



City of Church Hill **Illicit Discharge and Illegal Connection Investigation Process**

This process should be followed for suspected illicit discharges or illegal connections.

When a complaint or other information is provided to the City of Church Hill from the public or from City employees, the building inspector, stormwater coordinator, and/or other designated City official should begin to investigate the potential illicit discharge or illegal connection within one (1) working day, if possible, but no more than 7 days.

The inspection should be documented using the “Illicit Discharge Report” Form.

If there is no illicit discharge or illegal connection, this should be documented on the form and placed in the City’s appropriate stormwater program files.

If there is an illicit discharge or illegal connection, action should be taken in accordance with the City’s Enforcement Response Plan. The entire process from investigation through resolution should be well documented and should be resolved within 90 days.