



**Notice of Intent to Use National Pollutant Discharge Elimination
System (NPDES) Two-Step Generic Permit for Discharge of
Stormwater from Phase II Municipal Separate Storm Sewer Systems
DEP Form 62-621.300(7)(b)
Effective February 16, 2021**

Fr,Part I. Instructions

This Notice of Intent (NOI) form shall be completed and submitted to the NPDES stormwater program as part of the request for coverage under the NPDES Two-Step Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer (MS4) Systems subsection 62-621.300(7)(a), F.A.C. Applicants must be familiar with the Rule, Generic Permit, Appendix A, and instructions before completing this NOI form. **Attach information on separate sheets as necessary.**

- a. Submit this completed form, supporting documentation, and the permit fee to the NPDES Stormwater Notice Center, 2600 Blair Stone Rd., M.S. #3585, Tallahassee, FL 32399. Electronic submittal is preferred.
- b. Payment of the permit fee shall be in accordance with Rule 62-4.050(4)(d)(6), F.A.C., and may be mailed by check to the address listed above. Instructions for electronic payment of the permit fee can be obtained by contacting the NPDES Stormwater Notice Center at 850-245-7522 or 866-336-6312 (toll-free). **DEP will not process this form without submittal of the appropriate fee.**
- c. Provide public notice pursuant to subparagraph 62-620.550(3)(b), F.A.C.
- d. File the completed NOI by the appropriate deadline under subparagraph 62-624.800(1)(b), F.A.C.

Part II. MS4 Operator Information

MS4 Operator Name: Charlotte County

Name of the Responsible Authority: Emily Lewis

Title: Deputy County Administrator

Mailing Address (Street or P.O. Box): 18500 Murdock Circle

City: Port Charlotte Zip Code: 33948 County: Charlotte

Phone Number: 941-743-1944 E-mail Address: Emily.Lewis@charlottecountyfl.gov

Name of the Designated Phase II MS4 Stormwater Management Program Contact:

Joanne Vernon, P.E.

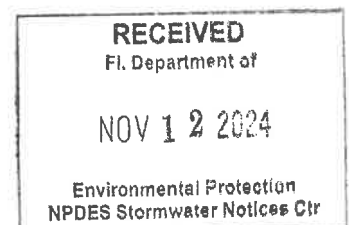
Title: County Engineer

Mailing Address (Street or P.O. Box): 410 Taylor Street, Suite 104

City: Punta Gorda Zip Code: 33950

County: Charlotte

Phone Number: 941-575-3661 E-mail Address: Joanne.Vernon@charlottecountyfl.gov



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Part III. Location of the Phase II MS4

Physical Address (if different than the mailing address above):

Same as above

City or Town: Enter Phase II MS4 city. Zip Code: Enter Phase II MS4 zip code. County: Enter Phase II MS4 county.

Approximate Center of MS4: Latitude: 26 ° 53 ' 53 " Longitude: 81 ° 57 ' 14 "

Ownership Status: ☒ Public ☐ State ☐ Federal

Total resident population of the Phase II MS4: 169,551

Name of the U.S. Census Urbanized Area(s) the Phase II MS4 is located within (if applicable):

North Port-Punta Gorda UA; Sarasota-Bradenton UA

Part IV. Sharing Responsibility

1. Another entity, regulated under 62-624, F.A.C. has agreed to implement *all* permit obligations on my behalf. ☒ No ☐ Yes

1a. If yes, provide the following information:

Name of the entity implementing all permit obligations on my behalf: Enter name of Permitted Phase II MS4 that implements all your permit obligations on your behalf.

Responsible Authority Name and Title: Enter name and title of RA of Phase II MS4 that implements all your permit obligations.

Mailing Address (Street or P.O. Box): Enter Phase II MS4 street/P.O. Box.

City: Enter Phase II MS4 city. Zip Code: Enter Phase II MS4 zip code. County: Enter Phase II MS4 county.

Phone Number: Enter Phase II MS4 phone number. E-mail Address: Enter Phase II MS4 email.

2. Another entity implements **one or more** of the minimum control measures (or component thereof) on my behalf. ☐ No ☒ Yes

2a. If yes, provide the following information:

Name of the entity implementing some of the permit obligations on my behalf: Charlotte Harbor Environmental Center

Name and Title of Entity Representative: Michael Bednar, CEO

Mailing Address (Street or P.O. Box): 10941 Burnt Store Road

City: Punta Gorda Zip Code: 33955 County: Charlotte.

Phone Number: 941-575-5435 E-mail Address: www.checkflorida.org

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Part V. 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. Attach additional pages as needed.

Gulf of Mexico
Oyster Creek
Peace River
Shell Creek
Deep Creek
Tippecanoe Bay

Charlotte Harbor
Rocky Creek
Alligator Bay
Hunter Creek
Indian Creek
Bay Harbor

Lemon Bay
Myakka River
Turtle Bay
Whidden Bay
Broad Creek
North Fork

Part VI. Minimum Control Measures

Use Appendix A to list Best Management Practices (BMP) for each minimum control measure described in Parts V.B and X of the generic permit. List all BMPs currently in place or planned for all elements under each minimum control measure. You must include a minimum of one BMP for each of the elements provided in the form, but more than one BMP for each element may be necessary to achieve the performance standard.

The following information must be provided for each BMP in Appendix A:

BMP Identification Number: Uniquely identify the BMP and organize it within the appropriate element of each minimum control measure.

BMP Description: Provide a narrative description of the activity that will be implemented. The BMP description can include the name of a program, publication, procedure, document, or other descriptor that indicates the name or action of the BMP.

Measurable Goal: Enter the information that will be collected and used to account for and document development and/or implementation of the BMP. The outcomes of measurable goals will be summarized¹ and provided in reports to the Department. Examples of measurable goals are provided throughout Appendix A. Note: Some BMPs, such as ordinance adoption, standard operating procedure development, etc. once developed, will not require a measurable goal, unless a change to that item is planned and requires a schedule.

Schedule for Implementation (and/or completion for the development of new BMPs): Specify timeframes in which each BMP will be developed. Once developed, indicate the schedule by which it will be implemented thereafter, (e.g. Years 1, 2, 3, etc.) during the permit term. Where it is feasible and preferred, you may enter a frequency, e.g. “annually”, “quarterly”, etc. to specify when the BMP will be implemented and/or how often it will be documented.

¹ The Department requires summarized information in reports, but the permittee must keep detailed records of BMP implementation. Detailed information is generally reviewed upon request and/or confirmed during compliance assessments, such as audits.

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Responsible Entity: Indicate the individual, position or division within the permittee's organization that will implement the BMP. If an entity outside of the permittee's organization will implement the BMP, specify that fact both in Appendix A and in Part IV of this NOI.

Attach all pages of Appendix A to your NOI, as this will serve as written documentation of your required stormwater management program and constitute the second step for obtaining coverage under the two-step Phase II MS4 generic permit. Unless submitting monitoring data and/or information requested by the Department, do not submit any other materials with your NOI.

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Indicate the number of BMPs listed in Appendix A for each minimum control measure:

Public Education and Outreach: 7

Public Involvement/Participation: 6

Illicit Discharge Detection and Elimination: 12

Construction Site Stormwater Runoff Control: 11

Post-Construction Stormwater Management: 1

Pollution Prevention/Good Housekeeping: 11

Basin Management Action Plans and/or Reasonable Assurance Plans: 1

Total Maximum Daily Loads without a BMAP: 0

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Part VII. Certification²

I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision, and in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on 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 knowingly committing violations.

Name of the Phase II MS4 Responsible Authority (type or print): Emily Lewis

Title: Deputy County Administrator

Signature: Enter RA signature.

Date signed: Click or tap to enter a date. Phone Number: 941-743-1582

Email Address: Emily.Lewis@charlottecountyfl.gov

² Signatory requirements are contained in Rule 62-620.305, F.A.C.

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Appendix A-Stormwater Management Program**

Appendix A-Stormwater Management Program

1. Public Education and Outreach Minimum Control Measure [Part V.B.1 of the Phase II MS4 generic permit]

- a. Implement a program to distribute educational materials to the community, and/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.

BMP Description and/or Subject or Topics: May include, but are not limited to the following: General Stormwater Information, Pesticide and Fertilizer Application, Pet Waste Management, Recycling, Residential Yard Waste Management (e.g. onsite leaves and grass clippings), Riparian Corridor Protection/Restoration, Storm drain Marking, Trash Management.

Delivery Methods: May include, but are not limited to the following: Brochures, Contests, Displays/Posters/Kiosks, Government Event, Local Public Service Announcement, Meetings, Newspaper Articles, Publication of MS4 Annual Report(s), Publication of Stormwater Management Program, School Programs, Social Media, Special Events/Fairs, Targeted Group Training, Videos, Website.

Target Audiences: May include, but are not limited to: Agricultural, Businesses, Contractors, Industries, Public, Public Employees, Residential, Restaurants, etc.

Measurable Goal: Indicate the information you will collect and use to describe implementation of the corresponding BMP, (e.g. number of web hits, attendees, etc.)

Schedule for Implementation: Provide the permit year(s) and/or frequency at which you will develop and/or implement the BMP (e.g. quarterly, monthly, etc.)

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Table 1. Public Education and Outreach BMPs

BMP #	BMP Description and/or Subject or Topic	Target Audience	Delivery Method	Measurable Goal	Schedule for Implementation	Responsible Entity
1a-01a	General Stormwater Management Information: Distribute education materials that teach the public about the impacts of stormwater pollution, how to identify stormwater discharges, and where to report suspected illicit stormwater discharges.	Public	Brochures/Pamphlets	Number of stormwater education materials distributed including non-English materials	Annual	Public Works/Charlotte Harbor Environmental Center
1a-01b	General Stormwater Management Information	Public	Brochures/Pamphlets	Number and locations of literature distribution	Annual	Public Works
1a-02a	Storm Drain Marking	Public	Signage	Number of storm drain marked.	Annual	Public Works
1a-02b	Storm Drain Marking	Public	Signage	List of location of newly marked storm drains	Annual	Public Works
1a-03a	Household Hazardous Waste Disposal	Public	Brochures/Pamphlets	Amount of Household hazardous waste collected at transfer stations.	Annual	Public Works/Solid Waste

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BMP #	BMP Description and/or Subject or Topic	Target Audience	Delivery Method	Measurable Goal	Schedule for Implementation	Responsible Entity
1a-03b	Host and advertise household hazardous waste disposal	Public	Signage	Number of pick up collection days per year and the number of locations	Annual	Public Works/Solid Waste
1a-03c	Household Hazardous Waste Disposal	Public	Brochures/Pamphlets	Number of educational materials distributed, or notices placed.	Annual	Public Works/Solid Waste

2. Public Involvement/Participation Minimum Control Measure [Part V.B.2 of the Phase II MS4 Generic Permit]

- a. Implement a public participation/involvement program that includes delivery methods to participants and complies with state and local public notice requirements.

BMP Description and/or Subject or Topics: May include, but are not limited to the following: General Stormwater Information, Green Infrastructure/Better Site Design/Low Impact Development, Illicit Discharge Detection and Elimination, Infrastructure Maintenance, Pesticide and Fertilizer Application, Pet Waste Management, Recycling, Residential Yard Waste Management (e.g. onsite leaves and grass clippings), Riparian Corridor Protection/Restoration, Storm drain Marking, Transportation/Commuting (e.g., commuter reduction, carpooling, leaky cars), Trash Management.

Delivery Methods: May include, but are not limited to the following: Citizen Committee Meetings, Government Meeting (e.g. public hearing, Council meeting), Involvement in Development of Stormwater Program Annual Report, Involvement in Development of Stormwater Management Program, Involvement in Development of Ordinances to Control Discharges of Stormwater to MS4, Public Workshop, Volunteer Event.

Target Participants: May include, but are not limited to: Agricultural, Businesses, Contractors, Industries, Public, Public Employees, Residential, Restaurants.

Measurable Goal: Indicate the information you will collect and use to describe implementation of the corresponding BMP, (e.g. number of workshops, events, attendees, etc.)

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Schedule for Implementation: Provide the permit year and/or frequency at which you will develop and/or implement the BMP, (e.g. quarterly, monthly, etc.)

Table 2. Public Involvement/Participation BMPs

BMP #	BMP Description and/or Subject or Topic	Target Audience	Delivery Method	Measurable Goal	Schedule for Implementation	Responsible Entity
2a-01a	General Stormwater Management Information: Provide opportunities to comment upon and question NPDES permit requirements.	Public	Citizen Committee Meetings	Number of meetings held which involve the opportunity to discuss NPDES Permit and MS4.	Annual	Public Works
2a-01b	Develop and conduct presentations to appropriate Permittee departments, boards, commissions and the public as needed.	Public	Citizen Committee Meetings	Number of meetings that include a presentation relating to the NPDES permit.	Annual	Public Works
2a-02	Provide appropriate notice to the public regarding opportunities to participate in public events and attend public programs.	Public	Public Notices	Number of public notices provided, and the media used to provide public notice.	Annual	Public Works
2a-03a	General Stormwater Management Information Continue to implement public education and outreach events and	Public	Public Workshop	Number of events.	Annual	Public Works, Charlotte Harbor Environmental Center, Cooperative Extension Service

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BMP #	BMP Description and/or Subject or Topic	Target Audience	Delivery Method	Measurable Goal	Schedule for Implementation	Responsible Entity
	programs, providing information including as: stormwater pollution prevention, pesticide, herbicide and fertilizer minimization, identifying potential illicit discharges, Florida-friendly landscaping, septic tank maintenance, water conservation, volunteer water quality testing, etc.					
2a-03b	General Stormwater Management Information Continue to implement public education and outreach events and programs, providing information such as: stormwater pollution prevention, pesticide, herbicide and fertilizer minimization, identifying potential illicit discharges, Florida-friendly landscaping, septic tank maintenance, water conservation,	Public	Public Workshop	Estimated number of participants	Annual	Public Works, Charlotte Harbor Environmental Center, Cooperative Extension Service

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BMP #	BMP Description and/or Subject or Topic	Target Audience	Delivery Method	Measurable Goal	Schedule for Implementation	Responsible Entity
	volunteer water quality testing, etc.					
2a-03c	General Stormwater Management Information Continue to implement public education and outreach events and programs, providing information such as: stormwater pollution prevention, pesticide, herbicide and fertilizer minimization, identifying potential illicit discharges, Florida-friendly landscaping, septic tank maintenance, water conservation, volunteer water quality testing, etc.	Public	Public Workshop	Number of multimedia materials used.	Annual	Public Works, Charlotte Harbor Environmental Center, Cooperative Extension Service

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3. Illicit Discharge Detection and Elimination (IDDE) Minimum Control Measure [Parts V.B.3.a-d of the Phase II MS4 Generic Permit]

- a. Develop, if not already completed, a storm sewer system map showing the location of all outfalls, and the names and locations of all surface waters of the State that receive discharges from those outfalls. Include *multiple* BMPs for element 3a as follows, and add additional BMPs as needed:

3a-01 BMP Description: [Development of] Phase II MS4 Outfall Map.

Measurable Goal: Once the map is developed, the most recent date the map was updated will serve as the measurable goal in reports to the Department.

Schedule for Implementation: If the map is not yet developed, provide the anticipated permit year the Phase II MS4 Outfall Map will be completed. If the map is developed, enter the most recent date the map was updated.

3a-02 BMP Description: Maintain and update outfall information the Phase II MS4 Outfall Map.

Measurable Goal: Indicate that you will record the total number of Phase II MS4 outfalls mapped and provide in reports to the Department.

Schedule for Implementation: Provide the frequency at which you will update the Phase II MS4 Outfall map.

- b. To the extent allowable under state or local law, effectively prohibit, through ordinance or other regulatory mechanism, non-stormwater discharges into the MS4. Illicit discharges are defined in subsection 62-624.200(2), F.A.C.

BMP Description: [Development of] regulatory mechanism, e.g. ordinance, policy, instruction, etc. (If developed and effective, enter the name and/or citation of the regulatory mechanism as the BMP Description.

Measurable Goal: Once the mechanism is in place, the date it was most recently updated will serve as the measurable goal in reports to the Department.

Schedule for Implementation: If the regulatory mechanism is not yet developed, provide the permit year the mechanism is expected to become effective. If the regulatory mechanism is in place, enter the effective date.

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- c. Develop and implement a plan to detect and address non-stormwater discharges, including illicit discharges, illegal connections, illegal dumping, and improper disposal to the storm sewer system, and implement appropriate enforcement actions consistent with Part V.B.3.a of the Phase II MS4 generic permit. Include *multiple* BMPs for element 3c as follows:

3c-01 BMP Description: [Development of] a Standard Operating Procedure (SOP) per Part V.B.3.c of the Phase II MS4 generic permit. (If developed and effective, enter the name and/or location SOP).

Measurable Goal: Once the SOP is in place, the effective date will serve as the measurable goal in reports to the Department.

Schedule for Implementation: If the SOP is not yet developed, provide the permit year the SOP is expected to become effective. If the SOP is in place, enter the effective date.

3c-02 Illicit Discharge Detection Program: Utilize the SOP required under 3c-01 to perform illicit discharge detection and elimination activities. Subdivide the BMP to include the following BMP descriptions and associated measurable goals:

3c-02(a) BMP Description: Planned, scheduled or proactive screenings and/or inspections.

Measurable Goal: Indicate that you will summarize the number of scheduled screenings or inspections performed.

Schedule for Implementation: You may refer to the effective SOP for this schedule.

3c-02(b) BMP Description: Investigations based on complaints and/or conditions observed in the field.

Measurable Goal: Indicate that you will summarize the number of reactive investigations performed.

Schedule for Implementation: The timeframe for response once the report of a potential illicit discharge, non-stormwater discharge or illegal dumping incident is received should be provided in the SOP.

3c-03 BMP Description: Illicit Discharge Elimination

Measurable Goal: Indicate that you will summarize the number of investigations performed in reports to the Department.

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Schedule for Implementation: The timeframe for response once a potential illicit discharge, non-stormwater discharge or illegal dumping incident is confirmed should be provided in the SOP.

- d. Inform public employees, businesses and the general public of hazards associated with illicit discharges, illegal connections, illegal dumping and the improper disposal of waste. Include *multiple* BMPs for element 3d. In all cases, the schedule for implementation will be the timeframes in which you implement the BMP, and thus is not listed here.

Instructions for entering information for this element in Table 3 are provided below the BMP descriptions:

3d-01 BMP Description: Illicit discharge information (subject or topic) provided to public employees. The measurable goal is the number of employees informed.

3d-02 BMP Description: Illicit discharge information (subject or topic) provided to businesses. The measurable goal is the number of businesses informed.

3d-03 BMP Description: Illicit discharge information (subject or topic) provided to members of the general public. The measurable goal is the number of members of the general public informed.

BMP Description/Subject or Topics: May include, but are not limited to the following: Hazards Associated with illicit discharges (General), Pesticide and Fertilizer Application, Pet Waste Management, Residential Yard Waste Management (e.g. onsite leaves and grass clippings), Storm Drain Marking, Trash Management.

Delivery Methods: May include, but are not limited to the following: Brochures, Business or Tax Records Correspondence, Displays/Posters/Kiosks, Government Event, Local Public Service Announcement, Meetings, Newspaper Articles, Publication of MS4 Annual Report(s), Publication of Stormwater Management Program, Publication of Ordinance, School Programs, Social Media, Special Events/Fairs, Targeted Group Training, Utility Bill Insert, Videos, Website, Other (specify).

Target Audiences: Include a minimum of one BMP for each of the following:

Public Employees;

Businesses (e.g. Contractors, Restaurants, Landscaping Companies, Automotive Facilities, Industries, etc.); and

General Public (e.g. Residential, Schools, Clubs, Homeowners Associations).

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Measurable Goal: Indicate that you will summarize the number of activities performed (e.g. number of workshops, employees trained, inserts included with business license documents, etc.)

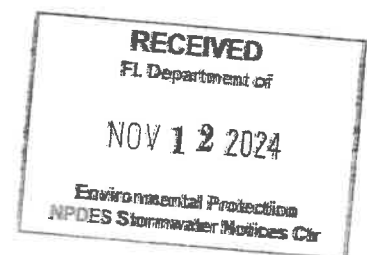
Table 3. Illicit Discharge Detection and Elimination (IDDE) BMPs

BMP #	BMP Description / Subject or Topic for Element 3d	Target Audience for Element 3d	Delivery Method for Element 3d	Measurable Goal	Schedule for Implementation	Responsible Entity
3a-01	Phase II Ms4 Outfall Map			Most recent date the map was updated	January 2022	Public Works
3a-02	Outfall Map: Maintain and update outfall information for the MS4 Outfall Map.			Total number of Phase II MS4 outfalls mapped	Annual	Public Works
3b-01	Regulatory Mechanism Ordinance 2008-001			Date of most recent update to the policy	Effective January 8, 2008	Public Works
3c-01	Standard Operating Procedure (SOP) per Part V.B.3.c of the Phase II MS4 generic permit. Effective 10/2020 County maintains copy of Handbook for Identifying Illicit Stormwater Discharge			Effective 10/2020	Effective date 10/2020	Public Works
3c-02-a	Planned, scheduled or proactive screenings and/or inspections.			Number of scheduled screenings or inspections performed.	Annually	Public Works
3c-02-b	Investigations based on complaints and/or conditions observed in the field			Number of reactive investigations performed.	Annually	Public Works

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BMP #	BMP Description / Subject or Topic for Element 3d	Target Audience for Element 3d	Delivery Method for Element 3d	Measurable Goal	Schedule for Implementation	Responsible Entity
3c-03	Illicit Discharge Elimination			Number of illicit discharges discovered and eliminated.	Annually	Public Works
3d-01	Illicit discharge information provided to public employees.	Employees	Training classes	Number of employees informed.	Annually	Public Works
3d-02	Illicit discharge information provided to businesses.	Businesses	Brochures	Number of businesses informed.	Annually	Public Works-Solid Waste
3d-03a	Illicit discharge information provided to Public	Public	CCTV	Number of messages aired	Annually	Public Works/Government Television
3d-03b	Illicit discharge information provided to the public.	Public	Website	Website hits concerning illicit discharge.	Annually	Public Works/Social Media Coordinator
3d-04	Maintain and advertise a County phone number for receiving citizen reports of suspected illicit discharges to or dumping into the MS4. Maintain an internal log of the citizen reports.	Public	CCTV/Website	Number of calls logged.	Annually	Public Works/Solid Waste

DEP Form 62-621.300(7)(b) incorporated in Rule 62-621.300(7), F.A.C.
Effective February 16, 2021



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4. Construction Site Stormwater Runoff Control Minimum Control Measure [Part V.B.4.a-f of the Phase II MS4 Generic Permit]

- 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, and control of wastes, as well as sanctions to ensure compliance, to reduce pollutants in any stormwater runoff to the Phase II MS4 from construction activities that will 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.

BMP Description: [Development of] regulatory mechanism, e.g. ordinance, policy, instruction, etc. (If developed and effective, enter the name and/or citation of the regulatory mechanism as the BMP Description.

Measurable Goal: Once the mechanism is in place, the date it was most recently updated will serve as the measurable goal in reports to the Department.

Schedule for Implementation: If the regulatory mechanism is not yet developed, provide the permit year the mechanism is expected to become effective. If the regulatory mechanism is in place, enter the effective date.

- b. Develop and implement requirements for construction site operators to implement appropriate erosion and sediment control best management practices.

BMP Description: Utilize a tracking system to record the location and operator information for construction sites regulated under the mechanism described in element 4a. Note: A single tool and/or process may be used to execute BMP(s) under Elements 4b and 4c.

Measurable Goal: Indicate you will collect and report the number of active construction sites that are required to adhere to local erosion and sediment control requirements within the specified time period.

Schedule for Implementation: Once developed and in place, provide the frequency at which you will collect information in order to implement the BMP (e.g. annually, quarterly, etc.).

- c. Develop and implement requirements for construction site operators to control wastes 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.

BMP Description: Utilize a tracking system to record the location and operator information for construction sites regulated under the mechanism described in element 4a.

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Measurable Goal: Indicate you will collect and report the number of construction sites that are required to adhere to local requirements to control wastes generated from construction activities during the specified time period.

Schedule for Implementation: See guidance for Element 4b.

- d. Develop and implement procedures for site plan reviews that incorporate considerations of potential water quality impacts. Include *multiple* BMPs for element 4d as follows:

4d-01 BMP Description: Review plans for compliance with the regulatory mechanism described in element 4a.

Measurable Goal: Indicate you will collect and report the number of site plans reviewed during the specified time period.

Schedule for Implementation: Once procedures for site plan review are developed, indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of site plans reviewed).

4d-02 BMP Description: Notify operators of qualifying construction sites, such as those who must comply with the mechanism described in element 4a, that coverage may be required under Environmental Resource Permits (ERP) pursuant to Rule 62-621.300(4), F.A.C. and/or Chapter 62-330, F.A.C.

Measurable Goal: Indicate you will collect and report the number of operators notified. Note: The tools and/or process identified in 4d-01 may be used to account for this BMP.

Schedule for Implementation: See guidance for Element 4d-01.

- e. Develop and implement procedures for receipt and consideration of information submitted by the public.

BMP Description: Utilize a tracking system to receive comments/complaints received from the public.

Measurable Goal: Indicate you will collect and report number of comments received from the public during the specified time period.

Schedule for Implementation: Once procedures for receiving and tracking comments and/or complaints is in place, indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of comments received).

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- f. Develop and implement procedures for site inspection and enforcement of control measures. Include *multiple* BMPs for element 4f as follows:

4f-01 BMP Description: Develop and/or implement a SOP as required in Part V.B.4.f of the Phase II MS4 generic permit.

Measurable Goal: Once the SOP is in place, the effective date will serve as the measurable goal in reports to the Department.

Schedule for Implementation: If the SOP is not yet developed, provide the permit year the SOP is expected to become effective. If the SOP is in place, enter the effective date.

4f-02 BMP Description: Conduct inspections of construction sites for compliance with the mechanism described in Element 4a. The measurable goal is the number of construction site stormwater runoff control inspections performed.

Measurable Goal: Indicate that you will summarize the number of inspections performed.

Schedule for Implementation: Once inspections are underway, indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of inspections performed).

4f-03 BMP Description: Track enforcement actions taken to address non-compliance with the regulatory mechanism described in element 4a.

Measurable Goal: Indicate that you will summarize the number of enforcement actions taken.

Schedule for Implementation: Indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of enforcement actions).

4f-04 BMP Description: Verify construction site operator has obtained coverage under ERP pursuant to subparagraph 62-621.300(4)(a), F.A.C. and/or Chapter 62-330, F.A.C., if required.

Measurable Goal: Indicate that you will summarize the number of sites and/or operators for which ERP coverage was verified.

Schedule for Implementation: Indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of sites for which coverage was verified).

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Table 4. Construction Site Stormwater Runoff Control BMPs

BMP #	BMP Description	Measurable Goal	Schedule for Implementation	Responsible Entity
4a-01	Regulatory mechanism: Ordinance 2008-001 Section 7 requires construction activities to implement erosion and sediment controls on site and includes sanctions to ensure compliance. Section 4-4-27 (Ordinance 2020-043) of Article II Charlotte County Sanitation Units, requires residential waste to be contained in dumpsters or similar containment.	Ordinance 2008-001 Effective January 2008 and Ordinance 2020-043 Effective November 2020	Ordinance 2008-001 Effective January 2008 Ordinance 2020-043 effective November 2020.	Public Works/Solid Waste
4b-01	Utilize a tracking system to record the location and operator information for construction sites regulated under the mechanism described in element 4a.	Collect and report the number of active construction sites that are required to adhere to local erosion and sediment control requirements within the specified time period.	Annual	Community Development and Public Works
4c-01	Utilize a tracking system to record the location and operator information for construction sites regulated under the mechanism described in element 4a.	Report the number of construction sites that are required to adhere to local requirements to control wastes generated from construction activities during the specified time period.	Annual	Community Development and Public Works
4d-01	Review plans for compliance with the regulatory mechanism described in element 4a. Develop and implement procedures for site plan reviews.	Develop SOP for site plan review process.	SOP will be developed in Year 1.	Community Development and Public Works
4d-02	Notify operators of qualifying construction sites, such as those who must comply with the mechanism described in element 4a, that coverage may be required under Environmental Resource Permits (ERP) pursuant to Rule 62-621.300(4), F.A.C. and/or Chapter 62-330, F.A.C.	Collect and report the number of operators notified.	Annual	Community Development and Public Works
4e-01	Utilize a tracking system to receive comments/complaints received from the public.	Collect and report number of comments received from the public during the specified time period.	Annual	Public Works and Community Development

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BMP #	BMP Description	Measurable Goal	Schedule for Implementation	Responsible Entity
4f-01(a)	Implement the <i>Construction Site Inspection Standard Operational Procedures</i> as required in Part V.B.4.f of the Phase II MS4 generic permit.	Effective 2017	Effective 2017	Public Works and Community Development
4f-01(b)	Revise the Construction Inspection SOP to include procedures to verify CGP coverage.	Date SOP updated	Will be updated in Year 1	Public Works and Community Development
4f-02	Conduct inspections of construction sites for compliance with the mechanism described in Element 4a.	Number of Construction Site Inspections	Annual	Public Works and Community Development
4f-03	Track enforcement actions taken to address non-compliance with the regulatory mechanism described in element 4a.	Number of Construction Site Stormwater Enforcement Actions taken	Annual	Public Works and Community Development
4f-04	Verify construction site operator has obtained coverage under ERP/CGP coverage pursuant to subparagraph 62-621.300(4)(a), F.A.C. and/or Chapter 62-330, F.A.C., if required.	Report the number of sites and/or operators for which ERP/CGP coverage was verified.	Annual starting in Year 2	Public Works and Community Development

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5. Post-Construction Stormwater Management in New Development and Redevelopment Minimum Control Measure [Part V.B.5.a-c of the Phase II MS4 Generic Permit]

Qualifying Alternative Program (QAP). If the Department and/or Water Management District(s) is serving to meet the requirements of this minimum control measure through the implementation of environmental resource permits (ERP), enter the following information into Appendix A:

BMP Description for BMPs 5a-5c:

BMPs under this minimum control measure are implemented through a Qualifying Alternative Program (QAP) pursuant to Part IV, Chapter 373, F.S. and Chapter 62-330, F.A.C. for the regulation of construction and operation of stormwater management and treatment systems (post-construction BMPs) within their jurisdictional boundaries.

Measurable Goal *Reserved*

Schedule for Implementation *Reserved*

Responsible Entity(s): Department of Environmental Protection *and appropriate* Water Management District(s) as follows:

Qualified Alternative Program, in accordance with Part IX of the Phase II MS4 generic permit, includes the following for implementing Chapter 62-330, F.A.C. includes:

- The Florida Department of Environmental Protection

Qualified Alternative Programs, in accordance with Part IX of the generic permit, include the following for implementing Part IV, Chapter 373, F.S.:

- Northwest Florida Water Management District
- Suwannee River Water Management District
- St. Johns River Water Management District
- Southwest Florida Water Management District

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- South Florida Water Management District

If the permittee chooses to locally implement a program *in addition* to ERPs issued by the QAP, the requirements for Elements 5a-5c are as follows:

- a. To the extent allowable under state or local law, use an ordinance or regulatory mechanism to establish a program that addresses post-construction stormwater 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 are in place that would minimize water quality impacts from new development or redevelopment, such as those which are developed to meet Part V.B.5.b of the Phase II MS4 generic permit.

BMP Description: [Development of] regulatory mechanism, e.g. ordinance, policy, instruction, etc. (If developed and effective, enter the name and/or citation of the regulatory mechanism as the minimum control measure BMP Description for purposes this generic permit.)

Measurable Goal: Once the mechanism is in place, the date it was most recently updated will serve as the measurable goal in reports to the Department.

Schedule for Implementation: If the regulatory mechanism is not yet developed, provide the permit year the mechanism is expected to become effective. If the regulatory mechanism is in place, enter the effective date.

- b. Develop and implement strategies that include a combination of structural and/or non-structural BMPs, appropriate for the community, and that align with the regulatory mechanism identified in element 5a.

BMP Description: List and describe the strategy(s) you will implement.

Example strategies include:

- Assessment of ordinances, policies, programs and studies that address stormwater runoff quality, including opportunities for the public to participate in development of a program.
- Participation in local watershed planning efforts which attempt to involve a diverse group of stakeholders, including interested citizens;

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- SOPs for: permitting (if imposing local requirements separately from ERP as described in Part V.B.5.a of the Phase II MS4 generic permit), conducting pre-construction design plan review, performing inspections during construction to verify post construction BMPs are built as designed, penalty provisions associated with non-compliance with design, construction or operation and maintenance of post-construction stormwater management BMPs;
- Maintain an inventory of post-construction stormwater management BMPs relative to the area served by the regulated Phase II MS4;
- Comprehensive, Master Planning or Zoning Ordinance that identify post-construction stormwater management program goals, such as minimizing water quality impacts from post-construction runoff from new development and redevelopment;
- Implementation strategies such as the use of site-based, infiltration, vegetative or other structural or non-structural post-construction stormwater management BMPs; and/or
- Perform periodic review to ensure that existing requirements are responsive to changing technologies in stormwater management.

Measurable Goal: Indicate that you will collect and summarize information on the chosen strategy(s) to implement the BMP.

Schedule for Implementation: If enacting a policy and/or plan, provide the permit year it is expected to be in place. For BMPs that are implemented on an ongoing basis, indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (e.g. site plans reviewed, update the inventory, notices to owners, etc.)

- c. Require adequate long-term operation and maintenance of BMPs. Develop operation and maintenance policies, procedures and enforcement procedures. Include *multiple* BMPs for element 5c as follows:

5c-01 BMP Description: Develop and implement standard operating procedures for inspection of stormwater management controls and/or post-construction stormwater management BMPs for proper operation and compliance with the regulatory mechanism identified in element 5a. The inspections may include those performed by the regulated Phase II MS4 operator, or by the property owner and tracked by the regulated Phase II MS4 operator.

Measurable Goal: Indicate that you will summarize the number of inspections performed and/or tracked.

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Schedule for Implementation: Once inspections are underway, indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of inspections performed).

5c-02 BMP Description: Track enforcement actions taken to ensure compliance with the regulatory mechanism identified in element 5a.

Measurable Goal: Indicate that you will summarize the number of enforcement actions taken.

Schedule for Implementation: Indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of enforcement actions).

5c-03 BMP Description: Develop and implement procedures to maintain post-construction stormwater controls and/or BMPs where a property owner fails to do so, or an approach through which maintenance shall be performed or tracked by the regulated Phase II MS4 operator.

Measurable Goal: Indicate that you will summarize the number of number of stormwater management controls and/or BMPs maintained.

Schedule for Implementation: Indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect summarized information (number of enforcement actions).

Table 5. Post-Construction Stormwater Management in New Development and Redevelopment BMPs

BMP #	BMP Description	Measurable Goal	Schedule for Implementation	Responsible Entity
5a-5c	BMPs under this minimum control measure are implemented through a Qualifying Alternative Program (QAP) pursuant to Part IV, Chapter 373, F.S. and Chapter 62-330, F.A.C. for the regulation of construction and operation of stormwater management and treatment systems (post-construction BMPs) within their jurisdictional boundaries.	Reserved	Reserved	Department of Environmental Protection and Southwest Florida Water Management District and South Florida Water Management District

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6. Pollution Prevention/Good Housekeeping in Municipal Operations Minimum Control Measure [Part V.B.6.a-b of the Phase II MS4 Generic Permit]

- a. Develop and implement an operation and maintenance program that has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. At a minimum, the program must be consistent with Parts V-B.6.a(1-5). Include *multiple* BMPs for Element 6a. Examples of BMP descriptions and measurable goals are provided below. In all cases, the schedule for implementation will be the timeframes in which you implement the BMP, and thus is not listed here.

BMP Descriptions for Structural Controls: Stormwater Control Inspection and Maintenance (list each type of control as a separate BMP, e.g. 6a-01, 6a-02, 6a-03, etc.)

Structural Controls: Include but are not limited to: Dry Retention, Underdrain Filter Systems, Exfiltration Trench/French Drain, Grass Treatment Swale, Dry Detention Systems, Wet Detention Systems, Alum Injection Systems, Pollution Control Boxes, Pump Stations, MS4 Outfalls, Weirs or Other Control Structures, Pipes/Culverts, Canals, Inlets/Grates/Catch Basins, Ditches/Conveyance Swales.

Number of Structures: Amount of each type of structural control within the Phase II MS4 that is inventoried, inspected and maintained.

Units of Measure: The increments by which components of your MS4 are measured. Includes but are not limited to acres, linear feet, etc.

Training Topic: The topics you will use to train municipal employees, such as spill prevention, pollution prevention, etc.

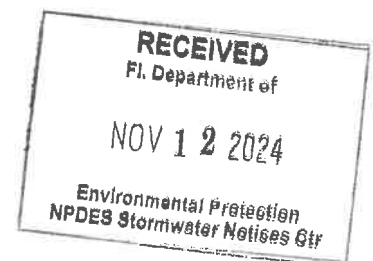
Measurable Goal: The number of activities, such as inspections and/or maintenance, performed to implement the BMP.

- b. Use training materials that are available from EPA, the Department, or other organizations, conduct employee training in the prevention and reduction of stormwater pollution from MS4 operator activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance. Include *multiple* BMPs for element 6b as follows:

6b-01BMP Description: Develop and/or implement a SOP as required in Part V.B.6.b of the Phase II MS4 generic permit.

Measurable Goal: Once the SOP is in place, the effective date will serve as the measurable goal in reports to the Department.

Schedule for Implementation: If the SOP is not yet developed, provide the permit year the SOP is expected to become effective. If the SOP is in place, enter the effective date.



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6b-02 BMP Description: Conduct training on the topics of stormwater pollution prevention and reduction in accordance with SOP.

Measurable Goal: Indicate you will summarize the number of employees/contractors trained.

Schedule for Implementation: Indicate the frequency (e.g., annually, quarterly, etc.) at which you will collect.g

Table 6. Pollution Prevention/Good Housekeeping in Municipal Operations BMPs

BMP #	BMP Description	Number of Structures (for structural controls/BMPs)	Units of measure (for structural controls/BMPs) or Training Topic	Measurable Goal	Schedule for Implementation	Responsible Entity
6a-01	Stormwater Control Inspection and Maintenance: Structures-Inlets/Grates/Catch Basins	8670	Structures	Number inspected, number maintained, and number repaired	Annual	Public Works
6a-02	Stormwater Control Inspection and Maintenance: Structures-Ditches/Conveyance Swales	76313	Linear Feet	Number inspected, number maintained, and number repaired	Annual	Public Works
6a-03	Stormwater Control Inspection and Maintenance: Structures-Wet & Dry Ponds	301	Structures	Number inspected, number maintained, and number repaired	Annual	Public Works
6a-04	Stormwater Control Inspection and Maintenance: Structures- MS4 Outfalls	3363	Structures	Number inspected, number maintained, and number repaired.	Annual	Public Works

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BMP #	BMP Description	Number of Structures (for structural controls/BMPs)	Units of measure (for structural controls/BMPs) or Training Topic	Measurable Goal	Schedule for Implementation	Responsible Entity
6a-05	Program-Street Sweeping	260.7	Miles	Document and report the miles swept.	Annual	Public Works
6a-06	Implement pollution prevention measures, including having spill kits, and proper chemical storage, and inspections at Charlotte County maintenance facilities.			Number of stormwater pollution prevention inspections conducted at municipally operated facilities.	Annual	Public Works
6a-07	Flood Control Projects			Update list of the County's flood control projects. Report any additional flood control improvements or projects as funding availability permits.	Annual	Public Works
6a-08	Litter Control Program			Report an estimate of the amount of litter collected.	Annual	Public Works/Solid Waste/Keep Charlotte Beautiful

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BMP #	BMP Description	Number of Structures (for structural controls/BMPs)	Units of measure (for structural controls/BMPs) or Training Topic	Measurable Goal	Schedule for Implementation	Responsible Entity
6a-09	Implement the procedures to store and mix pesticides, herbicides and fertilizers; and to minimize the County's use of pesticides, herbicides and fertilizers.			Quantities of pesticides, herbicides and fertilizers used.	Annual	Public Works/Aquatic Weed Control
6a-10	Implement a <i>MS4 System Inspection & Maintenance Standard Operational Procedures</i>			Standard Operating Procedures May 2016	Effective May 2016	Public Works
6b-01	Training SOP: Conduct training on the topics of stormwater pollution prevention in accordance with <i>MS4 System Inspection & Maintenance Standard Operational Procedures</i> Effective May 2016		Training-Spill Prevention and Clean-up	Effective May 2016	May 2016	Public Works
6b-02	Implementation of Employee Training in accordance with			Number of Employees Trained	Annual	Public Works

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BMP #	BMP Description	Number of Structures (for structural controls/BMPs)	Units of measure (for structural controls/BMPs) or Training Topic	Measurable Goal	Schedule for Implementation	Responsible Entity
	MS4 System Inspection & Maintenance Standard Operational Procedures.					

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7. Identification of Activities to Address Total Maximum Daily Load (TMDL) and/or Reasonable Assurance Plans to Address Impaired Waters Under Section 403.067, F.S. (Required for renewal of coverage) [Part X.B of the Phase II MS4 Generic Permit]

Indicate the activities that are implemented accordance with Part X.B of the Phase II MS4 generic permit in Tables 7 and 8.

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a. BMAPs and/or RAPs

Indicate whether you participate in Basin Management Action Plan (BMAP) and/or Reasonable Assurance Plans (RAP) in accordance with Section 403.067, F.S., as a result of stormwater discharges from your MS4.

- ☐ The operation of the Phase II MS4 does not require participation in any BMAP or RAP. (Skip Table 7.)
- ☒ As the operator of the Phase II MS4, we are participating in a BMAP or RAP. (Complete Table 7.)

Use Table 7 to summarize information on your participation in BMAPs or RAPs to meet Part X.B.1 of the generic permit. Replicate the table and attach separately if you will participate in more than one (1) BMAP or RAP during the permit cycle.

Table 7. BMAP and/or RAP Information

BMAP or RAP Name	Caloosahatchee BMAP
Date BMAP or RAP was Adopted	December 2012
Description of Activity(s)	Public Education and Ordinances
Schedule for Implementation and/or Completion	Ongoing

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b. TMDL Without a BMAP

Determine whether your Phase II MS4 discharges to waterbody(s) for which the Department adopted a TMDL pursuant to Chapter 62-304, F.A.C. and for which a wasteload allocation has been established for regulated Phase II MS4s.

- ☐ The Phase II MS4 does not discharge to any waterbody for which the Department adopted a TMDL in accordance with Chapter 62-304, F.A.C. (Skip Table 8.)
- ☒ The waterbody(s) will be prioritized in Year 4 in accordance with Part X.B.2.a of the generic permit. (Skip Table 8.)

The Phase II MS4 discharges to waterbody(s) for which the Department adopted a TMDL and a BMAP has not been developed or planned. The waterbody(s) have been prioritized in accordance with Part X.B.2.a of the generic permit and proposed activities that will be implemented to meet Part X.B.2.b of the generic permit are listed in Table 8.

Use Table 8 to summarize information on the activity(s) you will implement to address the TMDL(s) without BMAP in accordance with Part X.B.2 of the generic permit. Replicate the table and attach separately if you will prioritize more than one (1) TMDL without a BMAP for the permit cycle.

The Department developed tools to assist permittees with analyses of the MS4's stormwater and pollutant loading contributions, in order to effectively focus BMPs, implementation measures, and activities that will result in reductions of pollutants of concern to a TMDL waterbody. You may contact the NPDES Stormwater Program at (850) 245-7522, or by writing the Department of Environmental Protection, NPDES Stormwater Program, 2600 Blair Stone Rd. Mail Station 3585, Tallahassee, Florida 32399-2400 for more information.

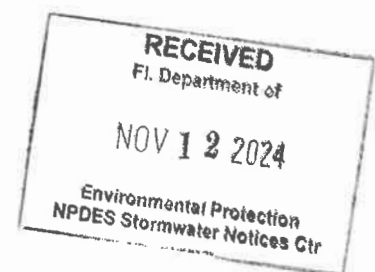
The following list includes activities which could be undertaken to meet the requirement. The list is provided as guidance and does not preclude you from selecting technologies or projects other than those listed.

Possible Projects and Activities for TMDL without BMAP

Agricultural BMPs
Aquatic Vegetation Harvesting
Capital Improvement Project (describe)
Control Structure
Creating/Enhancing Living Shoreline
Dry Detention Pond
Targeted Education Efforts (TMDL waterbody-specific, pollutant of concern (POC)-focused)
Exfiltration Trenches
Filter Marsh
Floating Islands/Managed Aquatic Plant Systems
Floodplain Restoration

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Florida Friendly Fertilizer Ordinance
Florida Friendly Landscaping Ordinance
Hydrologic Restoration
Land Acquisition
Land Development Code Change-100% On-site Retention
Land Development Code Change-Alum Injection Systems
Land Development Code Change-Baffle Boxes-First Generation (hydrodynamic separators)
Land Development Code Change-Baffle Boxes-Second Generation
Land Development Code Change-BMP Cleanout (private systems)
Land Development Code Change-BMP Treatment Train
Land Development Code Change-Catch Basin Inserts/Inlet Filter Cleanout
Land Development Code Change-Hybrid Wetland Treatment Technology
Land Development Code Change-Hydrodynamic Separators
Land Development Code Change-Low Impact Development-Rain Gardens
Land Development Code Change-Low Impact Development & Green Infrastructure to reduce contributions of POC
Land Development Code Change-On-line Retention BMPs
Land Development Code Change-Regional Stormwater Treatment
Land Development Code Change-Restrict Additional Loadings of (POCs) in New Development
Land Development Code Change-Stormwater Treatment Areas
Land Development Code Change-Mandatory Stream/waterway Buffers
Land Preservation
Land Use Change Restrict to land use with lower Estimated Mean Concentrations of POC
Muck Removal/Restoration
On-site Sewage Treatment Disposal System Phase Out
Pet Waste Ordinance
Pet Waste Program
Promotion of Infiltration BMPs to Reduce Discharge Volumes (and loads)
Shoreline Stabilization
Source Identification/Elimination activities (similar to IDDE or DEAR Bacteria Toolkit)
Stormwater Retrofit
Stormwater Reuse
Stormwater Study
Stormwater System Rehabilitation (describe)
Street Sweeping
Swale/Inlet Replacement
Targeted Water Quality Monitoring to identify/estimate MS4 or potential source
Targeted Water Quality Monitoring to indicate of MS4's effectiveness in addressing impairment
Wet Detention Pond
Wetland Treatment



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Table 8. Prioritized TMDL (without BMAP)

Prioritized TMDL Report Name	
Activity(s) to Address TMDL without BMAP	
Measurable Goals (if applicable)	
Schedule for Implementation and/or Completion	
Responsible Entity(s)	