

SOP SECTION 10
Proactive and Reactive Inspection Programs

This permit element requires a written **reactive investigation program** for suspected illicit discharges that are reported by others.

Reactive Inspection Program (Written Procedures):

Anytime a complaint is received by Town, Town personnel contacted shall take pertinent information regarding location, source, type of discharge to MS4, and shall initiate a site inspection through Town Administration.

Proactive Inspection Program (Written Procedure): Anytime an inspector is in the field observing other inspection items, the inspector shall identify potential sources of illicit discharges at commercial and industrial sites and take pertinent information regarding location, source, type of discharge to MS4, and shall initiate a site inspection through Town Administration.

Procedure for tracing source of discovered illicit discharge:

If needed, laboratory testing will follow visual observation if observation cannot specifically identify source and discharge.

Procedure for eliminating the discharge:

Town shall notify business through Code Enforcement procedures and will be given direction for elimination of problem along with timing and information regarding fines.

Procedure for documenting the inspections and enforcement activities

See form at end of this section

Procedures for enforcement actions (or referrals to appropriate jurisdictional authority):

Enforcement actions shall be taken in accordance with Town Code Enforcement procedures. Should an outside Agency or CO-permittee be involved, written notification shall be forwarded to applicable agency and Town will follow up with Agency and obtain for Town files any report and documentation outside Agency develops.

Identification of staff /department/outside entity responsible for inspections and for enforcement:

All complaints shall be brought to Town Administration, which will determine and assign responsibility for inspection actions and enforcement procedures. Administration shall be contact and coordinator if any outside Agencies are involved.

Description of resources allocated to implement this permit element:

Town budget. The cost of problem resolution shall be the Owner of the site producing the contamination. Cost recovery shall be subject to applicable laws and statutes and if needed, Town shall pursue cost recovery through the Court system if needed.

Proactive and Reactive Investigation of Reported Illicit Discharge/Illegal Connection/Illegal Dumping
Mangonia Park Administration
FORM PRI-TA (2011)

Town Personnel Receiving Complaint or Initiating Insp.: _____

Date: _____

Site Location (Address) and
Business _____

Date suspected illicit was reported or observed: _ _____

Date of investigation: _____

MS4 Receiving system: _____

If not within MS4, date and to whom referral made (reactive):

Verification of problem:

Type of discharge/connection/dumping: _____

Determined Source: _____

Type of enforcement action taken: _____

Date to verify elimination: _____

Party Responsible for Cost of Cleanup: _____

Notes/Commentary on Resolution:

