

STORM WATER POLLUTION PREVENTION PLAN (SWPPP) INSPECTION FORM FOR MUNICIPAL FACILITIES

Site:	The Village of Brown Deer Department of Public Works Facility on Arbon Drive
Location:	8950 N Arbon Drive Brown Deer, WI 53223
Inspector/Title:	Mark Bruns (Ruekert-Mielke)/Erosion and Sediment Control Specialist
Date:	November 20, 2020
Last Inspection (Date):	N/A (This facility was constructed in 2018)

Storm Water Pollution Prevention Plan

Has a storm water pollution prevention plan been developed for this site? Yes No

Title of Plan: Department of Public Works Facility on Arbon Drive Storm Water Pollution Prevention Plan

Date of Plan: October 13, 2020

Does the SWPPP include a site map, list of pollutant sources, pollutant control practices to be inspected, and maintenance procedures? Yes No
(Indicate any items that are *not* included):

Vehicle Maintenance, Washing and Fueling

	Activity/Practice	Inspected?	Activity/Practice Adequate?	Corrective Action Needed & Notes
1	Vehicle maintenance area drains to sanitary sewer system	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
2	Vehicle maintenance area has oil-grease separator in floor drains	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
3	Floor drains are clean	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
4	Vehicle washing completed inside building	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
5	Vehicle washing drains to sanitary system	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
6	Vehicle fueling center has canopy/cover	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Fueling tanks are under a canopy. Vehicles are not under the canopy during fueling.

7	Vehicle fueling center has clearly labeled spill kit nearby	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Display and label spill kit.
8	Vehicle fueling center has oil-grease separators in nearby storm drains	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Hazardous Waste Management

	Activity/Practice	Inspected?	Activity/Practice Adequate?	Corrective Action Needed & Notes
1	Hazardous materials and containers are stored indoors	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Lubricant and oil stored in containers along the north and east side of the salt storage shed. Relocate to an approved covered area. Waste oil dumping station does not have a canopy or is not covered.
2	Containers of hazardous materials are in good condition	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Leaks were not detected.

Waste Management

	Activity/Practice	Inspected?	Activity/Practice Adequate?	Corrective Action Needed & Notes
1	Dumpsters are covered	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	The garbage dumpsters used by the facility are covered. Yard waste dumpsters used by residential drop off are not covered.
2	Full dumpsters are hauled out on a regular basis	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
3	Piles of miscellaneous debris are sorted and disposed of on a regular basis	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
4	Street sweepings are covered	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
5	Street sweepings are stored in containers or have barriers or perimeter controls to minimize runoff impacts	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Street sweepings were not present during inspection.

Material Storage

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Runoff from bulk storage is contained on low side by barriers, bays or other perimeter controls	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>	Inlet protection is installed at all downstream inlets. Bulk storage is stored in bays which are surrounded with barriers on three sides. Install perimeter controls on the fourth side.
2	Bulk storage piles are stabilized/vegetated	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Erodible soils are not kept on site for longer than 30 days.
3	Materials stored under cover/inside buildings	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
4	Area near salt shed is clear of excess/spilled/tracked salt	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	A shovel is immediately available and used for cleanup for excess/spilled/tracked salt.
5	Excess/spilled/tracked salt is swept up and added to bulk salt pile	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
6	Underground runoff containment is emptied on a regular basis	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Runoff Controls

	Activity/Practice	Inspected?	Activity/ Practice Adequate?	Corrective Action Needed & Notes
1	Grass filter strips have at least 70% uniform vegetation growth	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
2	Grass filter strips typically have 6 inches or more of vegetation	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
3	Storm water pond inlets/outlets are stable	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Erosion present downstream of the inlets to the storm water quality infiltration facility on the west side of the building. Repair and stabilize soils where erosion is present.

4	Storm water berms are vegetated	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
5	Storm water pond berms are stable (no erosion, tree roots or animal borroughs)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
6	Infiltration basins/rain gardens have at least 70% plant growth	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
7	Infiltration basins/rain gardens are maintained regularly, and in the spring and fall	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Routine trash and debris are picked up and disposed.
8	Infiltration basins/rain gardens drain down within 24 hours (based on post-rain event observations)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Spills Program

	Activity/Practice	Inspected?	Activity/Practice Adequate?	Corrective Action Needed & Notes
1	Written program is available for employees	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
2	Employees know where written program is located	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Documents are accessible in the attached DPW office.
3	Written program is evaluated annually	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Employee Training

	Activity/Practice	Inspected?	Activity/Practice Adequate?	Corrective Action Needed & Notes
1	New employees are trained on SWPPP	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
2	Annual or more frequent training provided to employees on SWPPP	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

	Recommendations/Correction	Completed On (Date)	Initials
1	Inlet protection on site had some storage capacity. Inlet protection requires routine inspection and Maintenance should be performed as needed.		
2	Lubricant and oil stored in containers along the north and east side of the salt storage shed should be relocated to an approved covered area.		

3	Waste oil collection area should be relocated to an approved covered area.		
4	Erosion present downstream of the inlets to the storm water quality infiltration facility west of the building should be repaired and stabilized.		
5	The outlet at the southeast storm water pond was partially obstructed by cattails. Ensure proper drainage to the outlet pipe.		
6	A small area of bare (disturbed) soils are present along the edge of the asphalt parking lot near the southeast storm water pond. Soils should be permanently stabilized or vegetated.		
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