

**Standard Operating Procedure
Illicit Discharges and Improper Disposal**

PART III.A.7.c.

**REACTIVE INVESTIGATION OF SUSPECTED ILLICIT DISCHARGES
AND/OR IMPROPER DISPOSAL**

Sarasota County
Standard Operating Procedure
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NPDES WRITTEN PLAN FOR THE REACTIVE INVESTIGATION OF SUSPECTED
ILLICIT DISCHARGES AND/OR IMPROPER DISPOSAL PART III.A.7.c.

INTRODUCTION

The National Pollutant Discharge Elimination System (NPDES) regulates the discharge of stormwater under the authority of Section 402(p) of the Clean Water Act (CWA). The Department of Environmental Protection (DEP) has the designated authority to administer the NPDES program in Florida. Under this authority, the County is regulated as a Phase I MS4 under Permit # FLS00000-004. The current permit term is January 1, 2014 through December 31, 2018.

Several co-permittees are also covered under the same permit: Florida Department of Transportation, Town of Longboat Key, and cities of Sarasota, North Port, and Venice.

Phase I permits require permittees to develop and implement written procedures to conduct **reactive** investigations to identify and eliminate illicit discharges, illicit connections, or dumping to the MS4.

An illicit discharge is a discharge to a Municipal Separate Storm Sewer System (MS4) that is not composed entirely of stormwater per Title 40, Code of Federal Regulations Section 122.26(b)(2) and is generally any discharge, release, or pumping of a pollutant or polluted water into the stormwater system.

Illicit discharges may enter the stormwater system through direct or indirect connections, such as: cross-connections of sewer services to the stormwater system; leaking septic systems; intentional discharge of pollutants (e.g., used motor oil) to inlets and catch basins; and floor drains connected to the stormwater system. Illicit discharges can contribute high levels of pollutants, such as heavy metals, oil, grease, solvents, nutrients, and pathogens to the stormwater system.

Sarasota County Air and Water Quality staff conducts reactive investigations within Sarasota County and the City of Sarasota. **Sarasota County performs this function for the City of Sarasota under an Interlocal Agreement.**

I. ALLOWABLE NON-STORMWATER DISCHARGES

Current municipal NPDES permits require municipalities to effectively prohibit non-stormwater discharges unless authorized by a separate NPDES permit or allowed in accordance with the current NPDES permit conditions. The current permit allows certain non-stormwater discharges in the stormwater system as long as the discharges are not significant sources of pollutants. The following non-stormwater discharges to the MS4 are allowed:

- Water line flushing;
- Landscape irrigation;
- Diverted stream flows;
- Rising ground waters;
- Uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(20)) to separate storm sewers;
- Uncontaminated pumped ground water;

- Discharges from potable water sources;
- Foundation drains;
- Air conditioning condensate;
- Irrigation water;
- Springs;
- Water from crawl space pumps;
- Footing drains;
- Lawn watering;
- Individual residential car washing;
- Flows from riparian habitats and wetlands;
- Dechlorinated swimming pool discharges;
- Street wash waters;
- Discharges or flows from emergency fire fighting activities;
- Reclaimed water line flushing authorized pursuant to a permit issued under the authority of Rule 62-610, F.A.C.; and
- Flows from uncontaminated roof drains.

II. LEGAL AUTHORITY

The legal authority for addressing illicit discharges is clearly identified in the following:

- The Animal Control Code, Chapter 14, Article II, of the Sarasota County Code. Section 14-48 states that in the event the Board designates such areas where Animals are allowed, any Person who owns, harbors or has apparent control over an Animal shall immediately remove fecal matter that is deposited by said Animal upon those areas and dispose of same in a lawful manner. Additionally, any Person who owns, harbors or has apparent control over an Animal shall immediately remove fecal matter that is deposited by the Animal upon any public property, including public rights-of-way, and dispose of same in a lawful manner.
- The Building Code, Chapter 22, Article II, of the Sarasota County Code.
- The Water Pollution Control Code, Chapter 54, Article VII, of the Sarasota County Code. The following sections specifically address illicit/unauthorized discharges:
 - Section 54-185(a) Addresses the inspector's right of inspection.
 - Section 54-185(b) Addresses the inspector's authority to collect samples.
 - Section 54-185(e) Addresses temporary disconnection of water service for commercial or industrial facilities that contribute to illicit connections.
 - Section 54-187(e) **Additional water quality standards for Unauthorized Discharges.** All waters, at all places, at all times, within the territorial limits of Sarasota County shall be free from the following (domestic Wastewater Facilities regulated by rules adopted in subsection (b) of this section are exempt from these criteria):
 - (1) Floating substances. Floating debris, oil, grease, petroleum products, scum, or other floating material attributable to municipal, industrial, agricultural, commercial, private, or other discharges in sufficient quantity to be unsightly or deleterious.

(2) Settleable substances. Substances attributed to municipal, industrial, agricultural, commercial, private, or other discharges that will settle to form putrients or otherwise objectionable sludge deposits, including inorganic silt.

(3) Deleterious substances. Sewage, septage, industrial wastewater, or other materials attributable to municipal, industrial, agricultural, commercial, private, or other discharges producing color, odor, or other conditions in such a degree as to create a nuisance, or in such a degree as to be harmful to the environment.

(4) Toxic substances. Substances attributable to municipal, industrial, agricultural, commercial, private, or other discharges in concentrations or combinations that are toxic to humans animals, plants, or aquatic life.

Section 54-187(f) ***Unauthorized Discharges.***

(1) Any direct or indirect discharge from a Site of Industrial Activity to a Stormwater System that does not comply with, or is not pursuant to, a valid NPDES permit or the provisions of this article is prohibited.

(2) Except as specifically authorized by a valid federal, State, or local permit, the discharge of sewage, industrial waste, or other wastes, whether through runoff, piped connections, seepage, or leaks, into the Stormwater.

(3) No Person may maintain, use, or establish any direct or indirect connection to any part of the Stormwater System that results in any Illicit Discharge that does not comply with, or is not pursuant to, a valid federal, State, or local permit.

(4) No Person shall spill, dump, or discharge, or cause to be spilled or discharged, into any Stormwater conveyance, any materials other than those composed entirely of Stormwater. Exceptions to this prohibition are those identified in Section 54-187(d), and any discharges in compliance with a current individual NPDES permit.

- The Solid Waste and Recyclable Materials Collection Code, Chapter 106, Article I, Section 106-1(a): Prohibiting throwing of trash, etc. No person, firm, company or corporation or association shall discharge, throw, place or allow to remain in or upon any private premises, road, street, alley, canal, ditch, stream, lake, pond or public road, street, alley, canal, ditch, stream, lake, pond, bay or other waters, or any other public property, except sanitary landfills and septage treatment facilities duly designated and established by the Board of County Commissioners of Sarasota County, Florida, any filth, offal, garbage, foul water, dye water, refuse from industries or manufactories, untreated or improperly treated effluent, raw sewerage, human urine, human excrement, decayed animal or vegetable matter, septic tank effluent, any matter extracted from septic tanks, or any other offensive substances.
- The Fertilizer and Landscape Management Code, Chapter 54, Article XXXII, of the Sarasota County Code.
- The Water, Wastewater and Reclaimed Systems Code, Chapter 126, Article III, of the Sarasota County Code.
- The legal authority for enforcement is clearly identified in Code Enforcement Code, Chapter 2, Article VIII, of the Sarasota County Code.

III. GUIDANCE MANUALS AND TRAINING RESOURCES

Staff uses the following guidance manuals and training resources to aid in the investigation of illicit discharges:

- Center for Watershed Protection and Robert Pitt. *Illicit Discharge Detection and Elimination: A Guidance Manual for Program Development and Technical Assessments*. October 1, 2004. U.S. Environmental Protection Agency. Washington, D.C.;
- Environmental Protection Agency. *NPDES Compliance Inspection Manual*. July 2004. EPA 305-X-04-001. Washington DC.
- Environmental Protection Agency. *NPDES Permit Writer's Manual*. September 2010. EPA 833-K-10-001. Washington DC.
- Florida Department of Environmental Protection. *NPDES Phase I Municipal Separate Storm Sewer System (MS4) Permitting Resource Manual*. January 31, 2013. Tallahassee, Florida.; and
- Sarasota County. *Illicit Discharge Detection and Elimination (IDDE)*. Internal staff training PowerPoint presentation. Sarasota, Florida.

IV. RESOURCES

The following resources are available to staff:

Table. 1. List of Resources

Truck	Digital camera	Handheld GPS
Laptop with air card	Clipboard, pens, waterproof pens	Maps, GIS aerials
Field notebook, field data sheets	Latex gloves	Protective eyeglasses or goggles
Rubber boots	Cooler and ice	Sample bottles
Shovel	Manhole hook	Cell phone
Safety vest	Identification Badge	Hand sanitizer
Field meters for temperature, dissolved oxygen, conductivity, salinity, turbidity, and chlorine.	pH paper	Extra batteries for meters
De-ionized water for rinsing	Paper towels	Sampling pole
First aid kit	Fire extinguisher	Traffic cones

V. SAFETY MEASURES

The following safety measures shall be adhered to by all staff:

- Maintain first aid kit;
- Maintain fire extinguisher;
- Observe traffic patterns and pedestrian traffic;
- Observe weather patterns and lightning warnings;
- Observe County policy of no smoking in County vehicles;
- Observe County policy of no cell phone use while driving a County vehicle;
- Wear latex gloves while sampling;
- Have awareness of wet, slippery, steep, or unstable conditions;
- Have awareness of Material Safety Data Sheets for all reagents and chemicals;
- Report any injuries and property damage; and
- Do not enter confined spaces.

VI. INDICATORS OF ILLICIT/UNAUTHORIZED DISCHARGES

The following are potential indicators of an illicit/unauthorized discharge:

- Foam-possible upstream vehicle washing activities, chemical discharge or sea foam;
- Oil sheen-possible leak or spill (some oil sheens are common and occur naturally);
- Cloudiness-possible indicator of suspended solids such as dust, ash, powdered chemicals and ground up materials;
- Excessive sediment-possible turbid water from lack of erosion control measures, or concrete and stone cutting operations;
- Sanitary waste-spills, overflows, cross-connection, septic tank discharges;
- Color-fluorescent dyes added to laundry and dishwasher detergent, paint, or algae blooms;
- Odor-sewage, rancid/sour, petroleum/gas, sulfide, chlorine, or decomposition;
- Orange staining-indicator of mineral concentrations such as iron deposits;
- Floatables-sewage, suds, algae, dead fish, and oil and grease sheens (does not include trash or litter);
- Physical indicators-outfall damage, deposits or stains, abnormal or discolored vegetation;
- Dry weather flow-observed flows are considered non-stormwater related, the flow may or may not be an illicit discharge and may be groundwater; and
- Debris-trash, litter, leaves, grass clippings.

VII. HOTLINE

Citizen calls are quickly responded to and investigated to resolve reports of pollution incidents in accordance with the Water Pollution Control and Fertilizer and Landscape Management Codes. The County has established a Contact Center number of 941-861-5000 to allow citizens the opportunity to report a variety of issues. The Contact Center maintains a list of frequently asked questions to direct calls to the correct person. The service is available 24 hours/7 days a week.

Citizen calls come in from a variety of sources:

- Calls come to the County's Contact Center and are forwarded to the Division by phone, e-mail, or in the AMANDA Back Office Suite;
- Calls can come directly to individuals in the Division by phone or e-mail from the public;
- Reports can be made online at the County's website www.scgov.net;

- Reports can be made online at the Sarasota.WaterAtlas.org; and
- Referrals from outside agencies.

VIII. URGENT INCIDENTS

Urgent incidents typically require a response time of less than 1 hour.

- Assess site with caution for personal safety;
- Attempt to locate and have responsible party contain spill;
- Attempt to find source of spill and ensure no further discharge;
- If spill is major or continuing, notify or require the responsible party to notify the Fire Department, County Hazardous Waste, DEP Emergency Response, DEP State Watch Office; and their insurance carrier;
- If there is a responsible party, notify them of their responsibility for contamination removal and remediation; and
- Follow-up with responsible party to make sure appropriate clean-up actions and waste disposal actions were taken and require receipts showing proper disposal.

Urgent calls are considered those calls that are ongoing that may result in environmental damage and cannot wait until regular office hours, such as the following:

- Spills, leaks, discharges, or dumping of sewage;
- A force main break or sewer line break;
- Reporting of an abnormal event;
- Discharge of treated sewage, wastewater, or effluent;
- Septic system overflows, pumping or problems;
- Water or liquids pumped to waterways, storm drains, ditches, or canals;
- Dumping or pumping from a tanker truck to a waterway, storm drain, ditch, or canal;
- Grease overflow from food service grease traps;
- Strong odors of sewage, or chemicals; and
- Any suspicious discharge to a waterway, storm drain, ditch, or canal.

If the responsible party cannot be located/notified, staff may request the assistance of County Hazardous Waste, Fire Department, Safety and Risk Management and/or DEP Emergency Response.

For sewage spills: Refer to Part III.A.7.g. Wastewater Spill Response Standard Operating Procedure.

IX. PRE-INSPECTION

Staff receiving the customer's phone call shall record the following information:

- Caller's name, address, and contact information, unless they wish to remain anonymous;
- The location of the issue, address, business, waterbody, etc.;
- The nature of the issue, dumping of pollutants, unknown discharges, turbid discharges, dumping of grass clippings and vegetative debris, storage of open containers, sewage spills and overflows, fuel spills, chemical odors, industrial wastes, fish kills, algae, petroleum, yard waste, etc.;
- The current condition, ongoing or onetime event; and

- Date and time that the issue was observed.

Often the caller wishes to remain anonymous. The caller can remain anonymous and the word "anonymous" will be placed in the Caller's Name and Address portion of the form. In this case, it is very important to obtain detailed information about the concern and the caller is advised that the incident cannot be thoroughly investigated without specific, detailed information. If the concern sounds serious like illegal dumping or burial of hazardous materials, the caller should speak directly to the inspector or supervisor.

The incident is assigned to an inspector. The response time is typically 1 hour for urgent incidents and 24 hours for non-urgent incidents.

The inspector should contact the caller before responding or when onsite to obtain additional information on the issue. Before leaving the office, the inspector shall conduct the following:

- Gather supporting documentation such as field checklists, chain-of-custody forms, maps, property information, etc.;
- Clean and calibrate any field meters; and
- Obtain a variety of sample bottles and cooler.

X. REACTIVE INVESTIGATION GUIDELINES

Staff shall obtain the permission of the property owner, business owner or manager, tenant or employee to enter the property for inspection, unless the property is owned by the County (right-of-way, easement, vacant lot, park, stormwater facility, property with public access, etc).

If the incident is regarding a private residence, an attempt should be made to contact the resident by knocking on the front door. If there is no one home, a door hanger can be left for the resident to contact the inspector. The inspector cannot enter the side or backyard or look over fences to investigate unless access is granted.

If the property owner will not give permission to enter the property, the inspector shall promptly leave without an argument.

If the incident is regarding a County facility, the inspector shall contact a facility supervisor or employee to explain the purpose of the inspection and to gather additional information.

If the incident is regarding a residence or issue in a gated community, the inspector shall proceed to the guard house for admittance.

The inspector shall not enter property with a "No Trespassing" sign.

The inspector shall not enter property when the surroundings make them feel uncomfortable or compromise their safety.

In accordance with Section 54-185(a)(6), of the Sarasota County Code, at times other than specified in the code, and at facilities and other properties that do not require permits and are not otherwise closely regulated, inspection can be made by consent or by means otherwise available by law. If consent to inspect is denied or the Inspector can justify the failure to seek consent, Inspectors may obtain an inspection warrant pursuant to Florida Statutes.

In accordance with Section 54-185(a)(7), of the Sarasota County Code, if statutory grounds exist, or if there is probable cause to suspect a criminal violation, Inspectors may contact the appropriate law enforcement personnel to obtain a search warrant and may aid the officer, if required, pursuant to Florida Statutes.

XI. SOURCE TRACKING

Several methods are available for use in locating the source of a discharge, including visual observations, stormwater manhole investigations, chlorine testing, dye testing, video televising, smoke testing, and optical brightener testing.

- **Visual Observations**
The physical conditions of the stormwater system are observed for outfall damage, outfall staining, vegetation growth, evidence of past flow, estimated flow rate, water color, benthic growth on pipe, presence of floatables, abnormal vegetation, oil sheen, odor, or any unusual conditions. The field inspector looks for flow especially during dry weather. All observations are recorded on the Illicit Discharge Field Checklist. Pipes from buildings such as air conditioning condensate, ice machine water, or water softener backwash are recorded and verified.
- **Stormwater Manhole Investigations**
One of the most common method of tracking flow is to follow the discharge upstream within the stormwater system by manhole inspections. This is accomplished by following the discharge to the next upstream manhole and working progressively up the stormwater system until the source is isolated or by splitting the contributing stormwater system into equal segments and inspecting the manholes.
- **Chlorine Testing**
Chlorine residual testing is often conducted to rule out discharges of drinking water or reuse water. This water may be coming from car washing activities, excessive lawn watering, broken irrigation spray heads, pressure washing, broken public water supply lines or swimming pool discharges. Field meters are used to determine the level of chlorine in the discharge.
- **Dye Testing**
Fluorescent liquid or powder dye is used to confirm a suspected illicit connection to the stormwater or sewer system. Prior to testing, the inspector obtains permission to access the site and perform the dye testing. Dye is poured or placed into the suspected fixture or pipe then nearby storm drains and sanitary sewer manholes are observed for presence of the dye. Each pipe or fixture is tested separately.
- **Video Televising**
Cameras are used to record the interior of stormwater pipes to detect any breaks, infiltration, or cross connections. The sections are recorded for viewing at a later date. This technique is expensive, labor intensive, and requires the manpower and resources of Sarasota County Utilities. A third-party contractor may be required.
- **Smoke Testing**
The introduction of non-toxic smoke into the stormwater system is used to detect illicit connections and broken or damaged pipes. Before any testing can begin, the Fire Department and local residents are notified. This technique is labor intensive as a result of the need for several staff to be stationed at several locations to observe where the

smoke exits the system.

- **Optical Brightener Testing**

Optical brightener testing is conducted as an initial screening to detect the presence of common additives to laundry detergents, soaps, and cleaning agents. These additives increase the “whiteness” of fabric. Water samples are collected or absorbent cotton pads are secured in suspected areas where flow has been detected and later collected after being in place for up to 7 days. The samples are transported to a laboratory for analyses. The pads are observed under a long-wavelength ultraviolet light. The presence of optical brighteners can indicate discharges from homes, failing septic tanks, or laundromats.

XII. DOCUMENTATION

To document the inspection findings, staff completes the Illicit Discharge Report Form. Refer to Attachment 1. Photographs are taken to support the observations. A hand-drawn sketch of the site can also be useful.

All documentation and field notes are subject to Public Records Requests and should only reflect professional observations and comments.

Taking photographs shall be conducted as follows:

- Take at least one photograph of the site to document the reason for the inspection. For example: If a citizen suspects that there is sewage in a ditch and it turns out to be algae, take a photo to document.
- Photographs can be taken from the street or right-of-way, if the violation is in full view of the inspector.
- Photographs can be taken through a chain link fence.
- Photographs cannot be taken over a privacy fence.
- Photographs shall be properly labeled following the guidelines below. Label should list the incident number, the address, grid number, location of the issue, inspection type, time and date. The label should also list the type of camera and recording media, and if the photos were altered. There also should be a concise description of what the photo is of and the direction it was taken.
- Photographs shall be signed by the photographer.

Example Photograph Log Documentation:

Incident #:
Grid #: G
Facility/Location Name:
Address:
Inspection Date:
Inspection Time:
Inspection Type:
Type of Camera Used: ex. (Nikon Coolpix S6500)
Digital Recording Media:
Were the photos altered? Yes or No
Description:
Photographer:
Signature of Photographer: _____

XIII. FIELD TESTING AND SAMPLING

To perform field calibrations and testing, staff follows DEP Standard Operating Procedures for Field Quality Control Requirements DEP-SOP-001/01, FQ 1000 and follows the DEP Standard Operating Procedures for General Field Testing and Measurement DEP-SOP-001/01, FT 1000. Primary calibration is conducted by the County Quality Assurance Officer or sent to a certified laboratory.

To collect water quality samples, staff follows the DEP Standard Operating Procedures for General Sampling DEP-SOP-001/01 FS 1000.

Staff collects samples, completes Chain-of-Custody form and contacts the County Quality Assurance Officer to arrange for instructions on dropping off samples for transport. The inspectors shall be aware of the sample holding times. A copy of the Chain-of-Custody form should be kept with the Illicit Discharge Report Form until the hard copy is returned with the test results. Samples are transported by a courier to a NELAC certified laboratory.

XIV. POST-INSPECTION

Upon completion of the inspection, staff will discuss any deficiencies and/or areas of concern with the property owner, facility representative(s), or site staff. Prior to leaving the site, any final notes and sketches are made. Contact is made with additional parties regarding inspection findings, if necessary.

- Gather supporting documentation such as maps, property information, etc.;
- Determine if complaint is valid, unfounded, or there is another explanation for the concern;
- Determine the source of the discharge, contamination, or environmental concern, etc.;
- Record detailed information and documentation of the investigation; and
- Explain findings or results of inspection to all parties.

XV. FOLLOW-UP INSPECTIONS

If there are significant deficiencies, a follow-up inspection shall be conducted within a maximum of 30 days of the original site inspection. This is especially needed if a Notice of Violation has been issued. Staff shall document any deficiencies that have been corrected, remaining deficiencies, and any new problems that may be observed.

XVI. VOLUNTARY COMPLIANCE

All attempts should be made to achieve compliance by education and voluntary compliance. In many cases the party responsible for the illicit discharge or illegal connection may not be aware of the existence or the environmental consequence. It is important to educate the responsible party on the impacts of their actions, the stormwater requirements, and the Best Management Practices (BMPs). If an illicit discharge is traced to a commercial, residential or industrial source, the field inspector shall conduct the following activities:

- Contact the responsible party to discuss methods of eliminating the non-stormwater discharge, including disposal options, recycling, and possible discharge to the sanitary sewer;
- Provide information regarding BMPs to the responsible party, where appropriate;

- Continue inspection and follow-up activities until the illicit discharge activity has ceased;
- If a violation is documented, the field inspector opens an AMANDA Back Office Suite folder; and
- Creates a record in the Incident Response Database.

XVII. ENFORCEMENT

Depending on the level of infraction and environmental damage, staff has a variety of measures to use such as a verbal warning, Written Warning, Field Violation Notice, Noncompliance Letter, Notice of Violation, or Stop Work Order notifying the property owner or responsible party of the compliance issue and corrective actions.

- If the issue is voluntarily resolved, the case is closed.
- If the issue is not voluntarily resolved, staff, which are also designated Code Enforcement Officers, attempt to resolve noncompliance issues through education, direction, and cooperation.
- If enforcement is warranted, the Water Quality Enforcement and Guidelines Standard Operating Procedure is followed.
- If the issue is not resolved, the formal code enforcement procedure may be initiated through the Special Magistrate process as outlined in Chapter 2, Article VIII of the Sarasota County of Ordinances.

XVIII. FINAL DOCUMENTATION

Staff completes the top portion of Illicit Discharge Report Form with caller's name, address, telephone number, pollution concern, and location of pollution concern.

Inspector provides a thorough, written, step by step chronology of the investigation to include dates, times, persons contacted, phone numbers, conversations, photographs, any other supporting documents, investigation results and conclusions. The inspector is responsible for:

- Organizing inspection findings including field notes, photographs, and any supporting documentation;
- Completing inspection form;
- Creating photo log;
- Entering the data into the AMANDA Back Office Suite; and
- Scanning in all supporting documents.

When the incident has been resolved and closed out, the Illicit Discharge Report Form and all supporting documentation are filed by the inspector by Grid Number in the Grid Files stored in the main file room.

XIX. TRAINING

Staff conducting reactive inspections should have a good working knowledge of the following regulations: DEP Chapters 62-4, 62-25, 62-301, 62-302, 62-620, 62-621, 62-62; 40 CFR 122.26; and the Sarasota County Water Pollution Control, Fertilizer and Landscape Management Code and Code Enforcement Codes.

Staff should also complete a combination of the following:

- 40 hour OSHA Hazwoper,
- 8 hour Hazwoper refresher,
- Florida Stormwater Association Stormwater Operator Certification Levels I and II;
- Internal Illicit Discharge Detection and Elimination staff training; and
- Annual refresher training.

XX. PROGRAM EFFECTIVENESS

The effectiveness of the reactive IDDE program is evaluated as follows:

- Number of customer/citizen calls received per year;
- Number of calls investigated;
- Number of illicit discharges found and stopped/removed;
- Number of urgent calls responded to within 1 hour;
- Number of urgent vs non-urgent calls;
- Number of referrals from other agencies;
- Number of trained inspectors; and
- Number of staff completing refresher training

Attachments:

1. Illicit Discharge Report Form

Attachment 1

Sarasota County Air and Water Quality

Illicit Discharge Report Form

Grid Number: _____

Log Number: _____

Report Information											
Operator:		Referred By:		Report Date:		Report Time:					
Caller Name:				Contact Info.:							
Caller Address:											
Location:				Address:							
Caller's Report:											
Unincorp. Sarasota Co.	City of Sarasota:	Town of Longboat Key:	City of Venice:	City of North Port:	Florida DOT						
Site Inspection											
Investigator:				Response Date:			Response Time:				
Shopping Center:	Restaurant:	Industrial Area/ Facility:	Construction Site:	Residential Area:							
Other Area:											
Weather Conditions											
Air Temp. (F):				Wind Dir.:							
Rainfall (72 Hrs.):				Wind Speed (mph):							
Discharge Information											
Type of Discharge:	Solid Waste		Sewage		To Surface Water		Contained Onsite				
	Wash Water		To Ground		To Stormwater Conveyance		Yard Debris				
	Ongoing Discharge		Intermittent Discharge		Discharge Stopped		Other				
Discharge Source:	Sheet Flow	Ditch	Dumped	Hose	Piped						

Pipe Characteristics:	Size		Color		Type		Other	
Appearance of Discharge:	Clear		Sheen		Color		Flow: (Low, Med. High)	
	Foam		Turbid		Debris		Other:	
Odor Y/N:	Chemical		Scwage		Petroleum		Other:	
	Hydrogen Sulfide		Decaying Organics		Wash Water			
Stormwater System Onsite:	Open System		Closed System		Mixed System		Sheet Flow	
System Components:	Swales, Ditches		Wet Retention		Dry Retention		Control Struc.	
Sewage System:	Septic System		City System		County System		Other/Private:	

Other:

Findings

	Y	N						
Violation:			Details:					
Samples Collected:			Types:					
Photos:								
Property Owner:					Drainage Basin:			
PID No.:			Lat:			Long:		

Inspection Findings:

Incident Closed Y/N:		Date Closed:		Caller Contact Y/N:		Date:	
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