

	<p>example inspection form. Submit the procedures to EPD for review and approval within one year of designation with that year's annual report.</p> <p>9.c. Implement the inspection procedures. Conduct inspections on 100% of the municipal facilities within the 5-year period in accordance with the approved procedures. At a minimum, the permittee must conduct inspections on 5% of the municipal facilities annually, or if inspections are done by geographical area, then one entire area or sector must be inspected. Provide documentation of the inspections conducted during the reporting period in each annual report.</p>
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4.3 Enforcement Response Plan (ERP)

The permittee must develop and implement an ERP that describes the action to be taken for violations associated with the permittee's ordinances and other legal authorities. The ERP will detail the permittee's responses to any noted stormwater violations, including escalating enforcement responses to address repeat and continuing violations. The plan must detail:

- Names of ordinances providing the legal authority to undertake enforcement, including citation of specific ordinance sections;
- Types of enforcement mechanisms available for each area (e.g. IDDE, Construction, Post-Construction). The ERP must list the enforcement actions the permittee has the authority to use, including such actions as:
  - verbal warnings;
  - written notice of violations;
  - citations (with fines);
  - stop work orders;
  - withholding plan approval or other authorizations; and
  - any other available enforcement mechanisms.
- Description of when each enforcement mechanism will be employed, including the path of escalation;
- Time frames for each step, including investigation of noncompliance, sequence and use of enforcement mechanisms, corrective action by responsible party, re-inspection of site, etc.
- Description of the methods to be used to track, either manually or electronically, instances of noncompliance, including such items as:
  - name of owner/operator of facility and/or the location or address;
  - type of site (e.g. IDDE, construction);
  - description of noncompliance;
  - description of enforcement action(s) used;
  - time frames for each step (e.g. investigation, corrective action, re-inspection);