

| | | |
|---|--|---|
|  | S TANDARD O PERATING P ROCEDURE | SOP Name: Outfall Inspections |
| City of Kingsport, TN | Stormwater Management | Stormwater |

1. Preparation

- a. Know the past and present weather conditions. Conduct inspections during dry weather periods.
- b. Gather all necessary equipment including: tape measure, clear container, clipboard with necessary forms, flashlight, and camera (optional).
- c. Obtain maps showing outfall locations and identifiers.
- d. Obtain outfall description and observations from previous inspections, so the outfall can be accurately identified and observations compared.

2. Process

- a. Perform an inspection of each outfall every permit cycle. Whenever, possible use the same personnel for consistency in observations.
- b. Identify each outfall with a consistent and unique identifier. Use maps and previous inspection reports to confirm the outfall identity and location.
- c. If dry weather flow is present at the outfall, then document and evaluate the discharge by completing the following steps:
 1. Collect field samples for visual observations in a clean, clear container and in a manner that avoids stirring up sediment that might distort the observation.
 2. Characterize and record observations on basic sensory and physical indicators (e.g., outfall condition, flow, odor, color, oil sheen) on the Outfall Inspection Form.
 3. Compare observations to previous inspections.
 4. If the flow does not appear to be an obvious illicit discharge (e.g., flow is clear, odorless, etc.), attempt to identify the source of the flow (groundwater, intermittent stream, etc.)
- d. If an illicit discharge (such as raw sewage, petroleum products, paint, etc.) is encountered or suspected, follow the procedure of SOP IDDE - Tracing Illicit Discharges.

3. Cleanup - as necessary

4. Documentation

- a. File completed outfall inspection forms.
- b. Update maps if new outfalls are observed and inspected.