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**Jordan Lake Nutrient Management Strategy**

**Annual Report Form**

**for Existing Development Stormwater Rule, Stage One**

**15A NCAC 2B .0266 Item (3)**

When completed, please email this form & associated information to the DWR staff contact listed at the Jordan nutrient strategy link here: <https://deq.nc.gov/about/divisions/water-resources/water-planning/nonpoint-source-planning>

**\*NOTE: NPDES Stormwater Phase II Communities are only required to complete Section 1 & Section 5 of this form.**

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| **SECTION 1: CONTACT INFORMATION** | |
| Local Government Name: |  |
| Is it located in a Water Supply Watershed? |  |
| Is it a Phase II Community? (**NOTE: Phase II Communities are only required to complete Section I & Section VI of this form.)** |  |
| If Yes, NPDES Permit #? |  |
| Does a third party such as a consulting firm, partner local government, or other group satisfy any of your program obligations? (YES or NO) |  |
| Name of third party |  |
| Third party contact person |  |
| Address |  |
| City, State, Zip |  |
| Telephone |  |
| Email |  |
| Element(s) implemented by third party: |  |
| Are legal agreements in place to establish these responsibilities? |  |
| Local government contact responsible for day-to-day oversight of your local government's stage one adaptive management program for existing development. |  |
| Contact Person |  |
| Address |  |
| City, State, Zip |  |
| Telephone |  |
| Email |  |

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| **OVERVIEW OF STAGE ONE ANNUAL REPORT REQUIREMENTS** |
| **Excerpted from Rule 15A NCAC 2B .0266 Item (3):**  Local governments shall report annually to the Division on implementation progress on the following Stage 1 program elements:  (a) Public education to inform the public of the impacts of nutrient loading and measures that can be implemented to reduce nutrient loading from stormwater runoff from existing development.  (b) Mapping that includes major components of the municipal separate storm sewer system, including the location of major outfalls, as defined in 40 CFR §122.26(b)(5) (July 1, 2008) and the names and location of all waters of the United States that receive discharges from those outfalls, land use types, and location of sanitary sewers.  (c) Identification and remove illegal discharges.  (d) Identification of opportunities for retrofits and other projects to reduce nutrient loading from existing developed lands.  (e) Maintenance of best management practices implemented by the local government. |
| **NOTE for NPDES Stormwater Phase I or II Programs**  The Department will accept implementation of other stormwater program(s) in meeting all but one of the Stage One program requirements. Measures 1-3 are already required by NPDES Phase II stormwater permits. Therefore, Phase II communities are only required to complete Section I and Section V of this form, which is a report on the identification of retrofit opportunities and other load-reducing measures from existing development. |

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| **SECTION 2: PUBLIC EDUCATION PROGRAM**  Objectives:   1. Distribute educational materials to the community 2. Conduct public outreach activities. 3. Raise public awareness on causes and impacts of stormwater runoff. 4. Inform public on steps they can take to reduce stormwater runoff pollution. 5. Provide opportunities for public participation in program development and implementation. | |
| **Activities Implemented** | *Please provide information below for all activities that apply per your approved program.* |
| Develop Public Education Program: List components of program. |  |
| Educational Website: Provide weblink. |  |
| Development of  Educational Materials: Describe materials developed or produced. |  |
| Distribution of  Educational Materials: Provide number of items distributed and to whom. |  |
| Media Campaign: Provide details of radio or TV spots aired. |  |
| K-12 Outreach: List activities that targeted this audience, providing date, materials distributed, and number attending. |  |
| Public Meetings and/or Events: Provide dates, number attending, target  audience and topics  presented. |  |
| Community Volunteer Program: Provide details of local water quality volunteer programs and/or events. |  |
| Establish Citizens' Group: Provide date established, name of group and focus of work. |  |
| Annual Outreach  Program Coordination Meeting: List date and group(s) represented at meeting. |  |

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| **SECTION 3: ILLICIT DISCHARGE DETECTION & ELIMINATION PROGRAM**  Objectives:   1. Develop and implement program to detect and eliminate illicit discharges. 2. Detect and eliminate illicit discharges. 3. Address significant contributors of pollutants. 4. Inform municipal employees, businesses and public of hazards associated with illegal discharges and improper waste disposal | |
| **Activities Implemented** | Please provide information in the following cells for all IDDE activities that are part of your approved program. |
| Municipal employee  training on illicit discharges. |  |
| Public and business sector education. |  |
| Number & Type of Discharges Detected |  |
| Number & Type of Discharges Remedied |  |
| Number Under Enforcement |  |

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| **SECTION 4: BEST MANAGEMENT PRACTICES MAINTENANCE PROGRAM**  **For assistance in completing this section, refer to the NC DEMLR Stormwater Design Manual:** [**https://deq.nc.gov/about/divisions/energy-mineral-and-land-resources/stormwater/stormwater-program/stormwater-design**](https://deq.nc.gov/about/divisions/energy-mineral-and-land-resources/stormwater/stormwater-program/stormwater-design)  Objectives:   1. Prevent or reduce stormwater pollution. 2. Provide mechanism to require long-term operation and maintenance of BMPs. 3. Ensure controls are in place to minimize water quality impacts 4. Evaluate operation and maintenance management agreements. 5. Allow local government to enter property for inspection purposes. 6. Allow local government to be reimbursed for operation and maintenance they are required to perform. | |
| Number and type of new BMPs installed this year |  |
| Total number of BMPs installed |  |
| Number (and %) inspected this year. (Some communities inspect them with their own staff, others hire consultants to do this.) |  |
| Number and % of inspected BMPs Reviewed by local government this year. (When inspected by local government, the number is same as above and 100%, when it is outsourced, this number is the Number and percent of those outsourced that is reviewed by staff.) |  |

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| **SECTION 5: OPPORTUNITIES FOR RETROFITS TO REDUCE NUTRIENT LOADING**  Guidance:  Each local government program includes a process to identify and prioritize locations for retrofit projects. Retrofit opportunities are considered acceptable if the following site conditions have been confirmed:   1. The proposed retrofit clearly has the potential to reduce nitrogen or phosphorus loading to the receiving water. 2. There is adequate space and access for the retrofit. 3. It is technically practical to install a retrofit at the location.   Minimum recommended pace of retrofit identification is provided below based on population numbers provided in approved programs or more recent population information.  **Note:** **Retrofits only have to be identified at this time. Funding processes and construction are not required under Stage 1.** | |
| **Recommended # Opportunities based on Jurisdiction’s Population in Watershed** | **(place an X in the applicable box below)** |
| Less than 15,000 = 1 project every 3 Years |  |
| 15,000 - 30,000 = 2 projects every 3 Years |  |
| Over 30,000 = 1 project every Year |  |
| How many retrofit opportunities are you reporting this year? If you answer zero, please explain why, for example, “0. We reported 2 projects last year.” |  |
| **Project 1** | Please provide the following information for each required retrofit. |
| **Name of retrofit (can be building/ street/ site - anything to keep track)** |  |
| What is the physical address of the site? |  |
| What are the site’s coordinates? (decimal degrees): |  |
| *Include a map of the project site and drainage area overlaid on a USGS topographic quadrangle or aerial photograph or GIS etc* |  |
| Type of retrofit? |  |
| Has the property owner been contacted? |  |
| Is the property owner supportive of potential project? |  |
| Approximately how much land is available for retrofit? (sq. ft) |  |
| What is site’s relative accessibility? |  |
| What is the site’s drainage area? (acres) |  |
| What is the land cover in drainage area (% Of Each Type) |  |
| What is approximate annual nitrogen & phosphorus loading from  drainage area? (lbs/acre/year) |  |
| What is the potential nitrogen reduction? (lbs/ac/yr) |  |
| What is the potential phosphorus reduction? (lbs/ac/yr) |  |
| What is the estimated cost of retrofit? |  |
| What is the name of the site’s receiving water? |  |
| Please provide any additional information about retrofit you wish to provide here: |  |
| **Project 2** | Please provide the following information for each retrofit. |
| **Name of retrofit (can be building/ street/ site - anything to keep track)** |  |
| What is the physical address of the site? |  |
| What are the site’s coordinates? (decimal degrees): |  |
| *Include a map of the project site and drainage area overlaid on a USGS topographic quadrangle or aerial photograph or GIS etc* |  |
| Type of retrofit? |  |
| Has the property owner been contacted? |  |
| Is the property owner supportive of potential project? |  |
| Approximately how much land is available for retrofit? (sq. ft) |  |
| What is site’s relative accessibility? |  |
| What is the site’s drainage area? (acres) |  |
| What is the land cover in drainage area (% Of Each Type) |  |
| What is approximate annual nitrogen & phosphorus loading from  drainage area? (lbs/acre/year) |  |
| What is the potential nitrogen reduction? (lbs/ac/yr) |  |
| What is the potential phosphorus reduction? (lbs/ac/yr) |  |
| What is the estimated cost of retrofit? |  |
| What is the name of the site’s receiving water? |  |
| Please provide any additional information about retrofit you wish to provide here: |  |
| **Project 3** | Please provide the following information for each retrofit. |
| **Name of retrofit (can be building/ street/ site - anything to keep track)** |  |
| What is the physical address of the site? |  |
| What are the site’s coordinates? (decimal degrees): |  |
| *Include a map of the project site and drainage area overlaid on a USGS topographic quadrangle or aerial photograph or GIS etc* |  |
| Type of retrofit? |  |
| Has the property owner been contacted? |  |
| Is the property owner supportive of potential project? |  |
| Approximately how much land is available for retrofit? (sq. ft) |  |
| What is site’s relative accessibility? |  |
| What is the site’s drainage area? (acres) |  |
| What is the land cover in drainage area (% Of Each Type) |  |
| What is approximate annual nitrogen & phosphorus loading from drainage area? (lbs/acre/year) |  |
| What is the potential nitrogen reduction? (lbs/ac/yr) |  |
| What is the potential phosphorus reduction? (lbs/ac/yr) |  |
| What is the estimated cost of retrofit? |  |
| What is the name of the site’s receiving water? |  |
| Please provide any additional information about retrofit you wish to provide here: |  |