

# Source Control Inventory Development

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1. What parcels form contiguous ownership?

- Inventory spreadsheet
- iMAP Aerials

➤ ***Find the prime parcel and then list the other ones in a subsequent field***

2. Are they really in [REDACTED] [REDACTED]

- iMAP
- Assessor's Districts & Development Report

➤ ***If not, note on inventory and then stop.***

3. Double check the basin name

- Assessor's Districts & Development Report

➤ ***Correct the basin in the inventory.***

4. Is it really a pollutant-generating activity on site?

- iMAP Aerials
- Google Earth & Google Drive-by
- Google address search

➤ ***This includes multifamily, commercial, industrial etc. Pretty much anything with vehicle access/parking/paving. If not, note on inventory and then stop.***

5. When was the last audit inspection completed?

- iMAP – drainage complaint query – WQA or WQAL
- Date in inventory spreadsheet gives a hint
- Activity Log
- G:drive letters

➤ ***This is the dates when an audit actually took place, as opposed to closed. If there was one within the last five years, note on inventory and stop. If there were other businesses on the property that weren't included in the audit, or if you think the activities or issues on the earlier audit warrant going back sooner than 5 years, continue.***

6. What is the real or best street address for the site?

- iMAP
- Assessor's Data Report Details
- Google & Google Drive-by

➤ ***Update address field and add city to inventory.***

7. What is the name of the business on site? Any contact information?

- Assessor's Data Report Details
- Google

➤ ***This is helpful in order to reflect what's really there in our databases and forms. Note the correct name on inventory. If there are multiple businesses on the site, note in comments. Add contact information if available.***

8. Are there other parcels or activities that are not included in the inventory that you suspect should be?

- iMAP
- Assessor's Data Report Details
- Google, Google Earth, Google Drive-by

➤ ***Add them to the inventory. Use the Assessor's reports for information.***

9. Does the site look really messy or the use possible not permitted?

- iMAP
- Google

➤ ***Do research in Permits Plus and note any DDES case numbers in the comments.***

Other sources of information include paper audit files, Complaint Tracker, Facility Files, Ecology's permit databases, Washington State DOL, DDES