

STORMWATER PERMITTING PROCEDURES
UNIVERSITY OF FLORIDA MAIN CAMPUS

1.0 OVERVIEW OF EXISTING PERMITS

On December 8, 1987, the St. Johns River Water Management District (District) issued two stormwater permits to the University of Florida. The first was a conceptual permit that established the framework within which subsequent permits would be issued. The second was a general construction permit that authorized specific (within limits) construction activities. The conceptual permit remains in effect (through December 8, 2007). The general construction permit was modified and subsequently renewed on November 8, 2000. This modified general construction permit specifies design and review criteria to be used on the UF main campus area and authorizes construction, within limits, through November 8, 2010

The initial permits were issued in response to the UF Physical Plant Division's application and were based upon the study, *Permit Application Report and Stormwater Management Master Plan (PARSMMP)*, August 1987 by CH2M Hill. The modified general construction permit renewal was issued in response to the UF Physical Plant Division's permit renewal application and was based upon the study, *University of Florida Stormwater Management Master Plan and Permit Application Report*, dated July 11, 2000, and supplemented with additional information on September 22, 2000, prepared by Causseaux & Ellington, Inc.

Details of the above-referenced permits are briefly summarized as follows:

A. **CONCEPTUAL PERMIT**

- District Permit No. 4-001-0040GC.
- Issued December 8, 1987 for 20 years.
- Provided conceptual approval of the Stormwater Management Master Plan for the main campus.
- No construction was authorized under this permit.
- Established certain other general conditions.

B. **CURRENT GENERAL (CONSTRUCTION) PERMIT**

- District Permit No. 4-001-15570-3 (initially issued as 4-001-0043 GM).
- Issued December 8, 1987 for 10 years. Modified February 9, 1993, due to the reduction of effluent discharge from the University's WWTP to Lake Alice. Current permit modified and **renewed November 8, 2000, for 10 years.**
- Provides construction approval within the Lake Alice Watershed and Depression Basins UF-1 through UF-3 and UF-5 through UF-9. (These areas are shown on the *UF Study Area and Watershed Boundaries* map and are further detailed on *University of Florida Drainage Maps in the Stormwater Management Master Plan and Permit Application Report*, dated July 11, 2000. Copies are available on request from the Physical Plant Division A/E Department.)
- Requires the University to obtain General or Individual Permits prior to construction of facilities located within Tumblin and Hogtown Creek basins; within Depression Basins

UF-11, UF-12, or UF-14; and within the 100-year flood plain. (These areas are shown on the *UF Study Area and Watershed Boundaries* map and are further detailed on *University of Florida Drainage Maps in the Stormwater Management Master Plan and Permit Application Report*. Copies are available on request from the Physical Plant Division A/E Department).

- Requires additional District review prior to construction within a 50-foot buffer located upland of delineated wetland limits and prohibits wetland disturbance (except by subsequent General or Individual permit authorization of permit modification).
- Requires the University to obtain a permit modification for construction activities that are inconsistent with this permit.
- Requires an annual report to the District in January of each year documenting the details of new construction within the permitted area.
- Requires submittal of as built plans certified by a Florida Registered Professional Engineer.
- Requires the University to continue the groundwater and surface water monitoring programs as established by the WWTP Operation Permit.
- Establishes certain other general conditions.

2.0 PERMITTING FRAMEWORK

Because many water management systems are designed and constructed in phases, a procedure was established by the District for review and approval of master development plans. The intent of this procedure was to assure that engineering concepts and design criteria, upon which current and future design decisions are based, are acceptable to the District. This "master plan" approach was chosen by the University during the initial stormwater planning and permitting process for the University of Florida Main Campus, and it resulted in the approval of the University's Conceptual Permit.

In conjunction with the Conceptual Permit, a permit that would grant construction approval was also sought. This second permit, a General (Construction) Permit, was also approved and has been modified and recently renewed (November 8, 2000). The recent permit modification and renewal was approved as the result of submittal of the *University of Florida Stormwater Management Master Plan and Permit Application Report*, which is included in the permit by reference.

The Drainage Maps, which are an attachment to and part of the University's Stormwater Permit, divides the campus into four main areas based on watershed divides. These four areas are comprised of; the Lake Alice watershed, several subbasins each within the Hogtown and Tumbler Creek watersheds, and a number of isolated depression basins. Basins and subbasins are identified on the Drainage Maps with lettered prefixes indicating which of the four areas the basin or subbasin are parts of. Subbasins in the Lake Alice watershed have an "LA-" prefix, Hogtown Creek subbasins have a "UF-H" prefix, Tumbler Creek subbasins have a "UF-T" prefix, and the depression basins have a "UF-" prefix.

The University's General (Construction) Permit, described in Section I above, gives approval for construction projects located in most areas of the University of Florida Main Campus. Permit Condition 26 identifies these areas as being the Lake Alice watershed (all subbasins) and depression basins designated as UF-1 through UF-3 and UF-5 through UF-9. These areas are generally referred to as being the "included" areas. For construction planned to occur within these areas, separate permitting **is usually not** required. It is generally required only that construction planned

for these areas comply with permit conditions, and that certain details about the completed construction be reported to the District each year.

The exception to the above occurs when construction is proposed within areas of the 100-year flood plain as identified on the Drainage Maps and within wetland areas and an associated 50-foot upland buffer adjacent to wetlands as identified on the Drainage Maps. For construction to occur within these areas, the following additional permit review/approvals must occur:

- **Construction within 100-year flood plain.** Demonstrate no adverse flood conveyance or flood plain impact and subsequently apply for a separate General or Individual permit or for a permit modification.
- **Construction within the 50-foot upland buffer located adjacent to wetlands.** Submit plans for District review and approval prior to construction. District will determine if the proposed construction will adversely impact adjacent wetlands and will advise if a separate General or Individual permit or permit modification is needed.
- **Construction within wetlands.** Wetland disturbance is not authorized by this permit. A separate General or Individual permit will be needed for wetland disturbance.

Separate permitting is required for campus projects located outside the areas included in the General (Construction) Permit. Permit Conditions 27, 28, and 29 requires this permitting to be either a general or individual permit. The District has previously issued general permits and may continue to issue such permits for future projects. District staff will determine which permit is required.

3.0 PROCEDURES FOR UF STORMWATER PERMITTING

Early on in the planning stage for any project making “significant” changes (plus or minus) to impervious surface area, the managing University agency (including Shands and the University Athletic Association) must notify PPD Architecture/Engineering of the project by requesting a determination of the stormwater permitting requirements. A site map depicting project location shall accompany this written request. New buildings or building additions, new parking lots or additions, paving of temporary parking lots, and similar types of construction are all considered “significant” in their effect on impervious surface areas. Upon receipt of the written request and accompanying site map, UF PPD Architecture/Engineering will determine whether the project is covered by the current general construction permit or if a separate permit is required. After these determinations are made, PPD A/E will inform the managing University agency, in writing, of the determination and then direct the managing University agency to either:

- Path A)** Obtain the necessary separate permit from the District prior to construction of the project,
or
Path B) Proceed with construction based on authorization granted by the University’s general construction permit

If the managing University agency is directed to follow **Path A)** above, the agency is required to perform the following:

- 1) Fill out the General Permit Application by naming the University of Florida as the Owner, the Director of the Physical Plant Division as the Applicant/Entity to receive the permit, and the University of Florida, Physical Plant Division as the proposed Operation/Maintenance entity.
- 2) After completely filling out the permit application and prior to submitting the application to the District the agency must submit the application to the Director of the Physical Plant Division for signature as the Applicant.

- 3) Provide original copy of the permit, and, copies of all pertinent information and correspondences, to PPD Architecture/Engineering.
- 4) Fill out and submit any required completion forms to the District, with a copy to PPD Architecture/Engineering.

If the managing University agency is directed to follow **Path B)** above, the agency is required to perform the following:

- 1) Provide copies of all pertinent information and correspondences to PPD Architecture/Engineering. Submit Construction Commencement Notice Form No. 40C-4.900(3) to the District 48 hours prior to commencement of construction (Condition 6). When construction duration will exceed one year, submit Annual Status Report Form No. 40C-4.900(4) during June of each year (Condition 7).
 - 2) Obtain copies of the conditions of the general construction permit and comply with the conditions of the permit during and following construction.
 - 3) Upon completion of the project, provide PPD Architecture/Engineering with calculations indicating for each basin, or subbasin, the amount of any previously existing impervious surface that was removed, the amount of new impervious surface that was added, and the net change to the previously existing impervious surface area.
- A. **100-YEAR FLOODPLAIN:** If the project is located within a 100-year flood plain, the applicant will need to follow Path A. In such cases, PPD A/E will request additional information from the managing University agency to determine flood conveyance and flood plain impacts. PPD A/E will advise the agency if proposed flood conveyance and flood plain impacts are acceptable and will subsequently authorize separate general or individual permit application (managing University agency shall follow the steps outlined in **Path A)**, above) for the proposed project (PPD A/E may require flood conveyance and flood plain impact mitigation before recommending approval). Upon separate permit application, the District may require further mitigation as a condition for permit approval.
- B. **WETLAND BUFFER:** If the project is located within the 50-foot upland buffer located adjacent to delineated wetlands, the applicant may follow either Path A or B depending on the District review. In such cases, PPD A/E will request additional information from the managing University agency to determine the extent of potential wetland impacts. Upon receipt of the requested additional information, UF PPD Architecture/Engineering will contact the District to determine whether the current general construction permit covers the project or if a separate permit is required. After these determinations are made, PPD A/E will inform the managing University agency, in writing, of the determination and then direct the managing University agency to proceed with either **Path A)** or **Path B)**, as described above.
- C. **WETLANDS:** Wetland disturbance is not authorized by the University's permits. If the project is located within a delineated wetland or impacts a wetland, the managing University agency will be directed to follow **Path A)**, above. **Please note that the University's buffer requirements are larger than the water management districts. The University requires an average vegetated buffer of 50 feet and a minimum of 35 feet.**

4.0 **INSPECTION AND REPORTING**

PPD Architecture/Engineering will conduct monthly visual inspections of permitted surface water management basins called for in Condition 21 (sinkholes) and will document these inspections on District Condition Compliance Form No. EN-33. Two copies of the completed forms will be submitted annually to the District by May 31. PPD Architecture/Engineering will notify the District of

any sinkhole development in the surface water management system within 48 hours of discovery and will complete sinkhole repair within 10 days of such discovery (Condition 22).

PPD Architecture/Engineering will submit operation and maintenance reports called for in Condition 23 to the District two years after the operation phase permit becomes effective and every two years thereafter on District Form EN-46. Such forms will be signed and sealed by a Florida Registered Professional Engineer.

PPD Architecture/Engineering will prepare and submit the annual report to the District as called for by Condition 26 of the modified General (Construction) Permit (4-001-15570-3). This report will be submitted to the District by January 31 of each year and will be for construction projects completed the preceding calendar year.

PPD will measure water levels in all monitoring wells on a quarterly basis. Such water level measurements will be submitted to the District within 30 days of collection (Condition 31).

PPD will submit groundwater and surface water monitoring data required by FDEP Permit No. FLA011322 to the District within 14 days of receipt from the laboratory (Condition 32).

5.0 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL PROGRAM

The Florida Department of Environmental Protection issued a NPDES Phase II MS4 Generic Permit for stormwater discharge to the University of Florida on September 9, 2003. To comply with this permit, the University's Construction Site Stormwater Runoff Control Program was established. This program is intended to ensure that the minimum control measures necessary to manage on-site erosion and sedimentation are identified and implemented for all construction activities on the University of Florida Campus. It is also intended that the program foster the elimination of all off-site impacts caused by stormwater runoff from University construction. Compliance with this program is required for all activities on the University of Florida campus.

For construction projects, compliance requirements shall be included in project documents. Contractors/Construction Managers shall be responsible for maintaining compliance on-site. The University will maintain an inspection program, administered by the Physical Plant Division, Architecture/ Engineering Department (PPD A/E), to monitor and ensure permit and program compliance. Inspectors will be provided by the Physical Plant Division, Operations Engineering Department (PPD OE) and the Environment Health and Safety Division (EH&S). The PPD OE-employed inspectors will be responsible for inspecting all University projects, except projects administered by PPD OE, which will be the responsibility of an EH&S-employed inspector. Non-compliant conditions shall be remedied immediately or the offending activity will be subject to University-induced work stoppages as appropriate. (Construction is defined in this document as any construction, renovation, or repair to University of Florida facilities and infrastructure.)

The construction site will fall into one of two categories:

- 1) One acre or larger of work zone. (one acre = 43,560 ft²)
- 2) Less than one acre of work zone.

Category one projects shall apply for a NPDES Construction Generic Permit from the Florida Department of Environmental Protection. Category two projects shall operate under the existing UF NPDES Permit. Both categories shall develop a "Sedimentation and Erosion Control Plan" and submit the plan and/or permit for review and approval prior to construction. Submit these documents to PPD Operations Engineering. An approved plan will be required before any dig permits are issued.

A permit application for a Florida Department of Environmental Protection NPDES Construction Generic Permit is available at this website:

http://www.dep.state.fl.us/water/stormwater/forms/cgp_noi.pdf

General Elements of a Sedimentation and Erosion Control Plan

This plan is a complete description of actions the contractor will perform to manage and contain erosion and sedimentation. If the approved plan is not working, the plan shall be amended and those changes documented using the inspection form. Regular inspections and documentation thereof are an integral part of making the plan work. An example of a construction inspection form is included, and those items in the form are the minimum to be checked off during inspections. The elements of a complete plan are as follows:

- 1) Narrative- a brief description of the overall strategy for erosion and sedimentation control.
- 2) Map or Site Plan - site contours, critical areas such as wetlands, existing vegetation, limits of clearing and grading, locations and names of erosion and sedimentation control measures with dimensions.
- 3) Construction details, specifications, notes and contact information for personnel on-site.
- 4) Construction Inspection Form (A sample form is included at the end of this appendix).

Construction Site Stormwater Runoff Control

The intent of control methods is to manage on-site erosion and eliminate any off-site erosion and sedimentation impacts. The project shall implement all measures necessary to manage on-site erosion and sedimentation and eliminate all off-site impacts.

Control methods may include:

- Control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.
- Adequate layers of silt fence properly imbedded around areas to be disturbed.
- Gravel entrance to site, approximately 50' long, width of the entrance, and 6" thick over filter fabric.
- Cover, seed or sod disturbed areas exposed to stormwater.
- Check dam to control water velocity.
- Curb and gutter sediment barrier for inlet protection of storm drain structures.
- Temporary structures such as dikes and drains before permanent ones are built.
- Dust control.
- Temporary sedimentation basins to treat stormwater and dewatering pump outflow.

All methods used shall be properly maintained and inspected on a regular basis.

Reference:

The Florida Stormwater, Erosion and Sedimentation Control Inspectors Manual FDEP and FDOT.

University of Florida Physical Plant Division
Construction Inspection Form
Stormwater Pollution Prevention Program

Project Name _____
Contractor _____
Construction Manager _____
Date of Inspection _____
PPD Inspector _____

Inspect the items below and place a check (√) if it is satisfactory and an X if there is a problem. Provide comments specifically on deficiencies. Deficiencies must be corrected within 24 hours.

- _____ Silt Fence, Tree Barricades, Perimeter Fence, etc.
- _____ Construction Entrance
- _____ Litter Control
- _____ Basins and Swales
- _____ Storm Drain Structures
- _____ Storm Drain Piping
- _____ Material Storage Area
- _____ Dust Control
- _____ Buffer and Natural Areas
- _____ Landscaping, Sod and Seed
- _____ Onsite and Adjacent Wetlands and Waterbodies
- _____
- _____
- _____

Comments _____

END OF SECTION