

SANTA BARBARA COUNTY PROJECT CLEAN WATER
BUSINESS INSPECTION FORM

AGENCY INSPECTOR: _____ INSPECTION DATE: _____ TIME OF ARRIVAL: _____

INSPECTION ID#: _____ DEPARTURE DATE: _____ TIME OF DEPARTURE: _____
(ID Type/Number)

FACILITY NAME: _____ PH #: _____

LOCATION: _____

RECEIVING STREAM (BASIN/SUBSEGMENT): _____

MAILING ADDRESS: _____
(Street/P.O. Box) (City) (State) (ZIP)

FACILITY REPRESENTATIVE: _____ TITLE: _____

FACILITY REPRESENTATIVE PHONE NUMBER: _____

NAME, TITLE, ADDRESS and TELEPHONE of RESPONSIBLE OFFICIAL (if different from above): _____

INSPECTION TYPE: _____ ROUTINE _____ COMPLAINT _____ FOLLOW-UP _____

INSPECTOR'S OBSERVATIONS: (e.g. AREAS AND EQUIPMENT INSPECTED, PROBLEMS, DEFICIENCIES, REMARKS, VERBAL COMMITMENTS FROM FACILITY REPRESENTATIVES)

AREAS OF CONCERN:		
REGULATION	EXPLANATION	CORRECTED?
_____	_____	YES NO
_____	_____	YES NO
_____	_____	YES NO

PHOTOS TAKEN: YES NO SAMPLES TAKEN: YES NO (Attach Chain-of-custody)

RECEIVED BY: SIGNATURE: _____

PRINT NAME: _____
(NOTE: SIGNATURE DOES NOT NECESSARILY INDICATE AGREEMENT WITH INSPECTOR'S NOTES)

INSPECTOR(S): _____

CROSS REFERENCE: _____

ATTACHMENTS: _____

REVIEWER: _____

NOTE: The Information contained on this form reflects only the preliminary observations of the inspector(s). It should not be interpreted as a final determination by the County of Santa Barbara or any of its officers or personnel as to any matter, including, but not limited to, a determination of compliance or lack thereof by the facility operator with any requirements of statutes regulations or permits. Each day of non-compliance constitutes a separate violation of the regulations and/or the County of Santa Barbara stormwater ordinance.

**COUNTY OF SANTA BARBARA PROJECT CLEAN WATER
BUSINESS INSPECTION FORM AREAS OF CONCERN (cont'd)**

INSPECTOR: _____ INSPECTION ID#: _____ INSPECTION DATE: _____

FACILITY NAME: _____

AREAS OF CONCERN:

REGULATION	EXPLANATION	CORRECTED?	
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO
_____	_____	YES	NO

INITIALS OF RECEIPT _____

NOTE: The Information contained on this form reflects only the preliminary observations of the inspector(s). It should not be interpreted as a final determination by the County of Santa Barbara PCW or any of its officers or personnel as to any matter, including, but not limited to, a determination of compliance or lack thereof by the facility operator with any requirements of statutes regulations or permits. Each day of non-compliance constitutes a separate violation of the regulations and/or the Santa Barbara County stormwater ordinance.

NPDES Business Inspection Checklist

Date of Inspection	
Facility Name	
Facility Address	
Facility Contact Person	
Facility Telephone	
Inspector's Name	

HOUSEKEEPING	YES	NO	OTHER
<i>Equipment Cleaning</i>			
<u>Indoor Cleaning:</u> Is equipment cleaned in a designated area, such as a mop sink, pot sink, or floor area with a drain connected to the sanitary sewer?			
<u>Outdoor Cleaning:</u> Is equipment cleaned in a designated covered, bermed area with a drain connected to the sanitary sewer?			
Is equipment cleaned outdoors in any area where water may flow to a street, gutter, storm drain, or creek?			
Are floor mats used that are small enough to be cleaned inside in a mop sink or near a floor drain?			
Are floor mats that are too big to clean indoors, taken to a self-service car wash to clean?			
<i>Material Storage and Handling</i>			
Is oil, grease, sauce, salad dressings, or waste grease prevented from being poured down a storm drain, or into a dumpster?			
Is waste grease from grease interceptors and traps being properly disposed of by a responsible disposal firm (such as one listed under "Grease Traps" and "Septic tanks" in the yellow pages)?			
SPILL CLEANUP AND SURFACE CLEANING	YES	NO	OTHER
<i>Spill Prevention</i>			
Is the Spill Response Plan maintained and kept current?			
Is the distance between waste collection points and storage areas minimized?			
Are all solid and liquid wastes contained and covered?			
Are absorbent materials and other spill response equipment maintained in accordance with local			

regulations and procedures for containment and cleanup of different spills, and are they easily accessible from anywhere in the shop?			
Are leaks and drips spot cleaned routinely?			
SPILL CLEANUP AND SURFACE CLEANING (CONT'D)	YES	NO	OTHER
Are floor drains connected to or discharge to the sanitary sewer system, and <u>not</u> to the storm drain system?			
Is surface cleaning conducted, if so how?			
Are spills stopped at the source?			
Is wash water from surface cleaning prevented from flowing to a gutter or a storm drain?			
Are granular absorbents (e.g. cat litter) used to absorb spills?			
EDUCATION AND TRAINING	YES	NO	OTHER
Are all employees trained upon hiring, and annually thereafter on personal safety, chemical management, and proper methods for handling and disposing of waste?			
Are instructional/informational signs regarding storm water pollution posted around the shop for customers and employees?			
Are signs placed on faucets (hose bibbs) reminding employees and customers to conserve water and not to use water to clean up spills?			
Are drains labeled within the facility boundary, by paint/stencil (or equivalent), to indicate whether they flow to an on-site treatment device, directly to the sanitary sewer, or to a storm drain?			
DUMPSTER AND LOADING DOCK AREAS	YES	NO	OTHER
Are dumpster lids kept closed to keep out the rainwater?			
Are dumpsters or the dumpster enclosures kept locked to prevent illegal dumping?			
Is stormwater drainage diverted away from the dumpster area?			
Are leaking dumpsters and compactors, and dumpsters that need to be cleaned out serviced by the dumpster leasing company?			
Are spill cleanup materials handy near the dumpster and loading dock areas?			

COOLING AND REFRIGERATION EQUIPMENT MAINTENANCE	YES	NO	OTHER
Are all discharges from cooling and refrigeration equipment going to the sanitary sewer and not to the street, storm drain, or creek?			

ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)			
Site reinspected following corrective action by responsible party? (Include date of reinspection)			
Deficiencies found to be corrected during reinspection?			
Further action taken or necessary following reinspection? (Describe)			

The following areas are inspected, at a minimum:

- A. Outdoor process/manufacturing areas;
- B. Outdoor material storage areas;
- C. Outdoor waste storage and disposal areas;
- D. Outdoor vehicle storage and maintenance areas;
- E. Outdoor parking areas and access roads;
- F. Outdoor wash areas;
- G. Work practices from indoor areas that can either drain to outdoor areas (e.g.: hosing indoor floors) or be discharged to outside areas (e.g.: dumping mop water);
- H. Stormwater conveyance system maintenance;
- I. Emergency response practices (e.g.: hazardous waste spill response);
- J. Other areas (such as loading and unloading facilities, warehouse facilities and rooftop downspouts).