

Stormwater Runoff Control Inspection Checklist

Instructions: As required by the Colorado MS4 permit, conduct an inspection of applicable municipal facilities (vehicle maintenance, outdoor storage yards, asphalt and concrete batch plants, and solid waste transfer stations) **annually and save the inspection record**. All "no" answers require further explanation in the comments column. The "comments" column should either provide the action needed to be taken, or an explanation of why the answer is no.

Facility: _____

Conducted By: _____

Address: _____

Date: ___/___/___

City: _____

Phone: (____) _____

Municipal Yards	Yes	No	Comments
1. Outdoor Storage: <ul style="list-style-type: none"> • Do >55-gallon drums, bulk storage tanks (i.e. gas/diesel), or other containers that are stored outside have adequate secondary containment and cover? • Are outside storage areas controlled, covered, and contained? (i.e. batteries, chemicals, stockpiles) • If there water or liquid in the secondary containment structures, is it being managed appropriately? 	<input type="checkbox"/>	<input type="checkbox"/>	<i>Any bulk liquid storage > 55 gallons must have secondary containment or equivalent by July 1, 2020. Batteries should be stored inside or under cover. Stockpiles should be contained in barriers and/or covered. Sweeper/Vac truck waste should be stored so it does not runoff; either in a contained/bermed area that drains to sanitary sewer and/or in a dumpster for transport and disposal.</i>
2. Shop: <ul style="list-style-type: none"> • Is vehicle/equipment maintenance or repair work performed inside? • Are there spill kits located in the shop? 	<input type="checkbox"/>	<input type="checkbox"/>	<i>No maintenance or repair work should be performed outside (fleets may perform outside emergency repairs and maintenance activities that do not involve fluids).</i>
3. Wash Area: <ul style="list-style-type: none"> • Are vehicles are washed in a designated washing area that is plumbed to sanitary sewer? • Are mowers/tractors washed in a designated washing area? 	<input type="checkbox"/>	<input type="checkbox"/>	<i>Mowers and tractors (only) can be washed over a grassy area if only water is used (no soap). Where are they washed? _____</i>
4. Fueling Island: <ul style="list-style-type: none"> • Is there a spill kit with absorbents available? • Is the area free of spills? 	<input type="checkbox"/>	<input type="checkbox"/>	<i>All dirty absorbent should be swept up daily.</i>
5. Salt/Sand/Liquid Deicer Storage: <ul style="list-style-type: none"> • Is the liquid magnesium chloride tank within a secondary containment structure? • Is the sand/salt mix or Ice Slicer covered and contained? • Is the surrounding area free of excess material and stains? 	<input type="checkbox"/>	<input type="checkbox"/>	<i>Any bulk liquid storage must have secondary containment or equivalent by July 1, 2020.</i>
6. Wastewater Management: <ul style="list-style-type: none"> • Is <i>Vector</i> truck decant water disposed of in sanitary sewer? • Is the rinse water from fertilizer and pesticide sprayers being disposed of appropriately? 	<input type="checkbox"/>	<input type="checkbox"/>	

Stormwater BMPs/Good Housekeeping	Yes	No	Comments
1. Are surfaces (parking lots, fueling area) free of spills, debris and trash?	<input type="checkbox"/>	<input type="checkbox"/>	
2. If pressure washing takes place is the water being diverted to landscaping or if soaps are used being used, is the wastewater being collected and sent to sanitary?	<input type="checkbox"/>	<input type="checkbox"/>	<i>No wastewater may reach storm drains.</i>
3. Building Maintenance: Are sprinkler system, HVAC, AC, cooling tower, and/or boiler blow down discharges drained to sanitary sewer or to landscaped areas?	<input type="checkbox"/>	<input type="checkbox"/>	<i>No wastewater may reach storm drains.</i>
4. Are stormwater BMPs (inlets, catch basins, culverts, and detention basins) free of debris and cleaned regularly?	<input type="checkbox"/>	<input type="checkbox"/>	
5. Where is stormwater discharged off-site? Are these areas free from obvious pollutants and trash?	<input type="checkbox"/>	<input type="checkbox"/>	<i>Note these areas on the facility map as well as direction of flow.</i>
6. Are fertilizers being used and, if so, are they managed to limit exposure to stormwater?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the dumpster area free from leaks and stains?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Are dumpsters covered?	<input type="checkbox"/>	<input type="checkbox"/>	
Training/Reporting			
1. Has applicable staff been trained in stormwater pollution detection and prevention?	<input type="checkbox"/>	<input type="checkbox"/>	<i>Report to Stormwater Coordinator, if necessary.</i>
2. Have you been trained to perform annual inspections?	<input type="checkbox"/>	<input type="checkbox"/>	<i>Report to Stormwater Coordinator, if necessary.</i>
3. Are stormwater discharges reported to your municipality's Stormwater Coordinator? What is their name/phone number? _____	<input type="checkbox"/>	<input type="checkbox"/>	
4. All stormwater, non-stormwater, and water quality concerns have been either noted or addressed?	<input type="checkbox"/>	<input type="checkbox"/>	
Paperwork/Site Plan Map			
1. The facility site map is up-to-date with current pollutant sources and controls noted on the map?	<input type="checkbox"/>	<input type="checkbox"/>	<i>Report to Stormwater Coordinator, if necessary.</i>
2. This inspection report has been filed to meet the recordkeeping requirement of the MS4 permit?	<input type="checkbox"/>	<input type="checkbox"/>	<i>Report to Stormwater Coordinator, if necessary.</i>
3. Are SOPs reviewed and are they still accurate for current operations? Where are they stored?	<input type="checkbox"/>	<input type="checkbox"/>	<i>Report to Stormwater Coordinator, if necessary.</i> <i>SOP File Location: _____</i>

I certify that the above information is accurate and reflects current conditions.

Signature: _____

Date: _____

Printed Name: _____

Supervisor's Signature: _____

Printed Name: _____

(Attach Facility Site Map to this document)