TOWN OF
LONGBOAT KEY
*Incorporated November 14, 1955*

501 Bay Isles Road
Longboat Key, FL 34228
(941) 316-1999
FAX (941) 316-1656
www.longboatkey.org

June 30th, 2010

Eric Livingston
Administrator, NPDES Stormwater Program
Florida Department of Environmental Protection
Mail Station 2500
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

Subject: Annual Report for the Town of Longboat Key
Municipal Separate Storm Sewer System (MS4)
NPDES Permit No. FLS000004

Dear Mr. Livingston,

Please find enclosed the Town of Longboat Key's MS4 Annual Report for year two of the permit commencing January 1, 2009 and continuing through December 31, 2009. Note that all co-permittees with Sarasota County, including the Town of Longboat Key, the City of Sarasota, the City of Venice, the City of Northport, and the Florida Department of Transportation District One, will be submitting separate Annual Reports.

The Town of Longboat Key entered into an Interlocal Agreement with Sarasota County on November 8th, 2008, to conduct monitoring, of which the summary of data collected is included as Appendix D of the Sarasota County Annual Report, which you have previously received under separate cover.

If you have any questions please contact me at (941) 316-1988, or jlinkogle@longboatkey.org.

My best regards,

James K. Linkogle

James K. Linkogle, CFM
Public Works Project Manager

CC Bruce St. Denis, Town Manager
Juan Florensa, Public Works Director
Rene Janneman, Sarasota County, Env. Sec. II

**INSTRUCTIONS DEP FORM 62-624.600(2)**
**ANNUAL REPORT FORM FOR INDIVIDUAL NPDES PERMITS FOR MUNICIPAL SEPARATE STORM SEWER SYSTEMS**

**Who Must Submit This Annual Report Form?**

- Operators of municipal separate storm sewer systems (MS4s) that are covered by an individual NPDES stormwater permit pursuant to Rule 62-624, F.A.C. must submit this form. Each permitted operator must individually complete and submit this form, even if the operator is covered under a permit with multiple co-permittees or has established an interlocal agreement with one or more co-permittees.

**When to Submit This Annual Report Form?**

- This form must be fully completed and submitted for each year of coverage under the NPDES stormwater permit term. The Year 1 Annual Report must cover the twelve-month period beginning on the effective date of the permit and is due six months after the first anniversary of the date of permit issuance. All subsequent annual reports are due six months after the anniversary of the effective date of the permit.

**Where To Submit This Annual Report Form?**

- This form and any REQUIRED attachments must be sent by mail to the address below. The form and attachments may be submitted electronically (on a disk or CD) if a signed paper copy of Section VI of this form (Certification Statement and Signature) is also submitted. Do not submit any materials not specifically required to be submitted as per Section V of this form.

Florida Department of Environmental Protection
NPDES Stormwater Section
Mail Station 2500
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

**Section I: BACKGROUND INFORMATION**

- Row A — Provide the name of the governmental entity submitting this form. For example, City of Lauderhill.
- Row B — Provide the name of the permit as it appears on the first page of your permit. For example, Broward County MS4. The permit name will not necessarily be the same name provided in Row A if the permit covers multiple co-permittees. If the name of the permit is the same name provided in Row A, repeat the name in Row B do not leave the row blank.
- Row C — Provide the last two digits of your permit number as it appears on the first page of your permit.
- Row D — Indicate which permit year the annual report covers. If the permit year is beyond Year 5, check the last box and provide the appropriate permit year number.
- Row E — Indicate the twelve-month period the annual report covers. Provide the month and year for the beginning of the period and the month and year for the end of the period. For example, March/2003 through February/2004. Do not provide the day.
- Row F — Provide contact information for your Responsible Authority. The definition of a Responsible Authority can be found at Rule 62-620.305, F.A.C.
- Row G — Provide contact information for the Designated Stormwater Management Program Contact if it isn t the same person as the Responsible Authority identified in Row F, otherwise leave this section blank. The Stormwater Management Program Contact is the technical person that oversees the stormwater program and is the primary contact for when the Department has questions about the annual report, is scheduling an annual inspection, or needs to discuss miscellaneous issues concerning implementation of the permit.

**Section II: MS4 MAJOR OUTFALL INVENTORY**

- This section is required to be completed in all permit years EXCEPT Year 1. In Year 1, you are required to provide an inventory and a map of all known major outfalls, in accordance with Rule 62-624.600(2)(a), F.A.C. In all subsequent permit years, you need to only provide any updates to the inventory by completing this section.
- The definition of a major outfall can be found at Rule 62-624.200(5), F.A.C.

- For the third item listed, indicate whether you attached the major outfall inventory and a map of the major outfall locations in accordance with Rule 62-624.600(2)(a), F.A.C. This item is only applicable in Year 1. For all other reporting years, check the N/A box.

- For the fourth item listed, indicate whether you attached the estimates of pollutant loadings and event mean concentrations as required under Part V.A of your permit and in accordance with Rule 62-624.600(2)(b), F.A.C. This item is only applicable in Year 3. For all other reporting years, check the N/A box.

- For the fifth item listed, indicated whether you attached your permit re-application in accordance with the re-application requirements in Rule 62-624.420(2), F.A.C. This item is only applicable in Year 4. For all other reporting years, check the N/A box.

**Section VI: CERTIFICATION STATEMENT AND SIGNATURE**

- The Responsible Authority listed in Section I.F of this form must sign the certification statement provided in this section, in accordance with Rule 62-620.305, F.A.C. The annual report form will be returned to the permittee if the required signature is not included. If you choose to submit the annual report and attachments electronically, a signed paper copy of this section must also be submitted.

**Section VII: STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

- Column A — Columns B through F must be completed for each SWMP element indicated by the permit citation in Column A. No information is to be inserted by the permittee in this column.

- Column B — Provide a summary of the permit requirements in Part III.A of your permit for each SWMP element and, underneath the summary, list the quantifiable SWMP activities related to the requirements. The particular quantifiable SWMP activities are specific to each permittee, but must include, at a minimum, the quantifiable activities that are required by the permit to be reported.

- Column C — Provide a number representing the activities performed in the current reporting year for each of the quantifiable SWMP activities you listed in Column B. This column may not be left blank for any of the quantifiable SWMP activities listed in Column B.

- Column D — Provide a title or description of the record that documents each number you provided in Column C. For example, Daily Work Orders, Illicit Complaint/Investigation Forms and Log, or Construction Inspection Checklists and Log. If the activity is recorded entirely in an electronic database system, you may provide the name of the system, such as the Hansen Model. This column may not be left blank for any of the numbers provided in Column C.

- Column E — Provide the name of your department/division that is responsible for performing each of the SWMP activities listed in Column B, or provide the name of the co-permittee, private contractor, or other entity that is performing the activities on your behalf. Try to be as specific as possible by including, for example, the name of the employee responsible for a particular SWMP activity if only that employee can answer any questions concerning the activity. This column may not be left blank for any of the SWMP activities listed in Column B.

- Column F — This column allows for any brief comments you determine are necessary to explain the information you provided in Columns C, D, and E.

**Section VIII: CHANGES TO STORMWATER MANAGEMENT PROGRAM (SWMP) ACTIVITIES**

- This section is to be completed, as applicable, in all permit years EXCEPT Year 4. In Year 4, any desired changes to your SWMP activities should be included in your permit re-application that is to be attached to the Year 4 Annual Report Form.

- Row A — If applicable, include in this row any requested changes to your SWMP activities that are established as specific requirements under Part III.A of your permit. Provide the permit citation/SWMP element that corresponds to the SWMP activity you want changed, describe the requested change, and provide a rationale for the change. Such changes cannot be implemented without prior approval from the Department and may require a permit revision in accordance with Rule 62-620.325, F.A.C.

- Row B — If applicable, include in this row any changes to your SWMP activities that are NOT established as specific requirements under Part III.A of your permit but rather are activities at the discretion of the permittee. Provide the permit citation/SWMP element that corresponds to the SWMP activity you have changed, describe the change, and provide a rationale for the change.

# ANNUAL REPORT FORM FOR INDIVIDUAL NPDES PERMITS FOR MUNICIPAL SEPARATE STORM SEWER SYSTEMS (RULE 62-624.600(2), F.A.C.)

- This Annual Report Form must be completed and submitted to the Department to satisfy the annual reporting requirements established in Rule 62-621.600, F.A.C.
- Submit this fully completed and signed form and any REQUIRED attachments by mail to the address in the box at right.
- Refer to the Form Instructions for guidance on completing each section.
- **Please print or type information in the appropriate areas below.**

**Submit the form and attachments to:**
Florida Department of Environmental Protection
Mail Station 2500
2600 Blair Stone Road
Tallahassee, Florida 32399-2400

## SECTION I. BACKGROUND INFORMATION

| | | | |
|---|---|---|---|
| A. | Permittee Name: Town of Longboat Key | | |
| B. | Permit Name: Sarasota County Municipal Separate Storm Sewer System | | |
| C. | Permit Number: FLS000004 | | |
| D. | Annual Report Year: ☐ Year 1 ☒ Year 2 ☐ Year 3 ☐ Year 4 ☐ Year 5 ☐ Other, specify Year: | | |
| E. | Reporting Time Period (month/year): **01/2009** through **12/30 / 2009** | | |
| F. | Name of the Responsible Authority: **Bruce St. Denis** | | |
| | Title: **Town Manager** | | |
| | Mailing Address: **501 Bay Isles Rd.** | | |
| | City: **Town of Longboat Key** | Zip Code: **34228** | County: **Sarasota / Manatee** |
| | Telephone Number: **941-316-1999** | Fax Number: **941-316-1942** | |
| | E-mail Address: **bstdenis@longboatkey.org** | | |
| G. | Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): **Juan Florensa** | | |
| | Title: **Director** | | |
| | Department: **Public Works** | | |
| | Mailing Address: **600 General Harris St.** | | |
| | City: **Longboat Key** | Zip Code: **34228** | County: **Sarasota/ Manatee** |
| | Telephone Number: **941-316-1988** | Fax Number: **941-316-1984** | |
| | E-mail Address: **jflorensa@longboatkey.org** | | |

## SECTION II. MS4 MAJOR OUTFALL INVENTORY (Not Applicable in Year 1)

| | |
|---|---|
| A. | Number of outfalls ADDED to the outfall inventory in the current reporting year (insert 0 if none): **0**<br>(Does this number include non-major outfalls? ☐ Yes ☐ No ☒ Not Applicable) |
| B. | Number of outfalls REMOVED from the outfall inventory in the current reporting year (insert 0 if none):**0**<br>(Does this number include non-major outfalls? ☐ Yes ☐ No ☒ Not Applicable) |
| C. | Is the change in the total number of outfalls due to lands annexed or vacated? ☐ Yes ☐ No ☒Not Applicable |

## SECTION III. MONITORING PROGRAM

| | |
|---|---|
| A. | Provide a brief statement as to the status of monitoring plan implementation:<br>The Town of Longboat Key utilizes data collected as a co-permittee with Sarasota County. There are five elements to the monitoring plan: bay water quality, tidal creek biological index, seagrass ground truthing, and pollutant load modeling. All have been implemented during the reporting period and are producing valuable information that fulfills the objectives of the permit. Bay monitoring continues as it has since 1995 and includes waters adjacent to Longboat Key. Seagrass ground truthing has shown that aerial mapping can be greatly improved by concurrent field work. Development of the pollutant load model is almost finished and producing calibrated load predictions in GIS and tabular forms.<br>Sarasota County will submit the status of the complete monitoring plan with their annual report. |
| B. | Provide a brief discussion of the monitoring results to date:<br>The Town of Longboat Key and the other Co-permitees with Sarasota County entered into inter-local agreements to provide and share costs associated with the annual water quality monitoring. Please refer to the Sarasota County Annual Report Appendix D: Monitoring Results. |
| C. | Attach a monitoring data summary, as required by the permit. See Appendix D; Sarasota county Report. |

## SECTION IV. FISCAL ANALYSIS

| | |
|---|---|
| A. | Total expenditures for the NPDES stormwater management program for the current reporting year: $264,000 |
| B. | Total budget for the NPDES stormwater management program for the subsequent reporting year: $264,000 |

## SECTION V. MATERIALS TO BE SUBMITTED WITH THIS ANNUAL REPORT FORM

Only the following materials are to be submitted to the Department along with this fully completed and signed Annual Report Form (check the appropriate box to indicate whether the item is attached or is not applicable):

| Attached | N/A | |
|---|---|---|
| ☒ | ☐ | Any additional information required to be submitted in this current annual reporting year in accordance with Part III.A of your permit that is not otherwise included in Section VII below.<br>Appendix A, for Part III.A.2 Local Code review for development. |
| ☐ | ☐ | A monitoring data summary as directed in Section III.C above and in accordance with Rule 62-624.600(2)(c), F.A.C. |
| ☐ | ☐ | Year 1 ONLY: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM) in accordance with Rule 62-624.600(2)(a), F.A.C. |
| ☐ | ☐ | Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major watershed in accordance with Rule 62-624.600(2)(b), F.A.C. |
| ☐ | ☐ | Year 4 ONLY: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C. |

**DO NOT SUBMIT ANY OTHER MATERIALS**

**(such as records and logs of activities, monitoring raw data, public outreach materials, etc.)**

## SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

*The Responsible Authority listed in Section I.F above must sign the following certification statement, as per Rule 62-620.305, F.A.C:*

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 Responsible Authority (type or print): **Bruce St. Denis**

Title: **Town Manager**

Signature: _____ Date: 6/30/10

| SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE | | | | | |
|---|---|---|---|---|---|
| A. Permit Citation/SWMP Element | B. Permit Requirement/Quantifiable SWMP Activity | C. Number of Activities Performed | D. Documentation/ Record | E. Entity Performing the Activity | F. Comments |
| Part III.A.1 | Structural Controls and Stormwater Collection Systems Operation | | | | |
| | Maintain an up-to-date inventory of the structural controls and roadway stormwater collection structures operated by the permittee. Update MS4 mapping, as needed, and provide the current known inventory in each Annual Report. | *DEP Note: The permittee needs to add any structural controls to the list below that are part of the permittee s MS4 currently or are planned for the future. The permittee may remove any structural controls listed that it does not have currently or will likely never have in the future. In addition, the permittee may choose its own unit of measurement for each control/structure. Unit options include: miles, linear feet, acres.* | | | |
| | **Stormwater treatment ponds** | 9 | As built Construction plans for facilities. | James Linkogle Public Works | 6-Dry retention ponds and 3 Wet Detention ponds. |
| | **Ditches/swales (miles)** | 1700 Lineal Ft. | Public Works storm drain systems maps. | Doyle Walker Streets Dept. Crew Leader | In process of digitizing. |
| | **Inlets/catch basins/grates** | 231 | Public Works storm drain systems maps. | Doyle Walker Streets Dept. Crew Leader | In process of digitizing. |
| | **Year 1 ONLY: Attach a map of all known major outfalls per Rule 62-624.600(2)(a)** | | | | Done In Year 1. |
| + | Conduct inspections and maintenance of structural controls and roadway stormwater collection structures operated by the permittee. Report the number of inspection and maintenance activities conducted in each Annual Report. | *DEP Note: The permittee needs to match the list of MS4 inspection and maintenance activities to its MS4 inventory above. In addition, please provide an explanation in Column F for any 0 reported in Column C for the inspections of the MS4. The permittee may choose its own unit of measurement for each control/structure, but it must be the same unit as used in the inventory above.* | | | |
| | **Stormwater treatment pond inspections** | 15 | Public Works work order and SOP system | James Linkogle Public Works | Semi-annual inspections. |
| | **Stormwater treatment pond maintenance** | 15 | Public Works work order and SOP system | James Linkogle Public Works | Work needed performed during inspections |
| | **Ditch/swale inspections (miles)** | 3400 Lineal Feet | Public Works work order and SOP system | James Linkogle Public Works | Semi-annual inspections |
| | **Ditch/swale maintenance (miles)** | 3400 Lineal Feet | Public Works work order and SOP system | James Linkogle Public Works | Semi-annual inspections |
| | **Inlet/catch basin/grate inspections** | 462 | Public Works work order and SOP system | Doyle Walker Streets Dept. Crew Leader | Semi-annual inspections |
| | **Inlet/catch basin/grate maintenance** | 4 | Public Works work order and SOP system | James Linkogle Public Works | Performed as needed per inspections. |
| Part III.A.2 | Areas of New Development and Significant Redevelopment | | | | |

## SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

| A. Permit Citation/SWMP Element | B. Permit Requirement/Quantifiable SWMP Activity | C. Number of Activities Performed | D. Documentation/ Record | E. Entity Performing the Activity | F. Comments |
|---|---|---|---|---|---|
| | Report the number of new development and significant redevelopment projects reviewed by the permittee for post-development stormwater considerations in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C.* | | | |
| | **Number of new development and redevelopment projects reviewed** | 71 | Town of Longboat Key Wintegrate permitting system and Statistic Reports | Town of Longboat Key Planning Zoning and Building Department Staff | Includes Site plan and Zoning Exemptons. |
| | In the Year 2 Annual Report, provide a summary of the current local code review activity by attaching a report that includes the following information: all applicable local code and regulation citations (both current and draft); a description of the techniques aimed at reducing the stormwater impact of new development and areas of significant redevelopment that are included within the applicable codes and regulations (both current and draft); a description of innovative stormwater planning techniques, including those described above, recommended for possible future incorporation into the codes and regulations (beyond what may be currently in draft).<br><br>In the Year 4 Annual Report, provide a follow-up report that provides a summary of the activities performed in accordance with the local codes and regulations described in the report provided in Year 2 for the purpose of reducing stormwater impact from new development and areas of significant redevelopment, as well as the status of any initiatives described in the report to amend or newly develop local codes and regulations for the purpose of reducing stormwater impact from new development and areas of significant redevelopment. | *DEP Note: Please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E. If the report is not attached as required, please provide an explanation for the omission in Column F.* | | | |
| | **Year 2 ONLY: Attach the summary report of the inter-departmental review** | | | | Attached as Appendix A |
| | **Year 4 ONLY: Attach the follow-up report of the inter-department review** | | | | |
| Part III.A.3 | Roadways | | | | |
| | Report on the litter collection activities, including the frequency of litter collection, the amount of area covered by the activities and an estimate of the quantity of litter collected, in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C. In addition, the permittee may choose its own units of measurement for the reporting items. Unit options for the amount of litter include: bags, cubic yards, pounds, tons. Unit options for the amount of area covered by the activity include: linear feet, yards, miles, acres.* | | | |
| | **Litter Control Program: Frequency of litter collection** | 104 | Public Works work order and SOP system | Doyle Walker Streets Dept. Crew Leader | Twice Weekly surveys of Right of Way. |
| | **Litter Control Program: Estimated amount of litter collected (pounds)** | Approx 19.72 tons | Waste Management invoices | Donna Spencer Administrative Manger | 30 yard dumpster is used for multiple purposes. |

## SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

| A. Permit Citation/SWMP Element | B. Permit Requirement/Quantifiable SWMP Activity | C. Number of Activities Performed | D. Documentation/ Record | E. Entity Performing the Activity | F. Comments |
|---|---|---|---|---|---|
| | **Litter Control Program: Amount of area maintained (miles)** | 28.5 | Public Works Maps of Longboat | Doyle Walker Streets Dept. Crew Leader | State Road 789 Right of Way. |
| | Report on the Adopt-A-Road activities, including the total number of road miles cleaned and an estimate of the quantity of litter collected, in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C. In addition, the permittee may choose its own unit of measurement for the amount of litter collected. Unit options include: bags, cubic yards, pounds, tons.* | | | |
| | **Keep Sarasota Beautiful: Total miles cleaned** | 0 | | | Public Works performs work on State road as listed above |
| | **Keep Sarasota Beautiful: Estimated amount of litter collected (pounds)** | 0 | | | Public Works performs work on State road as listed above |
| | Report on the annual street sweeping activities, including the frequency of the sweeping, total miles swept and an estimate of the quantity of sweepings collected, in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C. Also, the permittee may choose its own unit of measurement for the amount of sweeping material collected. Unit options include: cubic yards, pounds, tons.* | | | |
| | **Street Sweeping Program: Frequency of street sweeping** | 1 | Subcontracted Invoice | Superior Asphalt | One sweep of North end Town owned streets. |
| | **Street Sweeping Program: Estimated amount of material collected (tons)** | Approx. 12 cubic Yards | Streets 2009 Resurfacing Project File | James Linkogle Public Works | Conducted during resurfacing project. |
| | **Street Sweeping Program: Total miles swept (per year)** | 5.25 | Public Works work order and SOP system | James Linkogle Public Works | 5.25 miles measured form the center line (10.5 curb miles) |
| | Maintain documentation of the inspections of equipment yards and maintenance shops that demonstrates the stormwater concerns reviewed and the appropriate control measures and procedures implemented or needing to be implemented, and report on the status and findings of the program, including the number of applicable facilities and the number and frequency of the inspections conducted, in each Annual Report. | *DEP Note: If 0 is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted.* | | | |
| | **Applicable equipment yards and maintenance shops that support road maintenance activities** | 1 | Public Works work order and SOP system | Doyle Walker Streets Dept. Crew Leader | One Public Works Complex, nominal equipment maintenance. |
| | **Number of site inspections for stormwater runoff concerns and applicable stormwater BMPs** | 26 | Public Works work order and SOP system | Doyle Walker Streets Dept. Crew Leader | Bi-weekly inspection of yard. |

## SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

| A. Permit Citation/SWMP Element | B. Permit Requirement/Quantifiable SWMP Activity | C. Number of Activities Performed | D. Documentation/ Record | E. Entity Performing the Activity | F. Comments |
|---|---|---|---|---|---|
| Part III.A.4 | Flood Control Projects | | | | |
| | Maintain a list of capital improvement projects proposed by the Stormwater Management Master Plan or Basin Management Planning studies (or similar document). Include in the project list any retrofits of existing structural flood control devices to provide additional pollutant removal from stormwater, and report on the status of the projects, including a description of the stormwater quality improvements and/or protection measures for each project, in each Annual Report. | *DEP Note: The status of the flood control projects should be reported as of the last day of the applicable reporting period. Therefore, there should be no duplication for those reported as proposed, active and completed. In addition, please provide the title of the attached description of the projects in Column D and the name of the entity who finalized the description in Column E. If the description is not attached as required, please provide an explanation for the omission in Column F.* | | | |
| | **Flood control projects proposed as of the last day of the reporting period** | 0 | | | Non are planned |
| | **Flood control projects active as of the last day of the reporting period** | 0 | | | Non are active |
| | **Flood control projects completed during reporting period** | 0 | | | Non completed |
| | **Attach a brief description of the stormwater quality improvements and/or protection measures for each project** | | | | |
| Part III.A.5 | Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit | | | | |
| | Maintain documentation of the inspections of applicable municipal waste treatment, storage and disposal facilities. The documentation should demonstrate the stormwater concerns reviewed and the appropriate pollution control measures and procedures implemented or needing to be implemented, and report on the status and findings of the program, including the number of applicable facilities and the number and frequency of the inspections conducted, in each Annual Report. | *DEP Note: If 0 is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. An applicable facility under Part III.A.5 includes, but is not limited to, those facilities/yards where street sweeping material and/or yard waste are temporary stockpiled, and where solid waste collection trucks are parked and/or maintained.*<br><br>*In addition, if the same facility is applicable under both Part III.A.3 and Part III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s).* | | | |
| | **Applicable municipal waste treatment, storage and disposal facilities** | 0 | | Waste Management, Inc. under contract. | Town contracts out all waste, garbage and debris pick-up. |
| | **Number of site inspections for stormwater runoff concerns and applicable stormwater BMPs** | 0 | | | Town contracts out all waste, garbage and debris pick-up. |
| Part III.A.6 | Pesticides, Herbicides, and Fertilizer Application | | | | |
| | Report the number of permittee personnel and contractors certified/licensed to apply pesticides or herbicides on permittee owned property in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C.* | | | |
| | **Florida Department of Agriculture and Consumer Services (DACS) certified applicators (personnel)** | 2 | Public Works NPDES file. | Donna Spencer Administrative | Parks Department Staff |

| SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE | | | | | |
|---|---|---|---|---|---|
| A. | B. | C. | D. | E. | F. |
| **Permit Citation/SWMP Element** | **Permit Requirement/Quantifiable SWMP Activity** | **Number of Activities Performed** | **Documentation/ Record** | **Entity Performing the Activity** | **Comments** |
| | **DACS certified/licensed applicators (contractors)** | 2 | Public Works NPDES file. | Donna Spencer Administrative Manger and or Mark Richardson, Parks and Facilities Manager | Part of contract specifications. |
| | Continue to implement a public education program to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. Report on the public education activities that are performed or sponsored by the permittee within the permittee s jurisdiction, including the type and number of outreach activities conducted and the type and amount of materials distributed, in each Annual Report. | *DEP Note: The permittee should customize the list of public outreach activities by removing or adding to the list below as appropriate to their particular public outreach program. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed.* | | | |
| | **Brochures/Flyers/Fact sheets distributed** | 36 | Outreach Log | James Linkogle Public Works | Handed out at annual Meet and Greet for condo and homeowner associations sponsored by the local Chamber of Commerce |
| | **Newsletters: Number of newsletters distributed** | 7800 | Summer Newsletter 2009 | James Linkogle Public Works | Annual newsletter distributed to all addresses within the Towns zip code for Hurricane/Flood awareness. |
| | **Special events: Number conducted** | 1 | Outreach Log | James Linkogle Public Works | Annual Meet and Greet for condo and homeowner associations sponsored by the local Chamber of Commerce |
| | **Special events: Number of participants** | 40 to 50 | Outreach Log | James Linkogle Public Works | |

| SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE | | | | | |
|---|---|---|---|---|---|
| A. | B. | C. | D. | E. | F. |
| **Permit Citation/SWMP Element** | **Permit Requirement/Quantifiable SWMP Activity** | **Number of Activities Performed** | **Documentation/ Record** | **Entity Performing the Activity** | **Comments** |
| | Continue to conduct annual seminars, training sessions, and/or on-the-job supervision for municipal applicators to emphasize the stormwater implications of pesticide and herbicide application. Report on the training activities, including the number of municipal applicators trained (both in-house and outside training), in each Annual Report. | *DEP Note: If 0 is reported in Column C for any of these reporting items, please include in Column F an explanation for why training was not provided to/obtained by personnel during the applicable reporting year and the most recent year that training was previously provided/obtained. In addition, please note that non-certification training refers to any classes, on-the-job training, or other informal training that does not count toward an applicator s DACS certification.* | | | |
| | **Non-certification seminars/training sessions provided** | 0 | | | Conducted in 2005, 2006 with Cooperative Extension Services. |
| | **Personnel trained(in-house and outside non-certification training)** | 2 | Public Works Employee files | Doyle Walker, Streets Supervisor | Two staff received certificates in Best Management Practices Florida Green Industries Training in 2008 |
| | Continue implementation of standardized procedures to minimize the municipal use of pesticides, herbicides, and fertilizers and to properly apply, store, and mix these products. | | | | |
| | **Report any changes to the procedures to minimize the permittee s use of pesticides, herbicides, and fertilizers, as needed** | | | | |
| Part III.A.7.a | Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures | | | | |
| | Where applicable, strengthen the legal authority to control illicit discharges, illicit connections, illegal dumping and spills into the MS4 and to require compliance with conditions in ordinances, permits, contracts, and orders. | | | | |
| | **Report any amendments to the applicable legal authority , as needed** | | | | |
| Part III.A.7.c | Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal | | | | |
| | Continue to implement the procedures for proactive inspections to identify and eliminate the source(s) of illicit discharges, illicit connections or dumping to the MS4. Report on the proactive inspection program, including the number of inspections conducted, the number of illicit activities found, and the number and type of enforcement actions taken, in each Annual Report. | *DEP Note: Proactive inspections may include, for example, suspect areas (e.g., industrial areas), commercial businesses (e.g., restaurants, car washes, storage warehouses being used for commercial business, service stations, laundries/ dry cleaners, auto body shops, carpet cleaners) or temporary activities (e.g., special events/fairs/circus) that would not otherwise be inspected during routine inspections and maintenance of the MS4, in association with high risk industrial facilities or construction sites, or in response to citizen or staff reports. In addition, the permittee can re-word the NOVs issued reporting item to better reflect its particular initial enforcement activity.* | | | |

## SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

| A. Permit Citation/SWMP Element | B. Permit Requirement/Quantifiable SWMP Activity | C. Number of Activities Performed | D. Documentation/ Record | E. Entity Performing the Activity | F. Comments |
|---|---|---|---|---|---|
| | **Proactive inspections for suspected illicit discharges/ connections/ dumping** | 11 | Public Works NPDES Files | James Linkogle, Public Works | 3 inspections of Golf Course Operations, 3 Inspections of Gas Stations, 4 inspections of Marinas, and one special event. |
| | **Illicit discharges/ connections/ dumping found during a proactive inspection** | 0 | | | |
| | **Notices of Violation (NOVs) issued for illicit discharges/ connections/ dumping found during a proactive inspection** | 0 | | | |
| | **Fines issued for illicit discharges/ connections/ dumping found during a proactive inspection** | 0 | | | |
| | Report on the investigation program as it relates to reacting or responding to reports of suspected illicit discharges, including the number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken, in each Annual Report. | *DEP Note: The permittee can re-word the NOVs issued reporting item to better reflect its particular initial enforcement activity.* | | | |
| | **Number of reports of suspected illicit connections/ discharges/ dumping received** | 2 | Town of Longboat wintegrate Code Enforcement files. | Police Code enforcement cases, Officers Martin and Sharp | Officers responding to citizen complaints. |
| | **Investigations of reports of suspected illicit discharges/ connections/ dumping** | 2 | Town of Longboat wintegrate Code Enforcement files. | Police Code enforcement cases, Officers Martin and Sharp | Officers responding to citizen complaints of dumping debris |
| | **Illicit discharges/ connections/ dumping found during a reactive investigation** | 1 | | | Officers found pile of debris in one case and handled, the other for blowing grass clippings in canal, no evidence found. |
| | **NOVs issued for illicit discharges/ connections/ dumping found during a reactive investigation** | 0 | | | |
| | **Fines issued for illicit discharges/ connections/ dumping found during a reactive investigation** | 0 | | | |
| | Report on the training activities, including the number of permittee personnel trained (both in-house and outside training), and the number of contractors trained by the permittee, in each Annual Report. | *DEP Note: If 0 is reported in Column C for either of these reporting items, please include an explanation in Column F for why training was not provided to/obtained by personnel/contractors during the applicable reporting year and the most recent year that training was previously provided/obtained.* | | | |

| SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE | | | | | |
|---|---|---|---|---|---|
| A. | B. | C. | D. | E. | F. |
| **Permit Citation/SWMP Element** | **Permit Requirement/Quantifiable SWMP Activity** | **Number of Activities Performed** | **Documentation/ Record** | **Entity Performing the Activity** | **Comments** |
| | **Illicit Discharge Training: Personnel trained** | 0 | | | |
| | **Illicit Discharge Training: Contractors trained** | 0 | | | Contractors not utilized for these inspections. |
| Part III.A.7.d | Illicit Discharges and Improper Disposal — Spill Prevention and Response | | | | |
| | Report on the spill prevention and response activities, including the number of spills addressed that had the potential to enter the MS4, in each Annual Report. | | | | |
| | **Hazardous and non-hazardous material spills responded to** | 13 | Town of Longboat Key Fire Department Logs | Matt Altman, Deputy Fire Chief | Review of all call logs indicated no spill responses in 2009. |
| | Report on the training activities completed, including the number of personnel trained (both in-house and outside training) and the number of contractors trained by the permittee, in each Annual Report. | *DEP Note: If 0 is reported in Column C for either of these reporting items, please include an explanation in Column F for why training was not provided to/obtained by personnel/contractors during the applicable reporting year and the most recent year that training was previously provided/obtained.* | | | |
| | **Spill Prevention and Response Training: Personnel trained** | 11 | Town of Longboat Key Fire Department training logs. | Matt Altman, Deputy Fire Chief | 11 trained in HAZMAT EMS Communication and Intro to Hazardous Materials in 2009. 22 trained in 24 hr. Hazmat Life Safety, Hazmat Operations Level and Command, 1st Responder Level Hazmat operations in 2008. |
| | **Spill Prevention and Response Training: Contractors trained** | 0 | | | Contractors not used to perform these activities. |
| Part III.A.7.e | Illicit Discharges and Improper Disposal — Public Reporting | | | | |
| | Continue to promote, publicize, and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. Report on the public outreach activities that are performed or sponsored by the permittee within the permittee s jurisdiction, including the number of outreach activities conducted and the amount of materials distributed, in each Annual Report. | *DEP Note: The permittee should customize the list of public outreach activities by removing or adding to the list below as appropriate to their particular public outreach program. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed.* | | | |

| SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE | | | | | |
|---|---|---|---|---|---|
| A. | B. | C. | D. | E. | F. |
| **Permit Citation/SWMP Element** | **Permit Requirement/Quantifiable SWMP Activity** | **Number of Activities Performed** | **Documentation/ Record** | **Entity Performing the Activity** | **Comments** |
| | **Brochures/Flyers/Fact sheets distributed** | 36 | Outreach Log | James Linkogle Public Works | Handed out at annual Meet and Greet for condo and homeowner associations sponsored by the local Chamber of Commerce |
| | **Newsletters: Number of newsletters distributed** | 7800 | Summer Newsletter 2009 | James Linkogle Public Works | Annual newsletter distributed to all addresses within the Towns zip code for Hurricane/Flood awareness. |
| | **Special events: Number conducted** | 1 | Outreach Log | James Linkogle Public Works | Annual Meet and Greet for condo and homeowner associations sponsored by the local Chamber of Commerce |
| | **Special events: Number of participants** | 40 to 50 | Outreach Log | James Linkogle Public Works | |
| Part III.A.7.f | Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control | | | | |
| | Continue implementation of the outreach program to instruct the public on responsible environmental management and the proper disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. Report on the public outreach activities that are performed or sponsored by the permittee within the permittee s jurisdiction, including the number of outreach activities conducted, the amount of outreach materials distributed and the amount of waste collected/recycled/properly disposed, in each Annual Report. | *DEP Note: The permittee should customize the list of public outreach activities by removing or adding to the list below as appropriate to their particular public outreach program. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed.* | | | |
| | **Brochures/Flyers/Fact sheets distributed** | 1 | Utility billing | Donna Spencer Public Works Administrative Assistant | Insert in Utility bill to all residents that receive them |
| | **Curbside Used Oil & Filter Collection Program events** | 1 | Public Works NPDES Files | Donna Spencer Public Works Administrative Assistant | Annual Collection Event held January 1/31/2009 as co-sponsor with Manatee County |

| SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE | | | | | |
|---|---|---|---|---|---|
| A. | B. | C. | D. | E. | F. |
| **Permit Citation/SWMP Element** | **Permit Requirement/Quantifiable SWMP Activity** | **Number of Activities Performed** | **Documentation/ Record** | **Entity Performing the Activity** | **Comments** |
| | **Household Hazardous Waste (HHW) Collection Day events** | 1 | Public Works NPDES Files | Donna Spencer Public Works Administrative Assistant | Annual Collection Event held January 1/31/2009 as co-sponsor with Manatee County |
| | **HHW Collection Day/Curbside Program/Retail Battery Program/Project Green Sweep: Amount of waste collected/recycled (tons)** | 1 | Manatee County Staff | Manatee County Staff | Tonnage records kept by Manatee County Staff as co-sponsor of the event. Town Staff hauled an additional 341 lbs. of electronic materials. |
| | **Storm sewer inlets newly marked/replaced** | 0 | Public Works Streets Work Orders | Doyle Walker, Streets Supervisor | All markers in place. |
| Part III.A.7.g | Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage | | | | |
| | Report on the activities to reduce or eliminate Sanitary Sewer Overflows (SSOs) and seepage, such as the number of incidents of each discovered and resolved, in each Annual Report. | *DEP Note: The permittee should contact the appropriate authorities for accurate reporting information, such as the sanitary sewer system operator and the local health department that is responsible for permitting/overseeing septic tank systems.* | | | |
| | **SSO incidents discovered and resolved** | 1 | Public Works Maintenance and Notifications Files | Anne Ross, P.E. Town Engineer | Minor incident so small and self contained no reporting action taken to Health Department.. |
| | **Inflow/Infiltration incidents discovered and resolved** | 9276 Lin. Ft. of Sewer, 58 Sewer laterals Slip-lined. | Public Works Wastewater Project Files | Anne Ross, P.E. Town Engineer | On-going capital program of slip-lining waste water lines to eliminate infil / exfiltration of wastewater from system. |
| Part III.A.8.a | Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections | | | | |
| | Report on the inventory, including the total number of high risk facilities and the number of facilities newly added each year, in each Annual Report. | *DEP Note: For the purposes of this permit, high risk facilities include operating municipal landfills, hazardous waste treatment, storage, disposal and recovery facilities, facilities that are subject to EPCRA Title III, Section 313, and any other industrial or commercial discharge that the permittee determines is contributing a substantial pollutant loading to the permittee s MS4.* | | | |

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|---|---|---|---|---|---|
| | **Total number of high risk facilities** | 0 | | | None within the Community |
| | **New high risk facilities added to the inventory during the current reporting period** | 0 | | | None within the Community |
| | Report on the inspection program, including the number of inspections conducted and the number of enforcement actions taken, in each Annual Report. | *DEP Note: If 0 is reported in Column C for the number of inspections conducted and the permittee has one or more high risk facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, the permittee can re-word the NOVs issued reporting item to better reflect its particular initial enforcement activity.* | | | |
| | **High risk facility site inspections for stormwater runoff concerns** | 0 | | | None within the Community |
| | **NOVs issued for violations discovered during a high risk site inspection** | 0 | | | None within the Community |
| | **Fines issued for violations discovered during a high risk site inspection** | 0 | | | None within the Community |
| Part III.A.8.b | Industrial and High-Risk Runoff — Monitoring for High Risk Industries | | | | |
| | Monitoring may be required on an as-needed basis in the event that inspections of high-risk facilities disclose suspected illicit discharges to the MS4. New high-risk industrial facilities as defined in 40 CFR 122.26(d)(2)(iv)(C) must be evaluated to determine if the new discharge is contributing a substantial pollutant load to the MS4. The evaluation may include site-specific monitoring. | | | | |
| | **High risk facilities monitored** | 0 | | | None within the Community |
| Part III.A.9.a | Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices | | | | |
| | Report the number of pre-construction site plans reviewed in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C.* | | | |
| | **Construction site plan/permit application reviews for proper erosion and sedimentation BMPs (private sites)** | 71 | Town of Longboat Key Wintegrate permitting system and Statistic Reports | Town of Longboat Key Planning Zoning and Building Department Staff | Includes Site plan and Zoning Exemptions. |
| | **Construction site plan/permit application reviews for proper erosion and sedimentation BMPs (permittee sites)** | 71 | Town of Longboat Key Wintegrate permitting system and Statistic Reports | Town of Longboat Key Planning Zoning and Building Department Staff | Includes Site plan and Zoning Exemptions. |
| | Report the number of building permit applicants notified to obtain all required stormwater permits in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C. If the land disturbance and building permits are administered by different departments (and thereby the notifications are performed by two departments), the permittee may separate the reporting of these two activities into separate lines.* | | | |

| SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE | | | | | |
|---|---|---|---|---|---|
| A. | B. | C. | D. | E. | F. |
| **Permit Citation/SWMP Element** | **Permit Requirement/Quantifiable SWMP Activity** | **Number of Activities Performed** | **Documentation/ Record** | **Entity Performing the Activity** | **Comments** |
| | **Land disturbance and building permit applicants notified of ERP and NPDES stormwater permit requirements** | 71 | Town of Longboat Key Wintegrate permitting system and Statistic Reports | Town of Longboat Key Planning Zoning and Building Department Staff | Includes Site plan and Zoning Exemptions. |
| | Report the number of permittee construction sites for which a Notice of Intent (NOI) was submitted in each Annual Report. | *DEP Note: Please provide an explanation in Column F for any 0 reported in Column C.* | | | |
| | **Number of permittee construction sites requiring an NOI** | 0 | | | None qualified as disturbing One Acre or more. |
| Part III.A.9.b | Construction Site Runoff — Inspection and Enforcement | | | | |
| | Report on the inspection program, including the number of construction site inspections conducted and the number and type of enforcement actions taken, in each Annual Report. | *DEP Note: If 0 is reported in Column C for the number of inspections conducted, please provide an explanation in Column F of why no inspections were conducted. The permittee can re-word the NOVs/written warnings/citations issued reporting item to better reflect its particular initial enforcement activity.* | | | |
| | **Construction site inspections for proper erosion and sedimentation BMPs (private sites)** | 258 | Town of Longboat key NPDES and Construction Permit tracking system | James Linkogle, Public Works | Building Inspectors initiate tracking on first inspection of a permitted site. |
| | **Construction site inspections for proper erosion and sedimentation BMPs (permittee sites)** | 6 | | | One construction site on permittee owned property in 2009. |
| | **NOVs/ written warnings/citations issued** | 0 | | | All complied after first contact. |
| | **Stop Work Orders issued** | 0 | | | All complied after first contact |
| | **Fines issued** | 0 | | | All complied after first contact |
| Part III.A.9.c | Construction Site Runoff — Site Operator Training | | | | |
| | Report on the training activities, including the number of inspectors, site plan reviewers and site operators trained (both in-house and outside training), and the number of private persons trained by the permittee, in each Annual Report. | *DEP Note: If 0 is reported in Column C for any of these reporting items, please include in Column F an explanation of why training was not provided to/obtained by the permittee s staff and private persons during the applicable reporting year and the most recent year that training was previously provided/obtained. In addition, the permittee should report only the staff and private persons trained during the applicable reporting year, and then note in Column F if/when any other staff were previously trained/certified.* | | | |

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| A. Permit Citation/SWMP Element | B. Permit Requirement/Quantifiable SWMP Activity | C. Number of Activities Performed | D. Documentation/ Record | E. Entity Performing the Activity | F. Comments |
|---|---|---|---|---|---|
| | **Permittee construction site inspectors trained/certified** | 1 | Class files kept at Sun Coast Technical Institute | Suncoast Public Works Academy sponsored FDEP Stormwater Erosion and Sedimentation Control Inspector Training Program. | Karen Johnson keeps records of individuals trained. 1 Staff member trained during a December 2009 Class. |
| | **Permittee construction site plan reviewers trained/certified** | 0 | Public works NPDES files | James Linkogle Public Works | 5 Staff trained during a May 30, 2007 meeting with contractors |
| | **Permittee construction site operators trained/certified** | 1 | Class files kept at Sun Coast Technical Institute | Suncoast Public Works Academy sponsored FDEP Stormwater Erosion and Sedimentation Control Inspector Training Program. | Karen Johnson keeps records of individuals trained. 1 Staff member trained during a December 2009 Class. |
| | **Private persons trained** | 0 | Public works NPDES files. | James Linkogle Public Works | 13 attended training during a May 30, 2007 meeting with contractors. |

0

## SECTION VIII. CHANGES TO THE STORMWATER MANAGEMENT PROGRAM (SWMP) ACTIVITIES (Not Applicable In Year 4)

| | Permit Citation/ SWMP Element | Proposed Changes to the Stormwater Management Program Activities Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) — REQUIRES DEP APPROVAL PRIOR TO CHANGE IF PROPOSING TO REPLACE OR DELETE AN ACTIVITY. |
|---|---|---|
| A. | | |
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| | Permit Citation/ SWMP Element | Changes to the Stormwater Management Program Activities NOT Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) |
|---|---|---|
| B. | | |
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| | | |

TOWN OF LONGBOAT KEY

NPDES ANNUAL REPORT

"YEAR TWO"

# APPENDIX "A"

JUNE 2010

# Town of Longboat Key
# Report to summarize the current local code review needed in Year 2 of NPDES Annual Report

To include the following:

- Added Chapter 102, Fertilizer Management Code, Ordinance No. 2008-04, passed May 5, 2008
- Added Chapter 55, Water-Efficient Irrigation and Landscaping Regulations, Ordinance No. 2006-14, passed October 9, 2006
- Repealed and Replaced Chapter 154 Flood Control Ordinance, Ordinance No. 2006-10, as amended Ordinance 2006-33

## Added Chapter 102, Fertilizer Management Code, Ordinance No. 2008-04, passed May 5, 2008

As a result of the efforts of Sarasota County in implementing a Fertilizer Ordinance citizens expressed concern about reoccurring algae blooms, accumulation of red drift algae on local beaches, and the potential of reducing the level of pollution in the Town's adjacent bays and waterways. The Town of Longboat Key Commission tasked the Public Works Department with reviewing existing regulations on the use of fertilizers, especially nitrogen and phosphorus. The amount of fertilizer applied and the method of application have a large impact on the potential for creating pollution. Additionally, in many cases, poor soils, site preparation, and plant selection had resulted over time in an increase of irrigation thus placing a high demand on the drinking water supply. Also whether perceived or documented an increase in residential and commercial sales of fertilizers had occurred regionally and state-wide in order to meet the local consumer expectations of lush and vibrant landscaping.

To address concerns about water pollution caused by stormwater runoff, the Town of Longboat Key Commission took first step in their commitment to engage the citizens in discussions by bringing forth an agenda item to adopt an Ordinance and establish a Town Fertilizer Code.

The Commission, along with concerned citizens, have come to the realization Nitrogen is a major component in most commercially available products, and it is known that nitrogen is the nutrient that is potentially impacting and adversely affecting the Town of Longboat Key's bays and waterways. It was brought to the Town's attention through the Sarasota Bay Estuary Program that the Florida Department of Environmental Protection has identified specific areas of the water bodies in the Town of Longboat Key as "impaired"

for dissolved oxygen, possibly related to excess nutrients. The quality of the bays, estuaries, and the Gulf of Mexico is critical to environmental, economic, and recreational prosperity and to the health, safety, and welfare and enjoyment of citizens.

To investigate all possible options for reducing nitrogen and phosphorus runoff, the Commission through a series of Regular Workshops developed a community consensus through a broadly collaborative process. These community meetings included conversations were interest groups such as:

- Stakeholders from the fertilizer industry;
- Stakeholders with environmental organizations;
- Stakeholders from homeowner, civic, property management associations; and
- Stakeholders from government agencies.

Agency staffs from neighboring Sarasota and Manatee counties were also invited to join the discussion, as the Town shares the bays with them.

The principals used to guide the conversations process followed those of the Sarasota County working group Mission Statement; "That water is one of our most valuable resources. Water pollution from nutrients has been increasing worldwide and has been scientifically associated with serious threats to our aquatic and marine life. These nutrients come from land-based sources such as leaking sewage, fertilizer, and other sources that are influential promoting factors. Reducing these nutrients can/may contribute to reduced algae growth and Town of Longboat Key shall take a leadership role in helping to address this issue."

During the initial workshop, Commission discussion included where the Town of Longboat Key should concentrate their action to reverse current fertilizer use. The initial responses and ideas confirmed that a very high level of consensus did exist on many topics. The areas of agreement were easily identified and areas of disagreement were isolated to better understand the barriers to consensus. During these discussions, there were seven reoccurring topics that were consistent: (1) Public Education, (2) Licensing, Certification and Training for Fertilizer Applicators, (3) Design and Development Standards, (4) Irrigation Water, and Fertilizer application Setback Zones, (5) Application Timing, (6) Fertilizer Products, and (7) Accountability Mechanisms.

The overwhelming consensus was that fertilizers do have a negative impact on the environment if they are applied excessively or improperly. There was agreement that addressing this concern will require a collaborative approach with important roles and responsibilities. They came to a basic conclusion

that it is the responsibility of all community members to exhibit responsible environmental stewardship by:

- Creating and managing our landscapes with the least necessary nutrient input;
- Optimizing the use of Florida native and Florida friendly plants;
- Committing to site development with minimal runoff capabilities; and
- Restricting the use of nutrients according to Best Management Practices (BMPs) such as setbacks, rainy season, slow release, amount, frequency and timing of application.

The major outcomes of the initial meetings were:

- There was unanimous agreement that public education on the proper use of nutrients (fertilizers) is at the top of the list of actions needed to reduce the runoff and leaching of nutrients into the Town's waterways. This indicated that although regulation was an important aspect of fertilizer management, education could be an additional and even more powerful tool for change.
- There should be a comprehensive program to license, certify, and train everyone who applies fertilizer for a living. While there was agreement on many of the key elements within this category, there were still several important components that needed to be worked through in order to achieve a higher level of consensus or agreement.
- Considerable interest included supporting changes to existing design and development standards for the landscaping of new construction in the Town.
- Fertilizer application and irrigation water setback zones, or buffer zones, have become increasingly popular as a mechanism to limit the run-off of pollutants into waterways. It was agreed that such buffer zones were needed in some cases but much discussion took place before an agreement could be reached on which cases or how wide the buffer zones should be or how they can be regulated.
- There was interest in limiting the application of fertilizers in the rainy season; an agreement was reached on the timeframe.
- The discussed several strategies for ensuring that commercial companies, associations and homeowners are held accountable for the appropriate use of fertilizer. These recommendations were reviewed, amended, and were in consensus with representatives from those in attendance of the meetings.

While there was broad based consensus on the items listed above, there was work to be done on the details of these concepts and ideas to be incorporated into a viable Ordinance ready for adoption.

The Fertilizer Management Code is the culmination of a series of community conversations that included representatives from the fertilizer industry, environmental organizations, homeowner, civic and property management associations, and government agencies and others interested in helping develop a solution for Town of Longboat Key.

Town of Longboat Key in conjunction with Sarasota County has been working toward reducing the nitrogen levels in its watersheds for years. The Town has addressed this initiative through activities such as; the re-lining of sewer system piping, the renovation of wastewater lift stations, a storm drain marking program, and an continuing promotion of proper disposal of pet waste. The fertilizer management program is now part of this multi-pronged effort.

Public outreach, in conjunction with regulatory action, has been a major factor in the success of community initiatives concerning pollution prevention. These initiatives did not succeed overnight, and staff expects an issue as complex and with as many economic implications as fertilizer management to challenge Town of Longboat Key for some time. Town of Longboat Key adopted its fertilizer management ordinance as a means to address long-term solutions to social challenges that have always depended on changing the perceptions and behaviors of present and future citizens.

Additionally as a result of the discussions for Fertilizer Management an parallel Ordinance concerning disposal of grass clippings ensued. As a result on April 7, 2008, Ordinance 2008-07 was passed amending the Town Code section 95.16 concerning Unlawful Deposits

## 95.16 Unlawful Deposits

It shall be unlawful:

**(A)**

For any person to place or deposit garbage, garden trash, brush, or rubbish on the premises of another, whether the premises are improved or vacant, or on any street, alley, park, road or rock pit, pool, lake, or any of the tidal waters of the Gulf of Mexico or the bays and bayous within or adjacent to the town;

**(B)**

For any person to intentionally cause grass clippings, vegetative material, or vegetative debris to be washed, swept, deposited, blown, placed, or moved into drains, ditches, conveyances, canals, or any other water body connected to or part of Sarasota Bay, its' passes, or the Gulf of Mexico, or upon any street or roadway within the town; or

(C)

For any person to fail to exercise reasonable care which causes grass clippings, vegetative material, or vegetative debris to be washed, swept, deposited, blown, placed, or moved into drains, ditches, conveyances, canals, or any other water body connected to or part of Sarasota Bay, its' passes, or the Gulf of Mexico, or upon any street or roadway within the town.

On May 5, 2008 the Town of Longboat Key Commission unanimously passed an ordinance aimed at reducing fertilizer pollution to local waterbodies. This has resulted in a community-driven solution to curb pollution caused by fertilizer runoff.

**Highlights of Fertilizer Management Code are listed below:**

**Restricted Season**

No fertilizer containing nitrogen or phosphorus can be applied to turf or landscape plants from June 1 to Sept. 30.

**Phosphorus applications**

Phosphorus amount can't exceed 0.25 pounds per 1,000 square feet for each application, and can't exceed 0.5 pounds per 1,000 square feet per year.

**Nitrogen applications**

Nitrogen fertilizer must contain at least 50 percent slow-release nitrogen. No more than four pounds of nitrogen per 1,000 square feet may be applied to turf or landscape plants each year.

**Fertilizer free zone**

Fertilizer shall not be applied, spilled, or otherwise deposited on any impervious surfaces within the town. Any fertilizer applied, spilled, or deposited, either intentionally or accidentally, on any impervious surface shall be completely removed to the greatest extent practicable. In no case shall fertilizer be washed, swept, or blown off impervious surfaces within the town into any ponds, stormwater drains, ditches, conveyances, canals, water bodies, or streets.

Fertilizer shall not be applied within the town within three feet, or if applied by a broadcast spreader without a deflector, then within 10 feet, of any pond, stormwater drains, ditches, conveyances, canals, top of seawalls, or water bodies, or within 10 feet of any wetland as defined by the Florida Department of Environmental Protection (Chapter 62-340, Florida Administrative Code). Newly planted turf and/or landscape plants may be fertilized in this zone only for the first 60-day establishment period.

## Deflector shields

Spreader deflector shields are required when fertilizing with broadcast spreaders within the town. Deflectors must be positioned such that fertilizer granules are deflected away from all impervious surfaces, fertilizer-free zones and water bodies, including wetlands.

## Enforcement

(A)

Any person violating this chapter shall be subject to the penalties set forth in Section 10.99 of the Town of Longboat Key Code, an action at law or in equity, or prosecution before the Code Enforcement Board.

**Section 10.99**

**(A)**

Whenever in this code or in any ordinance of the town any act is prohibited or is made or declared to be unlawful or an offense, or whenever in the code of ordinances the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of such a provision of this code or any ordinance shall be punished by a fine not exceeding $500 or imprisonment of a term not exceeding 60 days. Each day any violation of any provision of this code or of any ordinance shall continue shall constitute a separate offense.

**(B)**

In addition to the penalties herein provided, any condition caused or permitted to exist in violation of any of the provisions of this code or any ordinance shall be deemed a public nuisance and may be abated by the town as provided by law.

**(C)**

The violation of any building, general offense, business regulation, dredge and fill, subdivision, zoning ordinance, or other land development regulation of the town, shall, in addition to the penalties described in this section, be subject to abatement by any injunction order of a court of competent jurisdiction.

**(B)**

Each day of any violation shall constitute a separate and distinct offense.

## Training

**(A)**

All applicators of fertilizer within the town, other than private homeowners on their own property, shall abide by and successfully complete a Sarasota County approved best management practices training program. This training shall include the most current version of the "Florida Green Industries Best Management Practices for Protection of Water Resources in Florida, June 2002," as revised. Upon successful completion, a copy of a Certificate of Completion shall be sent to the Office of Code Enforcement for the town, and carried by each applicator and shall be available for inspection upon request. In addition, each applicator shall be responsible for becoming familiar with the more stringent requirements of this chapter.

**(B)**

All commercial fertilizer applicators applying fertilizer within the town shall ensure that all applicators employed by them receive the necessary training required by subsection (A) of this section and abide by all of the provisions of this chapter. All new employees serving as applicators shall receive the necessary training in accordance with the requirements of subsection (A) of this section within 90 days of employment and during this 90-day period shall work under the physical supervision of an applicator who has successfully completed the required best management practices training program.

**(C)**

Private homeowners are encouraged to comply with the recommendations of the University of Florida, IFAS Florida Yards and Neighborhoods program.

## Records Retention

**(A)**

Each commercial fertilizer applicator (and each individual applicator who is not employed by a commercial fertilizer applicator), shall maintain at their place of business in Manatee or Sarasota Counties, Florida, a business record for each fertilizer application within the town which, at a minimum, shall contain the following information:

**(1)**

Date and time of service;

**(2)**

Name of property owner or customer;

**(3)**

Property address;

**(4)**

Fertilizer type (Slow Release or not) and content of the fertilizer (per Guaranteed Analysis Label)

**(5)**

Fertilizer application rate;

**(6)**

Precautions taken to avoid fertilizer-free zones or impervious surfaces;

**(7)**

The name and address of the commercial applicator or the individual applicator; and

**(8)**

Name of applicator's place of training and date of completion.

Each business record shall contain the printed and signed name of the actual applicator, whose signature shall constitute, under penalties of perjury, an affirmative statement that the applicator complied with all

requirements of this chapter. If any exception is made to this statement, a full explanation under oath and in writing shall be made by the applicator.

All business records under this section shall be kept for a minimum of 18 months from the date of application.

**(B)**

Each commercial fertilizer applicator and each individual applicator, who is not employed by a commercial applicator, shall maintain records for each applicator in their employment indicating the name of the applicator, the name of the approved institution and date where the required best management practices training occurred, together with a copy of the Certificate of Completion for each such applicator.

**(C)**

The records required to be retained by this section shall be made available by the commercial applicator or the individual applicator, as the case may be, to the Code Enforcement Officer or designated inspectors for inspection and copying upon reasonable advanced notice and during normal business hours.

**(D)**

This section shall not be applicable to private homeowners applying fertilizer on their own property.

Next steps in this program are to continue the extensive public outreach program, aimed at educating residents and landscaping professionals about fertilizer management. One consideration is to provide outreach in both English and Spanish. Every solution begins with a single step forward, and staff believes that the well-being of Town of Longboat Key's precious water resources depends on this effort. The new Fertilizer and Landscape Management Code and educational brochures, are available on the Town of Longboat Key Government Web site; www.longboatkey.org.

## Adding Chapter 55, Water-Efficient Irrigation and Landscaping Code, Ordinance No. 2006-14, passed October 9, 2006

Town of Longboat Key Commission adopted Ordinance No. 2006-14 which regulates resourceful landscape planning and installation and water-efficient irrigation to promote water conservation. One of the primary considerations was to alleviate high water use and potential run-off which in some cases is conveyed by existing storm water systems directly to surrounding bay waters.

## Highlights of Water Efficient Irrigation and Landscaping Code are listed below:

### Intent and purpose.

The intent and purpose of this chapter is to provide regulations encouraging efficient water use for irrigation and landscaping.

### Applicability.

**(A) Section 55.03 shall be applied to:**

**(1)**

All property located within new site and development plans reviewed under Chapter 158, as well as amendments to existing site and development plans for redevelopment, reconstruction, or expansion.

**(2)**

All lots containing new residential or commercial principal buildings.

**(3)**

Replacement of existing single-family residences.

**(B) Exempted from the provisions of this chapter are:**

**(1)**

Landscaping having no supplemental irrigation through an in-ground system;

**(2)**

Athletic fields;

**(3)**

Golf courses;

**(4)**

Any property developed or approved for development prior to the effective date of this chapter;

**(5)**

Stormwater management areas;

**(6)**

Public rights-of-way; and

**(7)**

Community play areas and parks.

**(8)**

Expansion of existing single-family residences.

**Landscaping, irrigation and maintenance requirements**

**(A) Landscape planning and installation shall, at a minimum, conform to the following standards:**

**(1)**

Plants with similar water requirements shall be irrigated on the same type of watering zone. Installed trees and other vegetation shall be spaced and located to accommodate their mature size on the site and not interfere with irrigation spray patterns of coverage. No plants shall be planted under roof overhangs. When utilizing organic mulch, a minimum depth of three inches shall be applied in plant beds and around individual trees and palms.

**(2)**

The high irrigated water use zone shall be limited to a maximum of 50 percent of the total irrigated landscape vegetated area.

**(3)**

Impervious surfaces and materials within the planted portion of the landscaped area shall be limited to borders, walkways, stepping stones, shell and other similar materials, and shall not exceed ten percent of the landscaped area.

**(4)**

For multifamily, tourism and commercial development, native and drought resistant plant species shall be used in common areas and buffers to reduce water usage. No more than 25 percent of the landscaped area may be planted in sod or nondrought-resistant plant species.

**(5)**

The type, location and shape of turf areas shall be determined in the same manner as with all the other plantings. Turf shall be placed so that it can be irrigated separately. Turf areas shall be no narrower than four feet except when next to landscaping on contiguous properties.

**(6)**

Irrigation systems shall be designed and installed for efficient and effective use of water to the landscaped area. Irrigation systems shall have separate high and low irrigation water use zones for independent operation. Turfgrass areas, annual flowerbeds and vegetable gardens shall be irrigated on separate irrigation zones from tree, shrub, and groundcover beds. No water spray from irrigation systems shall be applied under roof overhangs.

**(7)**

All sprinklers and rotor sprinklers for turf areas shall be installed so as to minimize overspray onto paved surfaces, structures and nonvegetated areas; minimize runoff of irrigation water; and

operate at their designed overlap pattern of 75 percent—100 percent (A pattern of 100 percent overlap would represent head-to-head coverage). Pop-up sprinklers and rotor sprinklers shall not be mixed in the same zone.

**(8)**

Reclaimed or other non-potable water sources shall be used for irrigation if available. If the water supply for the irrigation system is from a well, a constant pressure/flow control device or pressure tank with adequate capacity shall be required to minimize pump cycling.

**(9)**

Micro-irrigation systems that have low volume emitters shall be required for tree, shrub and ground cover beds if permanent irrigation is provided for these areas. A "Y" type filter shall be installed at the head end of such systems. In-line pressure regulators to reduce pressure to no more than 15 PSI shall also be utilized.

**(10)**

A rain sensing shutoff device shall be required in accordance with Chapter 53, Section 53.14, rain shut off devices.

**(B) Maintenance.**

**(1)**

A landscape maintenance checklist shall be provided to the property owner by the builder or developer. It shall include, but not be limited to, adjusting and repairing irrigation distribution equipment; calibrating the irrigation system; resetting the automatic controller; cleaning irrigation filters; checking the rain sensor shut off device; replenishing mulch; and pruning plants and cutting grass around sprinkler heads. Further, the builder or developer shall inform the owner of the current irrigation restrictions adopted by the Town of Longboat Key.

**(2)**

The builder shall provide the property owner with all warranty information for the irrigation system.

**(3)**

The information required above shall be provided to the owner by posting or hanging it next to the irrigation controls.

**(4)**

After issuance of a certificate of occupancy, the responsibility to maintain the landscape system shall be the property owner's.

**Certification of compliance and enforcement of chapter.**

**(A) Initial Certification**

The builder, landscape architect, irrigation contractor or landscape contractor licensed, registered, or certified by the State of Florida ,

Manatee County, or Sarasota County shall conduct a final field inspection prior to a request for a certificate of occupancy and shall provide a certificate of compliance with this chapter as well as an as-built drawing of the irrigation system to the Town and property owner prior to obtaining a certificate of occupancy. If the landscaping or irrigation system is installed by the property owner, the owner may act as certifying agent. The duty to maintain landscaping in accordance with this chapter shall be with the property owner.

**(B) Enforcement.**

**(1)**

The provisions of this chapter are enforceable as provided in section 10.99 of the Code.

**(2)**

It shall be the duty of all law enforcement officers to assist in making inspections when the Public Works Department or designated inspector requests such assistance.

The final public hearing was held on October 9, 2006 where the ordinance was passed and duly adopted by the Town Commission.

## Floodplain Management and related Ordinances

The Flood Control Ordinance Chapter 154, (Ordinance 2006-10, as amended 2006-33), provides a basis of review Town of Longboat Key's Building Department relative to development within Special Flood Hazard Zones was passed and amended in 2006. The revised verbiage includes adoption of the most current FEMA FIRM Panels by reference. The Amendments also provided clarification verbiage to better facilitate review and assure that structures receiving Building Permits are in compliance with the current FEMA/NFIP requirements including but not limited to elevation one foot above the required base flood elevation as identified on the FIRM maps.

The requirements of the Florida Building Code are adopted under Chapter 150.01.