



FLORIDA DEPARTMENT OF Environmental Protection

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Noah Valenstein
Secretary

October 15, 2018

Sent via E-post

Samantha D. Abell
City Manager
City of Gulf Breeze
1070 Shoreline Dr.
Gulf Breeze, FL 32561

Subject: City of Gulf Breeze Phase II Municipal Separate Storm Sewer System (MS4)
NPDES Permit ID Number **FLR04E085** (Cycle 4)
Notice of Renewed Permit Coverage - FINAL

Dear Samantha:

The Florida Department of Environmental Protection has received and processed your submittal of the *Notice of Intent to Use Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems* (NOI), Appendix A and the applicable permit processing fee for renewal of coverage under the Phase II MS4 Generic Permit.

This letter serves to acknowledge that your NOI and Appendix A is complete. The determination of a complete NOI means that your MS4 continues to be covered under the Phase II MS4 Generic Permit. **Your renewed coverage under this permit is effective as of October 15, 2018 and will expire on October 14, 2023.** Your permit identification number remains the same.

Coverage under the Phase II MS4 Generic Permit allows your MS4 to discharge stormwater provided that you implement the Stormwater Management Program (SWMP) included as Appendix A of your NOI annually and comply with all requirements of the Phase II MS4 Generic Permit.

The implementation of the SWMP must occur based on the Schedule of Implementation specified in Appendix A of the approved NOI. Annual Reports are due within six months of the anniversary date of permit coverage. Please note that unless the department requires more frequent reports, annual reports summarizing your SWMP implementation efforts are required for Years 2 and 4 of your five-year permit coverage term, as follows:


- The Year 2 Annual Report should cover the 12-month period from **October 15, 2019 through October 14, 2020** and is due by **April 14, 2021**.

- The Year 4 Annual Report should cover the 12-month period from **October 15, 2021 through October 14, 2022** and is due **by April 14, 2023**

If you have any questions, please contact Borja Crane-Amores phone at (850) 245-7520 or by email at Borja.CraneAmores@floridadep.gov.

Executed in Tallahassee, Florida.

STATE OF FLORIDA DEPARTMENT
OF ENVIRONMENTAL PROTECTION

A handwritten signature in black ink, reading "Borja Crane-Amores", written over a horizontal line.

Borja Crane-Amores
Environmental Administrator
NPDES Stormwater Program
Division of Water Resource Management

Enc: Approved NOI for Cycle 4

cc: Thomas Lambert, Assistant Director



**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: City of Gulf Breeze		
B.	Name of the Phase II MS4 Responsible Authority: Samantha D. Abell		
	Title: City Manager		
	Mailing Address: 1070 Shoreline Drive		
	City: Gulf Breeze	Zip Code: 32561	County: Santa Rosa
	Telephone Number: 850-934-5115		
C.	Name of the Designated Phase II MS4 Stormwater Management Program Contact: Thomas Lambert		
	Title: Assistant Director		
	Department: Public Services		
	Mailing Address: 1070 Shoreline Drive		
	City: Gulf Breeze	Zip Code: 32561	County: Santa Rosa
	Telephone Number: 850-934-4094		
	E-mail Address: tlambert@gulfbreezefl.gov		
D.	Location of the Phase II MS4 (if different than the mailing address in Section I.C. above):		
	Street Address:		
	City:	Zip Code:	County:
E.	Approximate center of the Phase II MS4: Latitude: 30 ° 18 ' 45 " Longitude: 87 ° 11 ' 15 "		
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: 6,460		
H.	Name of the urbanized area(s) the Phase II MS4 is located within (if applicable): Pensacola Florida		
I.	Name of the Water Management District the Phase II MS4 is located within (check all that apply):		
	<input checked="" type="checkbox"/> Northwest Florida Water Management District <input type="checkbox"/> Southwest Florida Water Management District		
	<input type="checkbox"/> Suwanee River Water Management District <input type="checkbox"/> St. John's River Water Management District		
	<input type="checkbox"/> South Florida Water Management District		

Received
05/10/2018

FL Department of
Environmental Protection

NPDES Stormwater
Notices Center

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.	Name of Entity:		
	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:

Pensacola Bay		
Santa Rosa Sound		
Gilmore Bayou		
Hoffman Bayou		
Woodland Bayou		

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	<u>2</u>
Public Involvement/Public Participation	<u>1</u>
Illicit Discharge Detection and Elimination	<u>2</u>
Construction Site Stormwater Runoff Control	<u>2</u>
Post-construction Stormwater Management in New Development and Redevelopment	<u>1</u>
Pollution Prevention/Good Housekeeping for Municipal Operations	<u>2</u>

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"/>		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. (\$5,625)
<input checked="" 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): Samantha D. Abell

Title: City Manager

Signature: *Samantha D. Abell* Date: 05 / 10 / 2018

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
	1. Public Education and Outreach Minimum Control Measure:
1a	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.
	2. Public Participation/Involvement Minimum Control Measure:
2a	a) Comply with State and local public notice requirements when implementing a public involvement/public participation program.
	3. Illicit Discharge Detection and Elimination Minimum Control Measure:
3a	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.
3b	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.
3c	c) Develop and implement a plan to detect and eliminate non-stormwater discharges, including illegal dumping, to the MS4.
3d	d) Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.
	4. Construction Site Stormwater Runoff Control Minimum Control Measure:
4a	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.
4b	b) Develop and implement requirements for construction site operators to implement appropriate erosion and sediment control best management practices.
4c	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.
4d	d) Develop and implement procedures for site plan review that incorporate consideration of potential water quality impacts.
4e	e) Develop and implement procedures for receipt and consideration of information submitted by the public.
4f	f) Develop and implement procedures for site inspection and enforcement of control measures.
	5. Post-construction Stormwater Management in New Development and Redevelopment Minimum Control Measure: NOT REQUIRED IF USING QUALIFIED ALTERNATIVE PROGRAM
5a	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.
5b	b) Develop and implement strategies that include a combination of structural and/or non-structural best management practices (BMPs) appropriate for the community.
5c	c) Require adequate long-term operation and maintenance of BMPs.
	6. Municipal Operation Pollution Prevention and Good Housekeeping Minimum Control Measure:
6a	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.
6b	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.

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 type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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	Utility Bill Inserts The City will distribute "Stormwater Pollution Prevention" educational materials with utility bills and will post them on the City's website.	1. Document and report the number of mailings to utility customers.	1. Permit Years 1-5	Assistant Director of Public Services and City Staff
			2. Document and report the number of visits to the website.	2. Permit Years 1-5	
1a	02	City of Gulf Breeze Newsletters The City publishes a quarterly Newsletter electronically posted to the Cities website and emailed to citizen subscribers. The newsletter includes information about Stormwater Management and elimination of illicit discharge.	1. Document and report the number of newsletters published each year.	1. Permit Years 1-5	Assistant Director of Public Services and City Staff
			2. Document and report the number of visits to the website where the newsletter is posted.	2. Permit Years 1-5	
			3. Document and report the number of questions/comments received from the public related to the newsletter.	3. Permit Years 1-5	
1a	03	City of Gulf Breeze Public Service Announcement The City is using the Cities website, radio and TV media to make the public aware of the effects of illicit discharge and illegal disposal of waste.	1. Document and report the number of television broadcasts of PSA and an estimate of the viewing audience.	1. Permit Years 1-5	Assistant Director of Public Services and City Staff
			2. Document and report the number of visits to the website where the PSA is posted.	2. Permit Years 1-5	
			3. Document and report the number of radio PSAs and an estimate of the listening audience.	3. Permit Years 1-5	
1a	04	Educational Outreach The City will prepare age appropriate educational packets for distribution to primary and middle school educators. The City will also provide support to educators presenting materials in the classroom.	1. Develop educational material packages for primary & middle school educators.	1. Permit Year 1	Assistant Director of Public Services and City Staff
			2. Document packages distributed to educators and support provided.	2. Permit Years 2-5	

Page # 1 of 10 total pages of SWMP Elements Forms attached to the NOI

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 type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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
<u>1a</u>	<u>05</u>	Public Display Displaying various Stormwater brochures and pamphlets at distribution points throughout the City by means of kiosk displays.	1. Document and report the number of distribution sites	1. Permit Years 1-5	Assistant Director of Public Services and City Staff
			2. Document and report the # of educational materials taken from displays.	2. Permit Years 1-5	
<u>1a</u>	<u>06</u>	Social Media Campaign The City has developed a social media presence to alert its citizens of events. The medium will be used to make citizens aware of stormwater issues and point towards the available resources	1. Document # of stormwater related social media posts	1. Permit Year 2	Assistant Director of Public Services and City Staff
			2. Document # of stormwater related responses	2. Permit Year 2	

Page # 2 of 10 total pages of SWMP Elements Forms attached to the NOI

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

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

- | | | |
|---|---|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input 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 type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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
2a	01	E-mail Hotline via City's website Make available on the City's website a Hotline for the public to make comments on the SWMP and any suggestions as to an additional BMP's. This BMP will be noticed through bill inserts, the City's website and social media posts The City will additionally notice residents annually by direct mail of the hotline availability and the issues which should be reported. Records will be kept for all comments received by the City.	1. Document number of annual mailed notices of the hotline availability	1. Permit Years 1-5	Assistant Director of Public Services and City Staff
			2. Document and report the number of e-mail comments.	2. Permit Years 1-5	
			3. Document and report the number of website hits.	2. Permit Years 1-5	
			4. Document public notices		
2a	02	Shoreline Clean-up Event This would be an annual Clean-up and Shoreline Event in which the public participates. The City will hold the event in conjunction with Ocean Conservancy's annual shoreline clean-up. This BMP will be noticed through bill inserts, the City's website and social media posts.	1. Document and report the number of volunteers participating.	1. Annually	City Staff and Ocean Conservancy
			2. Document and report the amount of debris collected.	2. Annually	
			3. Document public notices	2. Annually	
2a	03	Walk & Pick Develop a program to encourage walkers to remove debris from right of way and to look for and report potential pollution issues. This BMP will be noticed through bill inserts, the City's website and social media posts.	1. Document and report the number of volunteers participating.	1. Permit Year 3	
			2. Document estimated debris collected	2. Permit Year 3	
			3. Document reported issues/violations	3. Permit Year 3	
			4. Document public notices	2. Permit Years 3-5	

Page # 3 of 10 total pages of SWMP Elements Forms attached to the NOI

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

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

- | | | |
|--|--|--|
| <input 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 type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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
3a	01	Map of City of Gulf Breeze Stormwater Drainage System. Update Stormwater Drainage System Map on as needed bases. The Map will include all known outfalls and the names and locations of the receiving bodies which are surface waters of the State.	1. Document and report the number of outfalls	1. Permit Years 1-5	Streets Supervisor, City Staff
			2. Document and report the number of new outfalls.	2. Permit Years 1-5	
			3. Document and report the number of stormwater retention/detention ponds.	3. Permit Years 1-5	
			4. Document and report the number of inlets/catch basins.	4 Permit Years 1-5	
			5. Document and report the amount of conveyance system (pipes/swales) in linear feet or miles.	5. Permit Years 1-5	
3b	02	The City currently defines and prohibits illicit discharge in Ordinance 13-86 and 4-71 on it's municipal code. The City will enact a consolidated illicit discharge ordinance, chapter 8. Any updates to the ordinance will be reported over the permit period	1. Create ordinance chapter 8 to consolidate illicit discharge regulations.	1. Before June 30, 2018	Assistant Director of Public Services
			2. Report any updates to the ordinance.	2. Permit Year 1-5	
3c	03	Illicit Discharge Screening. Illicit Discharge Detection is being performed by the NPDES Coordinator surveying the system continually. This is done both in dry and wet weather conditions through current inspection practices.	1. Document and report the number of pro-active illicit discharge inspections	1. Permit Years 1-5	Streets Supervisor, City Staff
			2. Document and report the number of illicit dumping found	2. Permit Years 1-5	

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

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

- | | | |
|--|--|--|
| <input 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 type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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
3d	04	Household Hazardous Waste Recycling and Public Education Program. The program will inform the public about specific Stormwater runoff issues related to Hazardous Waste.	1. Document and report the number of newsletter and pamphlets distributed.	1. Permit Years 1-5	Assistant Director of Public Services and Santa Rosa County
			2. Document and report the number of visits to the website with information regarding hazardous waste.	2. Permit Years 1-5	
3d	05	Illicit Discharge Outreach Distributing Illicit discharge detection and elimination-related brochures, handouts, or utility mailing inserts to employees, businesses and the public. Specific business groups of concern will be targeted with materials directly related to their industries.	1. Document and report the number of educational materials distributed to businesses about the hazards associated with illicit discharges, with specific industry types noted.	1. Permit Years 1-5	Assistant Director of Public Services
			2. . Document and report the number of educational materials distributed to general public about the hazards associated with illicit discharges.	2. Permit Years 1-5	
			3. . Document and report the number of educational materials distributed to employees about the hazards associated with illicit discharges..	3. Permit Years 1-5	

Page # 5 of 10 total pages of SWMP Elements Forms attached to the NOI

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

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

- | | | |
|--|--|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input checked="" type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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
4a	01	Erosion and Sediment Control The City's Land Development Code requires sedimentation and erosion controls for new development. (Code of ordinances Chapter 24 (LDC)). Additional requirements included in Chapter 8	1. Create ordinance chapter 8 to include additional erosion and sedimentation regulations.	1. Before June 30, 2018	Assistant Director of Public Services, Director of Community Services and City Staff
			2. Document and report any changes to the ordinances or amendments.	2. Permit Years 1-5	
4b	02	Signed Stormwater Statement- Erosion & Sediment Control New development is required to sign a statement to be submitted with site plan, which acknowledges the requirements for erosion and sediment control (ESC) procedures to be implemented by contractor during construction. Ordinance Section 8-26, LDC Chapter 24	1. Document and report the number of active sites with signed stormwater statements.	1. Permit Years 1-5	Assistant Director of Public Services, Director of Community Services and City Staff
			2. Document and report any sediment and erosion specific violations and the follow up actions.	2. Permit Years 1-5	
4c	03	Signed Stormwater Statement- Waste Control Construction site operators are require to sign a statement submitted with site plan, which acknowledges the waste control procedures required by for the site during construction. Ordinance Chapter 19 and section 21-281 Chapter 21, Code of Ordinances.	1. Document and report the number of active sites with signed stormwater statements	1. Permit Year 1	Assistant Director of Public Services, Director of Community Services and City Staff
			2. Document and report any waste control specific violations and the follow up actions.	2. Permit Years 1-5	
4d	02	Signed Stormwater Statement –Site Plan Review Process. Based on amendments to the appropriate ordinance and articles, NPDES coordinator will provide formal approval for site plans that include the signed Stormwater Statement.	1. Document and report number of site plan reviews	1. Permit Years 1-5	Assistant Director of Public Services, Director of Community Services and City Staff

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

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

- | | | |
|--|--|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input checked="" type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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
4e	05	Stormwater Hotline The City will maintain the hotline for citizens to report potential violations for impacts to stormwater from construction sites. The current permit system will handle complaints within 48 hours. The City hotline is noticed on the web site, in newsletters and mailings to customers.	1. Document and report the number of calls and emails received.	1. Permit Years 1-5	Assistant Director of Public Services, Director of Community Services and City Staff
			2. Document and report the number of investigations.	2. Permit Years 1-5	
			3. Document and report the number resolved.	3. Permit Years 1-5	
4f	06	Compliance and enforcement SOP's Upon arrival of inspector to each site, regardless of type of inspection to be performed, Stormwater controls will be considered first since they are visible and obvious. If violations are present, site will be issued a Stop Work Order.	1. Document and report the number of construction site visits	1. Permit Years 1-5	Assistant Director of Public Services, Director of Community Services and City Staff
			2. Document and report the number of violations and actions taken	2. Permit Years 1-5	
			3. Document and report the number of sites with and ERP and/or CGP permit.	3. Permit Years 1-5	

Page # 7 of 10 total pages of SWMP Elements Forms attached to the NOI

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

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

- | | | |
|--|---|---|
| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input checked="" type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input type="checkbox"/> 4. Construction Site Stormwater Runoff Control | <input 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/Departmen
5a-c	01	Post-Construction Stormwater Management Utilize a qualifying alternative program; Gulf Breeze relies on the current Florida Environmental Resource Permit regulatory criteria by providing stormwater treatment for City projects.	1. Continue to maintain compliance with ERP criteria	1. Effective upon permit issuance.	ERP Agencies

Page # 8 of 10 total pages of SWMP Elements Forms attached to the NOI

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

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

- | | | |
|--|---|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input 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
6a	01	SOP's for Maintenance of Municipal Activities, which have potential to affect stormwater runoff. Gulf Breeze is obligated by Ordinance 19-383 to maintain all stormwater systems. Additional ordinances exist for proper maintenance of public areas. Revise as needed	1. Revise as Needed	1. Permit Years 1-5	Streets Supervisor and City Staff
			2. Document and report the number of stormwater ponds inspected and maintained.	2. Permit Year 1	
6a	02	<i>Inlet/Catch Basin Maintenance</i> <i>The City will continue to inspection and maintain the basin according to the SOPs developed. SOPs will be revised as needed.</i>	1. Report the number of inlets/catch basins inspected	1. Permit Years 1-5	Streets Supervisor and City Staff
			2. Report debris removal by approx. weight	2. Permit Years 1-5	
6a	03	Water Control Structure/Swale Maintenance SOP. Maintain water control structures by removing debris. Swales to be mowed and debris removed.	1. Report the length of conveyance system inspected	1. Permit Years 1-5	Streets Supervisor and City Staff
			2. Report the number of maintenance activities.	2. Permit Years 1-5	
6a	04	Private Stormwater Facilities Maintain the list of private facilities to be inspected and efforts to enforce responsible maintenance. Facilities will be inspected on a 4 year cycle.	1. Maintain database of private facilities	1. Permit Years 1-5	Streets Supervisor and Code Enforcement
			2. Record inspections	2. Permit Years 1-5	
			3. Record enforcement actions	3. Permit Years 1-5	
6a	05	Open Space Maintenance Litter control & pet waste cleanup is performed in City-owned parks & greenways regularly by the Dept. of Parks & Recreation.	1. Report number and type of inspections	1. Permit Years 1-5	Streets Supervisor, Parks and Recreation
			2. Report amount of debris collected by volume	2. Permit Years 1-5	
			3. Record volume of debris removed	3. Permit Years 1-5	

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

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

- | | | |
|--|---|--|
| <input type="checkbox"/> 1. Public Education and Outreach | <input type="checkbox"/> 3. Illicit Discharge Detection/Elimination | <input type="checkbox"/> 5. Post-construction Stormwater Management (optional) |
| <input type="checkbox"/> 2. Public Involvement/Participation | <input 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
6a	06	Monthly Meetings The City will conduct monthly meetings to insure compliance with operation and maintenance requirements.	1. Document and report the number of monthly meetings conducted.	1. Permit Years 1-5	Assistant Director of Public Services and City Staff
			2. Document and report the number of participants.	2. Permit Years 1-5	
6b	07	Conduct Employee Training which will Incorporate Guidance from EPA's Stormwater Management Fact Sheet, September 1999. Specific topics addressed will include spill prevention and response. Good Housekeeping/BMP Maintenance and Material Management. All departments will receive training over the course of 5-year permit cycle.	1. Report number of training sessions	1. Permit Years 1-5	Streets Supervisor
			2. Report number of employees trained	2. Permit Years 1-5	

Page # 10 of 10 total pages of SWMP Elements Forms attached to the NOI