Flow for how the enforcement plan is implemented for Commercial Pond Inspections & Residential:

Commercial:

- Storm water control comes up for inspection (once every 3 years)
- Commercial Pond Inspector inspects the control and generates an inspection report
- Report is sent with Notice of Violation Letter to Owner of Record
- Owner is given 60 day to address issues (If extensions are necessary and applicable then they are granted).
- If no response, second Notice of Violation Letter is sent to Owner of Record. Letter notes no action on owner's part and reiterates fines and penalties.
- If no response Final letter is sent to Owner of Record informing them that they will be summonsed to Municipal Court regarding no action regarding Notice of Violation.
- File is turned over to Planning and Review Department Environmental Inspection Enforcement for generation of court documents.
- Owner of Record is notified of summons.
- Court proceedings occur
- Verdict rendered.

Residential:

- City Residential Pond Inspector will inspect pond.
- City Residential Pond Inspector will generate a work order for City Residential Pond Supervisors to have City pond maintenance crews maintain the pond.
- Once City pond crew addresses all items of concern the work order is file in the work order data base as complete
- If items are not all addressed and completed, remaining items stay in the work order and the work order remains on the work list of ponds requiring maintenance.