Inspections/Reporting Process (time frames are approximate):

- May – July:
  - Send out reminder letters of the program and notice that inspections will begin.
  - A team of eight city staff will be divided into 4 groups and inspect the current year’s list of BMPs in the city.

- July-August:
  - Homeowners will be notified of a satisfactory/unsatisfactory inspection with a list of problems identified with the BMP with recommended remedial actions during June. They will be given 60 days to resolve deficiencies outlined in the letter or provide an alternative action plan.

- August –October:
  - Staff will assist homeowners with re-inspections of problem areas, if needed, and referrals to consultants and contractors to fix the work.
  - Homeowners will have 60 days to bring BMPs into compliance or request an extension if the scope of work is too large for the timeframe or under extenuating circumstances.
  - Begin re-inspections of facilities that did not pass inspection the first round.

- October-November:
  - Staff will issue compliance letters to those owners that cooperated.
  - Staff will issue a final notice to those owners that did not adequately resolve deficient items noted in previous letter with a final 30 day notice prior to pursuing regulatory enforcement.

- November-January:
  - Perform final inspections of facilities that failed the re-inspection.

- January-May
  - Pursue regulatory enforcement for facilities that failed final inspection.