

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

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

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

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

Element ID	BMP Number	A	B	C	D
		Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
1a	01	Educational information for students, staff, faculty and businesses distributed on website	1. Number of updates to stormwater site	1. Permit Years 1-5	Education and Outreach
			2.. Number of hits to stormwater site	2. Permit Years 1-5	
1a	02	Public awareness events on importance of storm water management (Stormwater tours and information handed out at Arboretum tabling days)	1. Number of events	1. Permit Years 1-5	Education and Outreach
			2. Number of attendees	2. Permit Years 1-5	
			3. Number of handouts at events	3. Permit Years 1-5	
1a	03	Signs posted along environmentally sensitive areas, like wetlands and conservation lands, that instruct people not to disturb or dump in those areas.	1. Number of new signs posted	1. Permit Years 1-5	Education and Outreach
1a	04	Storm drain stenciling	1. Number of new stenciled drains	1. Permit Years 1-5	Education and Outreach
			2. Number of re-stenciled drains	2. Permit Years 1-5	
				3. Permit Year 1	

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2a	01	Community Clean-up events to be advertised through the Arboretum social media and UCF events calendar. (not related to adopt-a-program events)	1. Number of events/clean-up days	1. Permit Year 1-5	Education and Outreach
			2. Number of volunteers	2. Permit Year 1-5	
			3. Approximate amounts of trash and recyclable materials collected	3. Permit Year 1-5	
2a	02	Opportunities for the University general public to comment on the stormwater management plan shall include holding public meetings and posting the document online.	1. Number of views online	1. Permit Year 1-5	FDEP Permit Coordinator
			2. Number of comments	2. Permit Year 1-5	
			3. Number of meetings	3. Permit Year 1-5	
			4. Number of attendees to physical meetings	4. Permit Year 1-5	
2a	03	Promote and coordinate the "Adopt-a-road" program, where a volunteer organization will adopt a road and clean up litter along their adopted roadway on a monthly basis and record the amount of litter collected and number of people involved.	1. Number of organizations that adopted roads	1. Permit Year 1-5	Education and Outreach
			2. Number of volunteers	2. Permit Year 1-5	
			3. Approximate amounts of trash and recyclable materials collected	3. Permit Year 1-5	
2a	04	Promote and coordinate the "Adopt-a-pond" program where a volunteer organization will adopt a stormwater pond and clean up litter along their adopted pond on a monthly basis and record the amount of litter collected and number of people involved.	1. Number of organizations that adopted ponds	1. Permit Year 1-5	Education and Outreach
			2. Number of volunteers (include volunteers from 3c-01)	2. Permit Year 1-5	
			3. Approximate amounts of trash and recyclable materials collected	3. Permit Year 1-5	

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3a	01	Maintain an up-to-date map of the entire campus storm sewer system and surface water of the State that receive discharges from stormwater outfalls.	1. Document location of new outfalls to surface waters of the State.	1. Permit Years 1-5	Stormwater Coordinator
			2. Document location of new storm water features.	2. Permit Years 1-5	
			3. Document location of surface waters of the state that receive discharges from UCF stormwater outfalls	3. Permit Years 1-5	
3a	02	Maintain an up-to-date map of all UCF surface waters that discharge to waters of the state, and their outfall locations.	1. Document and report the number of retention/ detention ponds.	1. Permit Years 1-5	
			2. Document and report the number of inlets/ catch basins.	2. Permit Years 1-5	
3b	01	Stormwater Management Plan Illicit discharge, detection, elimination section with enforcement mechanisms for campus faculty, staff, and students. Reference Campus Clean-up (illegal dumping) and Hazardous Materials Programs.	1. Number of reported illicit discharges	1. Permit Years 1-5	Program and BMP Development
			2. Number of corrective/enforcement actions	2. Permit Years 1-5	
3c	01	Monitor water quality in UCF stormwater facilities by outfalls.	1. Number of grab samples taken	1. Permit Years 1-5	Stormwater coordinator
			2. Number of times physical parameters measured	2. Permit Years 1-5	
				3. Permit year 1	
3c	02	IDDE inspections conducted during regular maintenance activities.	1. Number of maintenance actions requested/ taken	1. Permit Years 1-5	Operations
			2. Number of proactive IDDE inspection hours	2. Permit Years 1-5	
			3. Number of illicit connections, discharges, dumping discovered.	3. Permit Years 1-5	

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3d	01	<p>Provide educational materials on the LNR web page, through social media, and physical hand-outs to UCF public to explain the hazards associated with illicit discharge.</p> <p>Distribute information to on-campus businesses to help reduce the potential for Illicit Discharge.</p> <p>Host IDDE training for employees annually.</p>	1. Document and report number of downloads from website	1. Permit Years 1-5	Education and Outreach
			2. Document and report social media analytics (reach, likes, shares etc.)	2. Permit Years 1-5	
			3. Document and report the number of outreach efforts conducted for on-campus businesses.	3. Permit Years 1-5	
			4. Number of employees trained on proactive IDDE	4. Permit Years 1-5	
			5. Number of physical hand-outs	5. Permit Years 1-5	
			1.	1.	
			2.	2.	
			3.	3.	
			4.	4.	
			1.	1.	
			2.	2.	
			3.	3.	
			4.	4.	

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4a	01	Ensure that construction projects follow University stormwater compliance standards for erosion, sedimentation, and waste controls. (Environmental Issues Construction Standards can be found at fp.ucf.edu)	1. Number of projects operating under the standard	1. Permit years 1-5	Construction Sediment/Erosion
			2. Provide an up-to-date link to the UCF Construction Standards.	2. Permit years 1-5	
4b	01	Require construction site operators to implement erosion and sediment control BMP's per the SWPPP or erosion control plan.	1. Number of projects with SWPPP's or erosion control plans in place	1. Permit years 1-5	Program and BMP Development
4c	01	Ensure that construction site operators are following the University standards to control waste at construction sites such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste at the construction site.	1. Number of projects operating under the standard	1. Permit years 1-5	Program and BMP Development
			2. Number of citations given for waste control	2. Permit years 1-5	
4d	01	Stormwater coordinator approval on covered projects per BMP 4a-01	1. Number of projects reviewed and accepted	1. Permit years 1-5	Program and BMP Development
			2. Number of stormwater coordinator additional bmp suggestions	2. Permit years 1-5	
4e	01	Environmental Concerns reporting form on website (for public to report construction concerns)	1. Number of construction related stormwater reports from website, email, or verbal notice	1. Permit years 1-5	Education and Outreach
			2. Number of investigations/ corrective actions following related reports	2. Permit years 1-5	

Page # 5 of 8 total pages of SWMP Elements Forms attached to the NOI

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4f	01	Perform inspections of construction sites before and after construction, and conduct monthly inspections during construction to ensure that project is in compliance with SWPPP.	1. Number of documented inspections by UCF personnel	1. Permit years 1-5	Stormwater Coordinator
			2. Number of sites verified for ERP and/or CGP if required	2. Permit years 1-5	
			3. Number of violations/corrective actions	3. Permit years 1-5	
			1.	1.	
			2.	2.	
			3.	3.	
			4.	4.	
			1.	1.	
			2.	2.	
			3.	3.	
			4.	4.	
			1.	1.	
			2.	2.	
			3.	3.	
			4.	4.	
			1.	1.	
			2.	2.	
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5a-c	01	Utilize qualifying alternative program; Maintain compliance with current SJRWMD and FDEP regulatory criteria by providing stormwater treatment for department projects.	1. Continue to maintain compliance with DEP and SJRWMD criteria	1. Effective upon permit issuance.	DEP and SJRWMD

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6a	01	Inspect and maintain baffle boxes annually. New baffle boxes will be installed on an as need basis.	1. Number of new boxes installed	1. Permit years 1-5	Operations
			2. Number of inspections conducted	2. Permit years 1-5	
			3. Approximate amount of collected debris	3. Permit years 1-5	
6a	02	Inspect storm drains every other year and conduct repairs as needed.	1. Number of maintenance actions requested	1. Permit years 1-5	Operations
			2. Number of repairs	2. Permit years 1-5	
			3. Number of assets inspected; report as a fraction (Inspected/ Total)		
6a	03	Sweep the University streets as needed. Blow debris out of curbs every two weeks.	1. Miles covered by street sweeper	1. Permit years 1-5	Operations
			2. Approximate amount of collected debris	2. Permit years 1-5	
			3. Run hours for the blower		
6a	04	Conduct maintenance on retention/ detention ponds, ditches, swales, weirs, inlets and outlets. Track the location and amount of debris removed for each feature maintained.	1. Document location of MS4 feature maintained	1. Permit years 1-5	Stormwater Coordinator
			2. Number of inspections	2. Permit years 1-5	
			3. Nature of maintenance actions	3. Permit years 1-5	
6a	05	Follow the Green Industry BMP standards when applying fertilizers and pesticides.	1. Number of pesticide/fertilizer applications	1. Permit years 1-5	Operations
			2. Number of employees trained in GIBMP	1. Permit years 1-5	

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6a	06	Fleet Maintenance areas to be inspected on a monthly basis to ensure that there is no potential for an illicit discharge.	1. Number of fleet maintenance area inspections	1. Permit Years 1-5	Operations
			2. Amount of used oil and antifreeze disposed	2. Permit Years 1-5	
6b	01	Initially train and annually retrain employees to address proper storage, use and disposal of hazardous materials, spill control and clean-up, and housekeeping.	1. Number of training sessions held	1. Permit Years 1-5	Operations
			2. Number of trainees	2. Permit Years 1-5	
6b	02	Hold an annual MS4 maintenance training program for grounds employees to include information on UCF's stormwater compliance activities and IDDE program.	1. Number of training sessions held	1. Permit Years 1-5	Operations
			2. Number of trainees	2. Permit Years 1-5	
				3. Permit Years 1-5	
6b	03	Maintain that one staff member is trained through FDEP as a qualified stormwater management inspector who will train employees in stormwater compliance and detecting illicit discharges.	1. Number of Qualified Stormwater Management Inspectors	1. Permit Years 1-5	Operations
			2. Number of IDDE trainings	2. Permit Years 1-5	
			3.	3.	
			4.	4.	
			1.	1.	
			2.	2.	
			3.	3.	
			4.	4.	