

Attachment No. 3
City of South Bay
Proactive Inspection Program

1. Procedure and Criteria for identifying priority areas/facilities

According to the MS4 NPDES permit, priority areas for inspection should include:

- Areas with older infrastructure
- Industrial, commercial, or mixed use areas
- Areas with history of past illicit discharges and/or illegal dumping
- Areas with on-site sewage disposal systems
- Areas upstream of sensitive or impaired water bodies

To the extent of our MS4 contributing area; areas zoned as commercial; areas with on-site septic systems; and, currently identified impaired water body segments. “Older infrastructure” is not indicative of an increased potential to contain incidences of illicit discharges/connections/dumping.

2. List of identified priority areas

The following areas are the priority proactive inspection areas/facilities of commercial business:

- Adjacent to U. S. Highway 27
- Adjacent to West Palm Beach Road

3. Annual schedule for inspections

All areas/facilities will be inspected at least once within the current permit term. If a facility or area is discovered to have illicit discharges/connections/dumping, it will be placed on the schedule for re-inspection the following year.

4. Procedure for conducting site inspections (include checking for MSGP)

Priority Area inspections: For general areas that have been designated to have a reasonable potential of containing illicit discharges/connections/dumping, a drive-around procedure is followed. The trained inspector(s) patrols the prioritized area searching for indications of illicit discharges/connections/dumping. If any are identified, the inspector either stops to do a Facility Inspection, a reactive investigation, or completes a work order form for the appropriate personnel to complete the investigation.

5. Procedure for tracing source of discovered illicit discharge

- The inspector will look to see if there is a connection to the drainage inlet structure. If a foreign substance is observed they will try to identify which type of activity may use the material seen.
- Businesses or facilities that use the substance found will be inspected for signs of dumping or possible spill.

6. Procedure for eliminating the discharge

- The business will be informed that they have an illegal connection.
- The business will be given thirty (30) days to correct the problem, or provide a plan for taking corrective action.
- The business will be re-inspected at the end of the thirty days or be given additional time to correct the problem if a plan has been provided.
- Final inspection will be done to verify that corrective action has been done if the business does not take corrective action the City has the right to make corrections and charge the business for all costs.

7. Procedure for documenting the inspections and enforcement activities

The MSGP coverage research and reporting is documented by the copies of the lists generated during each step (list of facilities within MS4 that are commercial/industrial), list of facilities in the City with MSGP coverage, list of facilities that appear to need MSGP coverage but appear not to have it). These lists will be maintained with other back-up documentation to support the annual permit activities conducted by the City. The list of facilities that appear to need MSGP coverage will be sent to FDEP for follow-up.

The attached inspection form is used for pro-active inspections and the subsequent follow-up.

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

- Notification to business that they are in violation of City Codes.
- Contact City Code enforcement to take actions necessary
- Violation notice sent.
- If the violation has not been resolved they are fined.
- Business may have to cease operation if they refuse to take corrective action.

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

- Stormwater
- Code Enforcement

10. Description of resources allocated to implement this permit element

- Public Works Personnel
- Code Enforcement Personnel

City of South Bay

Proactive Illicit Discharge/Illegal Connection Inspection Form

(Use as many sheets as necessary)

Date of Inspection: _____ Inspector Name: _____

New Inspection

Follow-up Inspection

Description of inspection area: _____

Identification of MS4 component that could receive discharge from this site/area: _____

Findings:

Evidence of illicit connections to storm sewer? Yes___ No___

Evidence of dumping/spills to storm sewer? Yes___ No___

Evidence of wash water going to storm sewer? Yes___ No___

Storage tanks leaking or improperly contained? Yes___ No___

Stockpiles/debris piles uncontained? Yes___ No___

If "yes," to any above, describe:

Type of Enforcement Action Taken: _____

Date to verify correction: _____