



The Town of Indian River Shores

Post-Construction Stormwater Management Inspections Standard Operating Procedures (5a-b)

Purpose

To establish procedures for conducting post-construction stormwater management system inspections, in compliance with 5a-b.

Responsible Department

Inspections will be conducted by trained personnel from the Town's Public Works Department or designated environmental officers.

Inspection Standards

What to Inspect

- Structural BMPs (e.g., retention/detention basins, infiltration systems)
- Non-structural BMPs (e.g., vegetation, landscaping)
- Conveyance systems (e.g., pipes, ditches)
- Outfalls and discharge points

Frequency of Inspections

- Inspections should be conducted bi-annually (twice a year) to ensure ongoing compliance and maintenance of stormwater systems.
- Additional inspections may be required after significant rainfall events (greater than one inch), public complaints, or identification of non-compliance issues.

Inspection Procedures

- Inspect all aspects of the stormwater management system for proper function and condition.
- Document all findings on the inspection form, including any deficiencies, maintenance needs, or compliance issues.

Follow-Up Activities

- Conduct follow-up inspections to verify that corrective actions have been implemented and issues have been resolved.
- Record follow-up activities and results in the inspection form for accountability and future reference.

Enforcement Procedures

If non-compliance is identified, the following enforcement actions may be taken:

- Issuance of a Notice of Violation (NOV) detailing the specific issues and required corrective actions.
- Implementation of a Stop Work Order (SWO) if significant violations are identified, halting all work until compliance is achieved.
- Fines or penalties as stipulated by local ordinances and regulations.
- Additional training requirements for site personnel to prevent recurrence of the issues.

- The enforcement actions will be documented in the inspection form and tracked to ensure resolution.

Documentation

- Use a standardized inspection form that includes sections for site details, inspection date and time, inspector's name, inspection findings, compliance status, and any corrective actions required.
- Completed inspection forms will be logged and tracked through the Town's record-keeping system, which includes notes on inspection findings and follow-up activities.



The Town of Indian River Shores

Post-Construction Stormwater Management Inspection Form

Inspection Details:

- Site Name: _____
- Location: _____
- Date of Inspection: _____
- Time of Inspection: _____
- Inspector's Name: _____
- Weather Conditions: _____

Inspection Checklist:

Inspections will be conducted by trained personnel from the Town's Public Works Department or designated environmental officers.

Inspection Standards

Structural BMPs

1. Retention/Detention Basins:

- ☐ Proper function
- ☐ Clean and free of debris
- o Comments: _____

2. Infiltration Systems:

- ☐ Proper infiltration
- ☐ Free of blockages
- o Comments: _____

Non-Structural BMPs

3. Vegetation/Landscaping:

- ☐ Healthy and Maintained
- ☐ Adequate coverage
- o Comments: _____

Conveyance Systems

4. Pipes/Ditches:

- ☐ Clear and Functioning
- ☐ No signs of erosion
- o Comments: _____

Outfalls and Discharge Points

5. Proper discharge without pollution:

- ☐ Yes
- ☐ No

o Comments: _____

Overall Site Condition

- ☐ Compliant
- ☐ Non-Compliant

o Comments: _____

Non-Compliant Items and Corrective Actions:

1. _____
2. _____
3. _____
4. _____

Follow-Up Inspection Required:

- ☐ Compliant
- ☐ Non-Compliant

Enforcement Actions:

- ☐ Notice of Violation (NOV) Issued
- ☐ Stop Work Order (SWO) Issued
- ☐ Fines/Penalties Assessed
- ☐ Additional Training Required
- ☐ N/A

Inspector's Signature: _____

Date: _____

Reviewed By: _____

Date: _____