



Florida Department of Environmental Protection

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

Rick Scott
Governor

Carlos Lopez-Cantera
Lt. Governor

Ryan Matthews
Interim Secretary

Sent via ePost

April 3, 2017

John B. Hale
Assistant Vice President
University of North Florida
1 UN Dr
Jacksonville, FL 32261

Subject: University of North Florida Phase II Municipal Separate Storm Sewer System (MS4)
NPDES Permit ID Number FLR04E158 (Cycle 1)
Notice of Permit Coverage – Cycle 1

Dear Mr. Hale,

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) and the applicable permit processing fee for permit coverage under the Phase II MS4 Generic Permit.

This letter serves to acknowledge that your NOI is complete and that your request for coverage under the Phase II MS4 Generic Permit is approved. **Coverage under this permit is effective as of April 1, 2017 and will expire on March 31, 2022.** Your permit identification number is FLR04E1578.

This letter is not a permit. 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 (both are attached) and comply with all requirements of the Phase II MS4 Generic Permit. A copy of the generic permit, which provides general requirements for developing the SWMP, is available online at http://www.dep.state.fl.us/water/stormwater/npdes/docs/Phase_II_MS4_GP.pdf or by contacting the NPDES Stormwater Program. Please review Appendix A of your NOI and the generic permit carefully, to clearly understand your obligations under the permit.

Please note that annual reports summarizing your SWMP implementation efforts for each year, are required for Year 1-5 of your five-year permit coverage term, as follows:

- The **Year 1 Annual Report** should cover the 12-month period from **April 1, 2017 through March 31, 2018** and is **due by September 30, 2018**.
- The **Year 2 Annual Report** should cover the 12-month period from **April 1, 2018 through March 31, 2019** and is **due by September 30, 2019**.
- The **Year 3 Annual Report** should cover the 12-month period from **April 1, 2019 through March 31, 2020** and is **due by September 30, 2020**.
- The **Year 4 Annual Report** should cover the 12-month period from **April 1, 2020 through March 31, 2021** and is **due by September 30, 2021**.
- The **Year 5 Annual Report** should cover the 12-month period from **April 1, 2021 through March 31, 2022** and is **due by September 30, 2022**.

If you have any questions, please contact Cierra Robinson at (850) 245-7542 or Cierra.Robinson@dep.state.fl.us.

Sincerely,



Borja Crane-Amores
Program Administrator
NPDES Stormwater Program

Enc: Approved NOI for Cycle 1

Cc: Dan Endicott, Director, Environmental Health & Safety



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 _____

RECEIVED

MAR 29 2017

FL Department of
Environmental Protection
NPDES Stormwater Notices Cent

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: University of North Florida		
B.	Name of the Phase II MS4 Responsible Authority: John B. Hale, PE		
	Title: Assistant Vice President, Administration & Finance		
	Mailing Address: 1 UNF Drive		
	City: Jacksonville	Zip Code: 32216	County: Duval
	Telephone Number: 904.620.1713		
C.	Name of the Designated Phase II MS4 Stormwater Management Program Contact: Dan Endicott		
	Title: Director		
	Department: Environmental Health & Safety		
	Mailing Address: 1 UNF Drive		
	City: Jacksonville	Zip Code: 32216	County: Duval
	Telephone Number: 904.620.2022		
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 ° 16 ' 06 " Longitude: 81 ° 30 ' 27 "		
F.	Phase II MS4 ownership status (check one): <input type="checkbox"/> Public <input checked="" type="checkbox"/> State <input type="checkbox"/> Federal		
G.	Total resident population of the Phase II MS4: 3,726		
H.	Name of the urbanized area(s) the Phase II MS4 is located within (if applicable): N/A		
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.	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:

Sawmill Slough	_____	_____
Boggy Branch	_____	_____
Ryals Swamp	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

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. |
| <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): John B. Hale, PE

Title: Assistant Vice President

Signature:  Date: 3/22/2017

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



UNIVERSITY of NORTH FLORIDA
 Controller's Office
 1 UNF Drive, Building 53
 Jacksonville, Florida 32224-2645
 (904) 620-2920

Wells Fargo Bank, N.A.
 Jacksonville, FL
 64-975 / 612

00251878

DEPARTMENT OF ENVIRONMENTAL PROTECTION
 Name in box should match payee name below.

Check Date
03/28/17

Check Amount
*****5,625.00

PAY **Five Thousand Six Hundred Twenty Five & 00/100*****

TO THE ORDER OF

DEPARTMENT OF ENVIRONMENTAL PROTECTION
 Receipts Section
 P O Box 3070
 Tallahassee FL 32315-3070

John B. Hale
Shari A. Shuman

AUTHORIZED SIGNATURE
 This Check Void After 180 Days

SIGNATURE AREA CONTAINS A KNIGHT & FINGERPRINT CHECK WORDING

⑈0000251878⑈ ⑆0612097561⑆ 2079940016882⑈

ABSENCE OF PINK U.S. PATENT NUMBERS UNDER SIGNATURE INDICATES CHECK IS FRAUDULENT PATENT NUMBERS ARE PRINTED WITH HEAT SENSITIVE INK & WILL DISAPPEAR WHEN BLOWING OR RUBBING

SECTION I. PHASE II MS4 OPERATOR INFORMATION

A.	Name of the Phase II MS4 Operator: University of North Florida		
B.	Name of the Phase II MS4 Responsible Authority: John B. Hale, PE		
	Title: Assistant Vice President, Administration & Finance		
	Mailing Address: 1 UNF Drive		
	City: Jacksonville	Zip Code: 32216	County: Duval
	Telephone Number: 904.620.1713		
C.	Name of the Designated Phase II MS4 Stormwater Management Program Contact: Dan Endicott		
	Title: Director		
	Department: Environmental Health & Safety		
	Mailing Address: 1 UNF Drive		
	City: Jacksonville	Zip Code: 32216	County: Duval
	Telephone Number: 904.620.2022		
D.	E-mail Address: dendicot@unf.edu		
	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 ° 16 ' 06 "	Longitude: 81 ° 30 ' 27 "	
F.	Phase II MS4 ownership status (check one): <input type="checkbox"/> Public <input checked="" type="checkbox"/> State <input type="checkbox"/> Federal		
G.	Total resident population of the Phase II MS4: 3,726		
H.	Name of the urbanized area(s) the Phase II MS4 is located within (if applicable): N/A		
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		

**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 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>01</u>	Internet Distribution	1. Gather information and develop section on web site.	1. Permit Year 1	Environmental Health & Safety (EH&S)
		Develop stormwater section on a web site that addresses stormwater issues and pollutant impacts.	2. Post information on web page and provide link for students and staff.	2. Permit Years 2-5	
			3. Set up page counter and keep track of number of hits.	3. Permit Years 2-5	
<u>1a</u>	<u>02</u>	Public Education & Outreach	1. Develop brochures.	1. Permit Year 1	Environmental Health & Safety (EH&S)
		Educational brochures regarding our storm water system management program for inclusion with student orientation.	2. Distribute brochures with student orientation materials and track number.	2. Permit Years 2-5	
			3.	3.	
<u>1a</u>	<u>03</u>	Public Education & Outreach	1. Develop PSA's.	1. Permit Year 1	Environmental Health & Safety (EH&S)
		Public service announcements regarding the UNF storm water protection program.	2. Track and report the number of PSA's published.	2. Permit Years 2-5	
			3.	3.	

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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
<u>2a</u>	<u>01</u>	Public Input Include BMP's in stormwater sub-element of Element 9 (General Infrastructure) in the University's Master Plan. Submit for community input through Public Hearings and Agency Review of Master Plan.	1. Document changes to goals, objectives and policies for the stormwater sub-element in the Master Plan.	1. 2020 Master Plan update and at every 5 yr. update thereafter.	Campus Planning, Design & Construction (CPDC)
			2. Submit to City of Jacksonville and outside agencies for review per FL Statutes. Document letters of transmittal.	2. Same as above	
			3. Document and report comments and any changes to sub-element based on comments.	3. Same as above	
			4.	4.	
<u>2a</u>	<u>02</u>	Public Involvement / Participation Promote campus clean-up events by University employees and student / staff volunteer groups.	1. Track and report the number of clean-up events.	1. Years 1-5	EH&S
			2. Track and report the number of volunteers involved.	2. Years 1-5	
			3.	3.	
			4.	4.	

Page # 2 of 7 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
<u>3a</u>	<u>01</u>	A complete map of the stormwater drainage system is maintained by Physical Facilities.	1. Create base map of the stormwater drainage system including all outfall locations and receiving waters.	1. Permit year 1	Physical Facilities (PF)
			2. Update map and track the total number of outfalls added.	2. Permit years 2-5	
<u>3b</u>	<u>01</u>	Develop a University Policy that defines and prohibits illicit discharges into the stormwater systems.	1. Create policy and procedures.	1. Permit year 1	EH&S, CPDC and PF
			2. Track any changes to the policy and procedures.	2. Permit years 2-5	
<u>3c</u>	<u>01</u>	Expand campus wide inspections with particular attention to system inputs and outfall points. Include specific training as needed to recognize hazards (i.e. petroleum spills, litter, etc.).	1. Train field personnel as to how to identify illicit discharges and incorporate into daily activities. Track number of people trained.	1. Permit year 1	EH&S / PF
			2. Establish illicit discharge detection and elimination quarterly inspection work orders in FAMIS.	2. Permit year 2	
			3. Document inspection results in work orders and report number of discharge detection and elimination inspections completed.	3. Permit years 2-5	
			4. Document and report follow-up action for illicit discharges detected and reported.	4. Permit years 2-5	
<u>3d</u>	<u>01</u>	Include information regarding illicit discharge, illegal dumping and disposal of hazardous waste on the Web site. Develop and publish information for distribution to the campus community (i.e. Osprey Update and brochures) to target on-campus businesses, employees and students.	1. Develop webpage.	1. Permit year 1	EH&S
			2. Publish information to inform the University community and track number of publications and brochures distributed.	2. Permit years 2-5	
			3. Track number of hits on website	3. Permit years 2-5	

Page # 3 of 7 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	Establish erosion/sediment control requirements through written definition and directives added to the University's "Building Construction Guidelines". This document provides the framework for all A/E Consultants' preparation of their Project Manuals.	1. Develop directives in "Building/Construction Guidelines".	1. Permit year 1.	CPDC
			2. Review and adopt guideline inclusions.	2. Permit year 2	
			3. Report any changes to Guidelines.	3. Permit years 2-5	
4b	01	Include in the "Construction Guidelines", the requirement for the A/E plans and specs to stipulate the site contractor's responsibility to prepare an erosion and sediment control plan.	1. Update "Building/Construction Guidelines".	1. Permit year 1	CPDC and Office of the General Counsel (OGC)
			2. Amend construction contract language.	2. Permit year 1	
		Incorporate language in standard contracts for Contractor to prepare and submit and erosion and sediment control plan.	3. Track number of exterior construction projects requiring an SWPPP.	3. Permit years 2-5	
4c	01	Include in the "Construction Guidelines", the requirement for the A/E plans and specs to stipulate the site contractor's responsibility to appropriately control and dispose of construction waste.	1. Update "Building/Construction Guidelines".	1. Permit year 1	CPDC, PF and OGC
			2. Amend construction contract language.	2. Permit year 1	
		Incorporate language in standard contracts for Contractor to control and dispose of construction waste.	3. Track number of exterior construction projects requiring an SWPPP.	3. Permit years 2-5	

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 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
4d	01	Develop site plan review procedure to consider water quality impacts and review of Contractor's SWPPP.	1. Update Building Code Administration Program with site plan review procedure.	1. Permit year 1	EH&S
			2. Implement site plan review for water quality impacts.	2. Permit years 2-5	
			3. Document plan review comments and directives.	3. Permit years 2-5	
4e	01	Set up notification process for receiving comments or observations by the general public, students and staff.	1. Establish requirement to add contact phone number to the job site sign.	1. Permit year 1	CPDC
			2. Keep a record of comments, responses and follow up actions on an annual basis.	2. Permit years 1-5	
4f	01	Site inspection and enforcement of control measures.	1. Update Building Code Administration Program to include inspection of SWPPP measures. Withhold payments until compliance with SWPPP.	1. Permit year 1	CPDC, PF and EH&S
			2. Train Campus Project Managers.	2. Permit year 2	
			3. Document inspections and corrective actions.	3. Permit years 2-5	

Page #5 of 7 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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
—	—	N/A	1.	1.	
			2.	2.	
			3.	3.	
			4.	4.	

Page # 6 of 7 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
<u>6a</u>	<u>01</u>	Develop and implement an operation and maintenance program to prevent or reduce pollutant runoff from fertilizers and pesticides, oil interception and containment from vehicle maintenance shops, construction sites, and inspection of the storm water systems including ditches, drains, and control structures.	1. Track and report changes to procedures where pollution prevention will be enhanced.	1. Permit year 2	EH&S, PF, CPDC, Athletics, Campus Rec, Ogier Gardens, Business Services, Lessees and Housing.
			2. Track and report changes to material storage procedures.	2. Permit year 2	
			3. Keep an annual record of the number of storm water system inspections, issues found, remedial action including cleaning and repairs.	3. Permit years 2-5	
<u>6b</u>	<u>02</u>	Train employees on how to prevent or reduce stormwater pollution from operator activities using the Good Housekeeping and Material Storage procedures developed.	1. Review operator activities.	1. Permit year 2	EH&S, CPDC and PF
			2. Develop training programs to reduce or prevent pollution.	2. Permit year 2	
			3. Keep an annual record of the number of employees trained or retained.	3. Permit years 3-5	

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