay County Code of Ordinances to enforce the use of acceptable BMP's standards. Maintain a link on the Clay County website to the referenced manual. Provide NOI application forms for construction	1. Document and report any changes or amendments if applicable.	1. Permit year 1-5	
			2. Document and report number of ESC website hits, and number of hard copy manual requests.	2. Permit year 1-5	
			3. Document and report the number of construction sites operating under erosion and sediment control ordinances referenced in 4a-1.	3. Permit year 1-5	
			4.	4.	
4c	03	Construction Waste and Litter Control Under the Clay County Comprehensive Plan, and Subdivision Ordinance No. 85-68, Section 23, the County has legal authority to regulate the proper control, disposal, and storage of waste from construction related materials. The SJRWMD ERP Chapter 40C-42.025, and FDEP's BMP's are also utilized to regulate these materials.	1. Document and report the number of construction sites operating under waste management control ordinances referenced in 4a-01.	1. Permit year 1-5	
			2. Document and report an changes or amendments if applicable	2. Permit year 1-5	
			3.	3.	
			4.	4.	
4d	04	Site Plan Review The County requires the submittal of a Stormwater Pollution Prevention Plan in accordance with the County Code Of Ordinance, as part set and the submittal of the ERP and NOI permits prior to issuing the final Site Plan permit approval.	1. Document and report the number of construction site stormwater plans that have been reviewed for consistency with the regulatory mechanism outlined in element 4a.	1. Permit year 1-5	
			2. Document and report the number of pre-construction conferences held that included the submittal of the ERP and NOI permits.	2. Permit year 1-5	
			3. Document and report the number of applicants notified of the CGP and ERP permits.	3. Permit year 1-5	
			4.	4.	

4e	01	Public Information inquires and Reporting The County has developed and implemented procedures for the public to acquire information and a means to report activities that may be deemed suspicious or in violation pertaining to construction activities, via the website and code enforcement phone number.	1. Document and report the number of complaints filed and investigated.	1. Permit year 1-5
			2. Document and Report the source of the complaint filed.	2. Permit year 1-5
			3. Document and Report the number of ilicits eliminated and if the complaint is open or closed.	3. Permit year 1-5
			4. Document and Report if fines were imposed due to non-conforming violations.	4. Permit year 1-5

Page # ___ of ___ total pages of SWMP Elements Forms attached to the NOI

**APPENDIX A
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
4f	07	Inspection and Enforcement Implement a written construction site inspection plan including enforcement of construction site control measures, inspection and reporting tools and procedures. Have the written construction plan developed by the end of Year 1 and made available upon request. The County developed an inspection and enforcement program for construction sites to implement the BMP's for erosion and sediment controls. The program includes an inspection checklist and code enforcement procedures. High priority construction sites are defined in the County's illicit Discharge Ordinance No. 2006-59, as well as inspection follow-up procedures for non-compliance cases and code enforcement penalties. Verify ERP and CGP coverage during site visits.	1. Document and report the number of site inspections conducted for erosion and sediment control.	1. Permit year 1-5	
			2. Document and report the number of violations and enforcement cases.	2. Permit year 1-5	
			3. Document and report the number of sites with an ERP and/or CGP	3. Permit year 1-5	
			4.	4.	
6a	01	Maintain Spill Prevention and Control Plans for County Facilities	1. Document and Report the number of inspections performed at each facility.	1. Permit year 1-5	
			2. Document and report the number of spills occurred and follow-up actions.	2. Permit year 1-5	

		The County has developed spill prevention and control plans for the Public Works, Fleet maintenance, Solid Waste and Public Safety-facilities. Maintain pollution prevention plans for these facilities. The County will also perform pollution prevention inspections at these facilities as well.	3 Document and report the number of pollution prevention inspections performed at these facilities.	3 Permit year 1-5	
			4.	4.	
6a	02	Materials Management The County has created an inventory and development procedures for proper management and storage of common hazardous and non-hazardous chemicals used in municipal activities.	1. Document and report the quantities of fertilizers and pesticides used at the County's facilities.	1. Permit year 1-5	
			2. Document and report the volume of used oil and antifreeze collected, disposed of or recycled from fleet maintenance.	2. Permit year 1-5	
			3. Document and report the number of inspections of all facilities for proper material management and storage.	3. Permit year 1-5	
			4.	4.	
6a	03	Stormwater Structural Controls Inspections and Maintenance Implement a written standard operating procedures for the inspection, operation and maintenance of the County's MS4, including a schedule of regular maintenance activities such as catch basin cleaning and proper disposal of accumulated sediments. The County utilizes field crews to inspect and maintain stormwater controls (ponds, ditches, etc.) with in the County.	1. Document and report the number of inspections and maintenance of inlets and catch basins.	1. Permit year 1-5	
			2. Document and report the number of linear feet of inspections and maintenance of conveyance systems (pipes and swales).	2. Permit year 1-5	
			3. Document and report the number of inspections and maintenance of retention/detention ponds	Permit year 1-5	
			4.	4.	
6a	04	Roadway Debris and Litter Control The County utilizes labor crews and a Vac-Con Truck to maintain the County's roadways, parking lots, stormdrains and right-a-ways.	1. Document and report the amount of litter and debris collected and removed.	1. Permit year 1-5	
			2.	2.	
			3.	3.	
			4.	4.	
6a	05	Storm Drain Stenciling Mark and stencil crucial stormwater drains in the unincorporated urbanized areas of the County using Vac-Con Truck Drive upon completion of stormdrain cleaning	1. Document and report the number of Storm Drains Marked	1. Permit year 1-5	
			2.	2.	
			3.	3.	
			4.	4.	

PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM\

SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
6b	03	Employee Training Provide training opportunities and refresher courses, as needed, for County staff and field inspectors that are involved in administering and conducting inspection and reporting activities pertaining to the illicit discharges control measures.	1. Document and report Number of training courses provided and number of employees who received training.	1. Permit year 1-5	
			2.	2.	
			3.	3.	
			4.	4.	
6b	04	Training Program Provide an annual re-fresher training course in the following programs regarding pollution prevention, illicit discharges, and erosion and sediment controls for County staff who are involved in facility management and operations and field inspections for County-owned property.	1. Document and report Number of training courses conducted for County employees on stormwater pollution prevention for municipal activities.	1. Permit year 1-5	
			2. Document and report the number of County employees receiving the training.	2. Permit year 1-5	
			3.	3.	
			4.	4.	