

Business Pollution Prevention Inspection Checklist



Periodically review this checklist and address any pollution issues before your inspection. Your inspector will look for items on this checklist to determine if your business follows Snohomish Municipal Code and WA Department of Ecology permit requirements. For questions regarding business pollution prevention, contact the City's NPDES Coordinator at iliakis@snohomishwa.gov.

Spill Plans

YES	NO	N/A	Spill kit is available for employee use
YES	NO	N/A	Spill kit is refilled after each use
YES	NO	N/A	Spill plan is available for employee use
YES	NO	N/A	Spills are contained and immediately cleaned up

Education

YES	NO	N/A	Employees are trained in pollution prevention
YES	NO	N/A	Stormwater Pollution Prevention Plan is available to all employees
YES	NO	N/A	Employees have contacts for reporting spills or illegal dumping
YES	NO	N/A	Employees and service providers know where storm drains are

Building Interior

YES	NO	N/A	Cleaning supplies and equipment are available for employee use
YES	NO	N/A	Toxic chemical use is minimized, and eco-friendly options are prioritized
YES	NO	N/A	Floor drains connect to the city sewer
YES	NO	N/A	Oil/water separators and grease traps are cleaned regularly
YES	NO	N/A	Chemicals, grease, and other potentially hazardous or polluting materials are stored properly and with secondary containment
YES	NO	N/A	Floors are kept clean and free of debris

Building Exterior and Outdoor Storage

YES	NO	N/A	Runoff from outdoor cleaning activities is contained
YES	NO	N/A	Only water or non-toxic chemicals are used while washing/cleaning outdoors
YES	NO	N/A	Dry cleanup methods are used when reasonable
YES	NO	N/A	Procedures are in place for disposing of leftover oil/latex paint
YES	NO	N/A	Procedures are in place for cleaning paintbrushes
YES	NO	N/A	Wash water connects to city sewer
YES	NO	N/A	Supplies are available to clean spills and leaks
YES	NO	N/A	Proper places to store and clean equipment and containers are available
YES	NO	N/A	Chemicals, hazardous materials, and other storage containers are labelled, kept off the ground, and stored in secondary containment
YES	NO	N/A	Tarps are used to catch debris and paint during maintenance
YES	NO	N/A	Materials and equipment stored outside are covered
YES	NO	N/A	Stormwater systems and BMPs are inspected/maintained regularly
YES	NO	N/A	Service providers and contractors are following pollution prevention plans

Landscaping

YES	NO	N/A	Landscaping company follows local code and uses environmentally conscious tools and techniques
YES	NO	N/A	Fertilizer and pesticide usage is minimized
YES	NO	N/A	Fertilizer and pesticides are stored properly
YES	NO	N/A	Extra fertilizer and pesticides are swept up, not washed off
YES	NO	N/A	Pesticides are used in spots where they are needed and not applied while raining
YES	NO	N/A	No bare or exposed soil
YES	NO	N/A	Trees and vegetation are maintained and healthy
YES	NO	N/A	Sprinklers do not spray onto paved surfaces and are only used as needed
YES	NO	N/A	Lawn and landscape clippings are disposed of in yard/solid waste containers or composted on-site
YES	NO	N/A	Leaves are disposed of in yard/solid waste containers or composted on-site
YES	NO	N/A	Yard waste is removed from streets, leaves are not blown into public areas
YES	NO	N/A	Yard waste is removed from ponds, ditches, and stormwater drains

Parking Lots and Driveways

YES	NO	N/A	Litter is visible
YES	NO	N/A	Sediment accumulation is visible
YES	NO	N/A	Litter or sediment build-up in or around storm drains
YES	NO	N/A	Stains and oil sheen are visible
YES	NO	N/A	Vehicles are leaking
YES	NO	N/A	Parking areas are swept and cleaned regularly (no spraying with water)
YES	NO	N/A	Salt and sand are used sparingly in winter, and excess is cleaned after use

Waste Management

YES	NO	N/A	Visible leaks from any waste receptacles
YES	NO	N/A	Stains visible on ground
YES	NO	N/A	Waste/trash is overflowing from containers
YES	NO	N/A	Waste is disposed of properly
YES	NO	N/A	Waste containers are properly covered with secure lids
YES	NO	N/A	"Close the lid" sticker is visible on dumpster
YES	NO	N/A	Signs with information on proper disposal are visible and legible
YES	NO	N/A	Recycling/waste reduction practices are implemented

Notes:
