



Environmental Health & Safety Policy & Procedure #22

TITLE **FLORIDA ATLANTIC UNIVERSITY STORMWATER MANAGEMENT PROGRAM**

OBJECTIVE AND PURPOSE The goal of the FAU Stormwater Management Program is to eliminate pollution resulting from stormwater discharges. FAU uses a variety of Best Management Practices (BMPs) to ensure that runoff from FAU property and construction sites as well as impervious areas such as paved streets, parking lots, and building rooftops do not adversely affect water quality.

This policy specifically prohibits illicit discharges to FAU's stormwater management system. Illicit discharges include, but are not limited to releasing chemicals, oils, gasoline, antifreeze, fertilizers, trash, debris, and construction sediments to the environment. Those responsible for illicit discharges may be cited under applicable laws and ordinances.

FAU encourages its community members to report pollution and to offer suggestions for improving its stormwater management plan.

RESPONSIBILITY **ACTION**

UNIVERSITY ARCHITECT & VICE PRESIDENT FOR FACILITIES

- ◆ Phase II MS4 Responsible Authority for the Florida Department of Environmental Protection's NPDES Stormwater Section.
- ◆ Provides administrative and financial support for the FAU Stormwater Management Program.
- ◆ Periodically authorize the update mapping of the stormwater drainage system.

ENVIRONMENTAL HEALTH AND SAFETY

- ◆ Overall responsibility for the FAU Stormwater Management Program (SMP), including:
 - Designated Phase II MS4 Stormwater Management Program Contact
 - Procure NPDES Phase II MS4 Permit
 - Submit Notice of Intent (NOI) to discharge to a Phase II MS4.
 - Develop and implement Best Management Practices (BMPs) and measurable goals.
 - Submit NPDES Permit Annual Reports – due February 28th of each even numbered reporting year, starting in 2016.
- ◆ Conduct (and track participation in) public education and outreach programs.
- ◆ Create and monitor avenues for public participation and involvement.
- ◆ Maintain and update FAU SMP web site and monitor web site traffic.
- ◆ Develop and conduct SMP training for University employees.
- ◆ Conduct annual audits of the SMP in January of each year.
- ◆ Schedule annual meeting to: review permit requirements, discuss roles and responsibilities of University stormwater personnel, discuss lessons learned, and plan for the year ahead.

Issued By: T. Bradley	Date Issued: 5/2008	Date Revised: 11/2013	Effective Date: 5/2008
APPROVED:	Vice President	Associate V.P.	Director

- ENVIRONMENTAL HEALTH AND SAFETY**
- ◆ Schedule other meetings as needed in order to implement BMPs or reach measurable goals within the time frames specified in the NOI and Annual Reports.
- ENGINEERING AND UTILITIES**
- ◆ Develop and implement policies and procedures to control stormwater runoff from University construction sites and monitor contractors for compliance with those policies and procedures.
 - ◆ Obtain and maintain records of Stormwater Pollution Prevention Plans submitted by contractors.
 - ◆ Participate in meetings with other department representatives in order to implement BMPs or reach measurable goals within the time frames specified in the NOI and Annual Reports.
 - ◆ Building Code Coordinator discusses SWPPP and EHS PP #22 with contractor during coordination meeting.
 - ◆ Update Stormwater maps as needed.
 - ◆ Develop an inventory of the University's owned and maintained MS4 system, including: linear feet of conveyance system (pipe and swales), number of inlets/catch basins, and number of retention areas and detention ponds.
- BUILDINGS & GROUNDS**
- ◆ Conduct illicit discharge screenings of the campus stormwater management system and report any suspicious conditions to EH&S for investigation.
 - ◆ Maintain campus grounds and stormwater system free of debris, litter, garbage, etc.
 - ◆ Conduct weekly service garage inspections and campus grounds tours.
 - ◆ Conduct monthly service yard inspections.
 - ◆ Ensure proper housekeeping is performed in grounds and fleet maintenance areas.
 - ◆ Ensure petroleum products and chemicals are stored properly, spills and leaks absorbed and containerized for collection by EH&S.
 - ◆ Maintain University vehicles, carts, and lawn equipment properly to avoid leaks.
 - ◆ Monitor vehicle and storage tank fueling operations to ensure spills and overfills are avoided.
 - ◆ Document and maintain records of illicit discharge prevention measures conducted (*i.e. Buildings & Grounds Policy & Procedures #6 and #7*).
 - ◆ Participate in meetings with other department representatives in order to implement BMPs or reach measurable goals within the time frames specified in the NOI and Annual Reports.
- MULTI-DEPARTMENTS (E&U, FP, UAVP)**
- ◆ At a minimum, monthly inspections will be conducted at all active construction sites campus using the FAU Stormwater Program Site Inspection Log (***Attachment "A"***). This will include verification that weekly site inspections of Stormwater Pollution Prevention Systems are being performed by contractors, verification that SWPPP is on site, and making observations regarding violations or potential problems.
 - ◆ Copies of all inspection forms are to be retained with the SWPPP in the project file for each construction site and copies shall be sent to EH&S when requested and at completion of project.
- REFERENCE**
- ◆ 62-624, Florida Administrative Code
 - ◆ Environmental Health & Safety Policy & Procedure #22
 - ◆ Engineering & Utilities Policy & Procedures #11
 - ◆ Buildings & Grounds Policy & Procedures # 6 and #7
 - ◆ NPDES Phase II MS4 Permit available at:
http://www.dep.state.fl.us/water/stormwater/npdes/MS4_5.htm.
- ATTACHMENTS**
- ◆ ***FAU Stormwater Program Site Inspection Long –Attachment "A"***

