

Appendix G1: Industrial and Commercial Inspection Report



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INDUSTRIAL / COMMERCIAL INSPECTION REPORT

As part of its responsibilities under the Federal Clean Water Act, the City Department of Environmental Services is making inspections of industrial / commercial properties which may have discharges to the City storm drain system. If you have any questions, please contact the investigator whose name appears at bottom.

Official use only	
TMK: _____	SIC Code: _____

Date: _____ State-Receiving Water: _____

Site address (industrial area): _____

Name of firm: _____

Storm Water Contact Person (title): _____ Phone No: _____

Description of Business: _____

SIC Code Description: _____

Does facility need NGPC, NPDES or No-exposure certification (based on Standard Industrial Classification – SIC code) Yes No

If facility has Notice of General Permit Coverage (NGPC) or any applicable NPDES Permit Coverage:

Permit Number: _____ Issue Date: _____

Storm Water Pollution Control Plan and Notice of Intent located at site: Yes No

Drain Connection to the City MS4: Yes No Drain Connection License: # _____

Storm Water from Facility goes to: Street: Yes No Drainage Ditch: Yes No Other: _____

DEFICIENCIES FOUND AT FACILITY: YES NO **CORRECT BY:** _____

Illicit Discharge to City's storm drain system:
 Discharge Oil Grease Wash water Soil / Sediment Other _____
 Location of discharge _____

Unlicensed private storm drain connection to the City's storm drain system. Contact the Department of Planning and Permitting at 768-8106 to obtain license. You must obtain license within 90 days.
 Location of drainage connection: _____

NPDES Permit or No Exposure Certification Required. Contact the State Department of Health Clean Water Branch at 586-4309 to obtain permit or certification.
 GPS Coordinates of discharge Point: Lat: _____ Long: _____

Other _____

Directives / Recommendations: _____

NOTIFY THE STORM WATER QUALITY BRANCH INVESTIGATOR WHEN CORRECTIVE ACTION IS COMPLETED

 Signature / Printed Name of Investigator

 Phone

Site Visit:

1. Does the facility store chemical(s) that may enter the MS4 (oil – motor or cooking, hydraulic fluid, paint, etc.) Yes No

Where are the chemicals located (storage cabinet, flammable container)? _____

What types of chemicals are stored? _____

For facilities with chemicals are there Material Safety Data Sheets (MSDS) onsite? Yes No

Are MSDS sheets located near chemicals? Yes No

-Note MSDS sheets provide information on:

- Accidental Release measures (Environmental precautions and methods for cleaning up)
- Good housekeeping practices on handling and storage.

Are the containers labeled? Yes No _____

How are the chemicals disposed of? _____

Best Management Practices (BMP's): _____

- Spill Kits
- Secondary containment
- Oil Recycling Practice
- Employee Training
- Other: _____

2. Does facility have Permanent BMP's: Yes No

Type:

- Oil / Water Separator
- Hydrodynamic Separator
- Vegetative Swale
- Other: _____

Maintenance: _____

3. Are there automotive batteries on site? Yes No

Are batteries stored with overhead cover or secondary containment? Yes No

4. Does facility maintain or wash vehicles Yes No Water goes to: _____

5. Dumpsters used by Facility: Yes No

- Is the refuse dumpster communal Yes No
- Are dumpsters covered? Yes No
- Condition of dumpster or disposal area: Good Fair Poor

6. Overall Housekeeping Practices (includes failure to properly contain possible contaminants, cleaning of spills and leaks, trash pickup, condition of gutters, conditions of catch basins, etc.):

Facility Conditions: Good Fair Poor _____

Outside Conditions: Good Fair Poor _____

7. Informational sheet(s) given to manager or point of contact Yes No

Notes: _____
