

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

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

- | | | |
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| <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 Dept.
1a	01	Utility Bill Education Port St. Lucie will include educational messages on the utility bills. It will include storm water pollution prevention tips for homeowners, and ways the public can get involved with the program.	1. Document and Report the number of different educational messages sent on a utility bill	1. Currently Implemented	Utility Finance/Public Works
			2. Document and Report the total number of utility bills mailed with a stormwater educational message attached	2. Currently Implemented	
1a	02	Public Television Educational Program Port St. Lucie will air programs on the city government access channel that educates viewers on storm water runoff pollution. These programs will be produced from agencies such as SFWMD, FDEP, and local agencies including programs written and produced by the City of Port St. Lucie.	1. Document and Report the number of educational programs aired	1. Currently Implemented	Communications/Public Works
			2. Document and Report the number of approximate cable viewers	2. Currently Implemented	
1a	03	City of Port St. Lucie Web Page Port St. Lucie will maintain a web page that has the status of the SWMP and also includes educational material related to storm water runoff pollution.	1. Document and report the number of hits on the main webpage link	1. Currently Implemented	Communications/Public Works
			2. Document and Report the number of hits on the combating pollution link	2. Currently Implemented	
			3. Document and Report the number of hits on the SWMP link	3. Currently Implemented	
1a	04	Distribute Educational Materials to the General Public. Distribute to the public storm water runoff pollution educational material via city wide email blasts, you tube videos, mailings, brochures, or other means deemed appropriate by the City.	1. Document and report the number of educational materials distributed	1. Currently Implemented	Public Works
1a	05	Storm Drain Inlet Stenciling Port St. Lucie will inspect inlets that were stenciled. Inlets with damaged or missing stencils will be re-stenciled. Port St. Lucie will also stencil inlets on new roads constructed if needed.	1. Document and Report the number of stenciled inlets inspected	1. Currently Implemented	Public Works
			2. Document and Report the number of inlets re-stenciled	2. Currently Implemented	
			3. Document and Report the number of newly constructed inlets stenciled	3. Currently Implemented	

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		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Results
2a	01	Keep PSL Beautiful / Household Hazardous Waste Collection Day Port St. Lucie will contact various civic organizations, schools and businesses to solicit volunteers to clean their local roadways, including drainage swales. The purpose of the program will be to remove trash and debris from major roadways and drainage swales that could impact storm water runoff quality. The city will also make available a day and location where household hazardous waste can be collected. Thus reducing the chance of disposal of these materials improperly into the storm system.	1. Document and Report the number of volunteers for cleanup day	1. Currently Implemented	Public Works
			2. Document and Report the pounds of litter and debris removed	2. Currently Implemented	
			3. Document and Report the car count for Household Hazardous Waste collection day	3. Currently Implemented	
			4. Document and Report the amount of household Hazardous Waste collected	4. Currently Implemented	
2a	02	Adopt-A-Street Program Port St. Lucie will contact various civic organizations and businesses to solicit volunteers to remove litter in roadside swales through out the year that could impact storm water quality.	1. Document and Report the number of trash bags collected	1. Currently Implemented	Public Works
			2. Document and Report the number of groups participating	2. Currently Implemented	
2a	03	Request For Service (RFS) Port St Lucie has a RFS system for residents to call in to report litter, dumping, spills, and any other potential environmental issues. Once calls are received crews are deployed to alleviate the problem and the status is tracked until resolved.	1. Document and Report the number of service requests received involving potential storm water runoff pollution	1. Currently Implemented	Public Works

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Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Results
3a	01	Mapping Of Storm Drainage System Port St. Lucie's drainage system is mapped on the GIS database on the city web page. It includes delineation of watersheds, major canals, drainage right of ways, pipes, culverts and MS4 outfalls. Port St. Lucie will update this map yearly to include any new MS4 outfalls from the city to waters of the state. Note – Some outfalls are owned and operated by other entities such as SFWMD, FDOT, and SLC but receive city stormwater and are within City limits. Port St Lucie will also map outfalls from businesses in areas designated by the current land use map as Industrial that drain into a city canal. These outfalls will be referred to from this point as Industrial outfalls.	1. Document and Report the number of new MS4 outfalls mapped	1. Currently Implemented	G.I.S./Public Works
			2. Document and Report the number of new Industrial outfalls mapped	2. Currently Implemented	
			3. Document and Report the total MS4 outfalls mapped	3. Currently Implemented	
			4. Document and Report the total Industrial outfalls mapped	4. Currently Implemented	
3b	01	Municipal Codes that address Illicit Discharges Existing Codes 41.08(e,g,h.2),50.04(c,f),50.06,50.09, 64.04(b,c), 92.16(a,b) ,95.01,95.02,95.17(1-4),95.18,96.23,96.24,and 158.211 effectively prohibit the disposal of any refuse, materials, litter, sediments, or any other pollutant into natural outlets and/or the storm drainage system. City Code 63.25(a.2,3,5)effectively prohibits homes or businesses with failing septic systems from repairing systems and requiring them to connect to the city sewer system, all new homes and businesses are required to connect to city sewer if available. Chapter 44 addresses new fertilizer regulations.	1. Review/Update City Codes as needed per permit year	1. Currently Implemented	Public Works/Code Compliance
			2. Document and Report the number of Code Violations per permit year	2. Currently Implemented	
3c	01	Perform Illicit Discharge Screening A program is designed using the Center for Watershed Protection Outfall Reconnaissance Inventory (ORI) manual as a reference, where city personnel using the ORI (Outfall Reconnaissance Inventory) handbook, will perform illicit discharge screening. This illicit discharge screening will occur on Industrial Outfalls twice /year, and MS4 outfalls once/year. Public Works equipment operators are trained to identify Illicit Discharges while performing canal maintenance throughout the remainder of the city drainage system. Port St Lucie also will track sewage conversions from septic tanks to city sewer. All newly constructed homes are required to hook up to city sewer where available.	1. Document and Report the number of Industrial Outfalls screened	1. Currently Implemented	Public Works/Code Compliance/Utilities Systems
			2. Document and Report the number of MS4 outfalls screened	2. Currently Implemented	
			3. Document and Report the miles of canals screened	3. Currently Implemented	
			4. Document and Report the total outfalls with indications of possible storm water pollution as per ORI Handbook	4. Currently Implemented	
			5. Document and Report the Conversions from septic to city sewer	5. Currently Implemented	
			6. Document and Report new construction connected to city sewer	6. Currently Implemented	

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3d	01	<p>Industry/Business Education Program</p> <p>The City will develop education material to deliver to the businesses, either through a trade association, email blasts, mailings, brochures, door to door, or other means deemed appropriate by the City.</p>	1. Document and Report the number of industry/businesses that received educational material	1. Currently Implemented	Public Works /Communications
		<p>General Public Education Program</p> <p>Port St Lucie includes illicit discharge education in Minimum Control Measure One "Public Education and Outreach". Links are included on the city web page on illicit discharge educational material, including what constitutes an illicit discharge and their dangers to the environment.</p>	1. Document and Report the number of hits on the Illicit discharge web page	1. Currently Implemented	
			2. Document and Report the number of hits on the Harmful affects web page	2. Currently Implemented	
3d	03	<p>Municipal Employee Education Program</p> <p>Port St. Lucie will train selected employees from Engineering, Public Works, Code Enforcement and Utility Systems on the hazards of illicit discharges, and detecting and eliminating illicit discharges.</p>	1. Document and Report the number of Municipal employees trained on IDDE	1. Currently Implemented	Public Works
			2. Document and report the number of contractors trained in IDDE	2. Currently Implemented	

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4a	01	<p>Municipal Codes for Erosion and Sediment Control City Code Sections 156.132 and 157.83-85 require erosion and sedimentation control on construction projects that result in a land disturbance of greater than or equal to one acre, or part of a larger common plan of development or sale that disturbs an acre or more. Penalties are assessed under procedure NPDES-03</p>	1. Review/Update City Codes as needed	1. Currently Implemented	Public Works/Code Compliance
4b	01	<p>Erosion and sediment control on construction sites. City Code Sections 156.132 and 157.83-85 requires erosion and sedimentation control on construction projects that result in a land disturbance of greater than or equal to one acre, or part of a larger common plan of development or sale that disturbs an acre or more. Through the City Engineering permitting process, a permit is not approved until erosion and sediment controls are inspected and a pre-job briefing is conducted to discuss BMP's, city expectations and enforcement policies. Penalties are assessed under procedure NPDES-03.</p>	1. Document and Report the number of active sites.	1. Currently Implemented	Public Works
			2. Document and Report the number of pre-construction meetings conducted	2. Currently Implemented	
4c	01	<p>Waste control on construction sites. City Code Chapter 50 and City Code 95.17(5) requires trash control for construction projects that result in a land disturbance of greater than or equal to one acre, or part of a larger common plan of development or sale that disturbs an acre or more. Inspections and Penalties are addressed under NPDES procedures in the Engineering Dept.</p>	1. Document and Report the number of active sites.	1. Currently Implemented	Public Works/Code Compliance
4d	01	<p>Site Plan Review Process Port St. Lucie will review all projects that result in a land disturbance of greater than or equal to one acre, or part of a larger common plan of development or sale that disturbs an acre or more, as per code 153.23, 153.24, 156.126, and 157.146-152 for consideration of potential water quality impacts. The City will also notify applicants of the potential of need of ERP and CGP permit coverage</p>	1. Document and Report the number of site plans reviewed	1. Currently Implemented	Public Works
			2. Document and report the number of applicants notified of the potential need of ERP and CGP permits	1. Currently Implemented	

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4e	01	<p>Storm water Hotline Port St. Lucie will publicize a Storm water Hotline using the city web page, construction site notices, and public service announcements (PSA's) on the local government access channel. This hotline will be a dedicated phone number that allows the public to comment on construction sites that are discharging polluted storm water. As a condition of site permitting, contractors would be required to post a notice onsite with the hotline telephone number. The information gathered from this source would be given to the construction inspectors for follow-up if needed.</p>	1. Document and Report the number of active sites with hotline notice posted	1. Currently Implemented	Public Works /Communications
			2. Document and Report the number of hits on hotline web page	2. Currently Implemented	
			3. Document and Report the number of hotline PSA's aired	3. Currently Implemented	
			4. Document and Report the number of hotline calls received	4. Currently Implemented	
			5. Document and Report the number of follow up inspections from hotline calls related to construction projects	5. Currently Implemented	
4f	01	<p>Construction site inspection program City inspectors conduct inspections during construction to verify BMP's are being implemented and that turbidity levels in storm water leaving the site are not elevated. Enforcement actions are taken as per NPDES-03 Enforcement policy procedure. During the first site visit the City will verify that the site has obtained the ERP and CGP if required</p>	1. Document and Report the number of Inspections performed	1. Currently Implemented	Public Works
			2. Document and report the number of required sites with an ERP and CGP	2. Currently Implemented	
			3. Document and Report the enforcement Actions taken per NPDES-03 procedure	3. Currently Implemented	
			4. Document and Report the number of follow-up inspections from enforcement actions	4. Currently Implemented	

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6a	01	<p>Storm Drain Inlets/Baffle Boxes</p> <p>Port St. Lucie will remove accumulation of sediments and debris from storm inlets and baffle boxes throughout the city and dispose of waste accordingly. The amount of debris disposed of is included in measurable goal 6a.04.2.</p>	1. Document and Report the number of inlets cleaned	1. Currently Implemented	Public Works
6a	02	<p>Swale Liner</p> <p>Port St Lucie will install swale liner in swales to prevent drainage problems and erosion of swale bottoms. The City will have sediment and debris removed from the city swale system on a continuous basis throughout the year before it reaches downstream waters.</p>	1. Document and Report the amount of swale liner installed	1. Currently Implemented	Public Works
			2. Document and Report the amount of debris in cubic yards removed	2. Currently Implemented	
6a	03	<p>Drainage Right of Ways</p> <p>Port St Lucie will perform general maintenance in canals, removing sediments from canal bottoms, and ensuring proper operations of drainage system</p>	1. Document and Report the number of miles of drainage right of ways maintained	1. Currently Implemented	Public Works
6a	04	<p>Street Sweeping</p> <p>Port St Lucie will sweep streets with curb and gutter to remove deposits. Deposits picked up will be disposed of accordingly.</p>	1. Document and Report the number of miles of streets swept	1. Currently Implemented	Public Works
			2. Document and Report the amount of cubic yards of street sweepings, inlet and baffle box cleaning disposed of	2. Currently Implemented	
6a	05	<p>Aquatic Vegetation Control</p> <p>Port St Lucie will maintain wetlands, canal, lakes, and ponds eradicating invasive non-native plant species, and planting native plant vegetation for nutrient removal.</p>	1. Document and Report the amount of aquatic acres maintained	1. Currently Implemented	Public Works

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6a	06	<p>Water Control Structures Port St Lucie will inspect all water control structures on a quarterly basis, in the drainage system for damage, proper function ability, and signs of storm water pollution.</p>	1. Document and Report the total number of inspections	1. Currently Implemented	Public Works
6a	07	<p>Quarterly Municipal Facilities Stormwater Inspections The City will conduct quarterly inspections on municipal yards/facilities not covered under the NPDES Multi-Sector Generic Permit (MSGP)</p>	1. Document and report the number of Municipal facilities	1. Currently Implemented	Public Works
			2. Document and Report the number of site inspections performed	2. Currently Implemented	
6b	01	<p>Training for Municipal Employees Port St. Lucie will train Parks and Recreation Department, Utility Systems Department and Engineering Department employees in Stormwater pollution prevention training. It will also include inspector training with available materials, such as the Florida Erosion and Sediment Control Inspectors Manual. Records will be kept of training dates and attendees.</p>	1. Document and Report the number of city personnel trained in Stormwater pollution prevention	1. Currently Implemented	Public Works
			2. Document and Report the number of employees certified FDEP Florida Stormwater Erosion and Sedimentation Inspectors	2. Currently Implemented	