



# City of Waterloo

## Construction Site Runoff (CSR) Permit Application and Guide

When site is ready for pre- and post- construction inspections, please contact:

Storm Water Specialist  
Engineering Department  
P: 319-291-4312  
[stormwater@waterloo-ia.org](mailto:stormwater@waterloo-ia.org)

\*No site work is to begin until a pre-construction inspection has been approved\*

\*No site is complete until a post-construction inspection has been approved\*

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**Regulatory Summary**  
**City of Waterloo Municipal Code of Ordinances 8-4B:**  
**Construction Site Erosion and Sediment Control**

**Guidance Only:** This document is only a guide. It summarizes certain applicable ordinance provisions and provides further information to assist in compliance. Affected parties are urged to review ordinance 8-4B for more complete details and to consult an appropriate professional or City of Waterloo Engineering staff for further assistance. In the event of any conflict between this document and applicable ordinance or regulation, the applicable ordinance or regulation will govern.

**Applicability:** This guide applies to construction sites operating within the City of Waterloo which require a Construction Site Runoff (CSR) permit. The following circumstances will require a CSR permit:

1. Any site which disturbs less than 1 acre of land which falls under one of the following categories:
  - Any new residential build
  - Any new commercial build
  - Any commercial addition which will involve 5,000 square feet or greater of hard surface
  - Any new or reconstruction of parking lots which will involve 5,000 square feet or greater of hard surface
  - Any residential addition, attached garage addition, or detached garage addition which will be 850 square feet or greater on a continuous concrete foundation
  - Any construction project which disturbs ¼ acre or greater
  - Any earth disturbing activity that would be adjacent to waterway, ditches, ponds, storm sewers, or sensitive slopes or soils.
2. Any sites which results in 1 acre or more of land disturbance, or those which are part of a common plan of development in which 1 acre or more of land will be disturbed, that also require GP2 coverage. Additional requirements apply to sites that require coverage by an Iowa Department of Natural Resources (IDNR) General Permit No. 2 (GP2) Authorization. For assistance determining the need for GP2 coverage, contact the City of Waterloo Engineering Department.

**Purpose:** The Construction Site Erosion and Sediment Control Ordinance was adopted as a means of reaching compliance with state and federal Clean Water Act Requirements as mandated in the National Pollutant Discharge Elimination System (NPDES). The goal of this ordinance is to minimize sediment and pollutant runoff from construction sites.

**Requirements:** Sites requiring a Construction Site Runoff (CSR) permit as specified in Ordinance 8-4B must minimize pollutant discharge from the permitted construction by implementing Best Management Practices (BMPs). BMPs can generally be divided into two groups of mandatory practices, sediment and erosion control practices and good housekeeping practices.

**Sediment and Erosion Control Practices**

- Perimeter controls must be present at downslope locations to protect neighboring properties and infrastructure. Examples of perimeter practices include silt fence, wattles and berms.
- Inlet protection shall be implemented at all inlets which could potentially receive sediment from the permitted site. When present in public right-of-way, these inlet protection devices are to allow sufficient flow as to minimize ponding and are to be below grade when feasible.
- Slope protection practices are to be implemented where slopes are of sufficient slope and/or length as to pose a heightened risk of sheet and rill erosion. Erosion of slopes may be reduced by the following methods, where appropriate:
  - Reducing the length of the slope through the placement of berms, wattles or silt fencing

- Preventing the detachment of soil particles by sheltering the soils using mulching, hydro-mulching, or erosion control blankets
  - Preserving existing vegetation where possible
  - Diverting storm water runoff away from sensitive areas
- Temporary stabilization must be implemented immediately on areas of the site where disturbed soils are to remain inactive for a period of 14 days or longer. Temporary stabilization is typically achieved by means of mulching, hydro-mulching or matting.
- Soil stockpiles should be located within the site's outer perimeter controls and located away from points of discharge, such as inlets or drainage ways. If soil stockpile must be located outside of site's perimeter controls, then additional perimeter controls must be placed around the stockpiles with access routes that may require additional controls. Temporary stabilization is required if soil stockpiles are to remain inactive for a periods of 14 days or longer.
- Winter stabilization is required of ALL sites. Snow cover is not an adequate form of stabilization. If snow covers disturbed areas before they are stabilized, stabilize options include:
  - Removal of snow cover to place stabilizing control on bare soils
  - Application of straw mulch on top of snow and reapplied as needed when snow melts
- Dust control must be implemented as needed to prevent the off-site transportation of sediment by wind. Methods of dust control may include watering, application of a non-toxic tackifying agent such as lignosulfonate, or by means of those practices identified as temporary stabilization.
- Outlet protection shall be provided at all storm water outfalls where flow velocities will pose a risk of erosive activity. Examples of outlet protection include rip-rap or turf reinforcement matting.
- Sediment trackout shall be minimized by use of a stabilized construction entrance. Traffic control shall also be implemented to ensure that contractors and subcontractors working on site restrict vehicle traffic to stabilized areas. Any sediment tracked into public roadways shall be removed as soon as possible but in no event shall remain in the street after the end of the working day.
- Permanent stabilization of the site shall be achieved through the establishment of perennial vegetation to a minimum 70% uniform density or by other means of permanent stabilization such as paving or landscaping.

#### Good Housekeeping Practices

- Concrete washout shall be contained in a designated structure with a legible sign. Examples of such containments may include lined earthen pits, concrete washout bags, chute boxes or concrete washout roll offs. Containment shall also be provided for masonry washout where appropriate. Concrete and masonry washouts shall be present at a location where they can be accessed from a stabilized entrance in order to reduce sediment trackout.
- Saw cutting slurry shall be properly contained and cleaned up. Examples of containment may include vacuuming, absorbents, and/or containing the slurry with an impermeable barrier.
- Containment of construction debris shall be provided by means of construction dumpster or other acceptable structure. The site shall be kept clear of waste materials at all times and wastes shall be prevented from being blown onto neighboring properties.
- A portable toilet should be available to those working on site. When present, portable toilets must be located on a flat surface away from points of discharge such as inlets or drainage ways. Further, portable toilets shall be staked securely to the ground to prevent tipping and shall, where possible, be located in a manner which allows access from the stabilized entrance in order to prevent trackout during maintenance or removal.
- Oil products, fuel tanks, and other liquid wastes are to be stored in a designated area on site within spill containment. Any spills which occur on site shall be cleaned up immediately. The possession of a CSR permit does not excuse the responsible party from any other applicable laws, including the spill notification requirements, in the event of a release.

These practices are to be maintained throughout the length of the project until site has been approved by the City of Waterloo. For guidance on practice selection and proper installation, consult the Iowa Construction Site Erosion Control Manual, found online at: <https://iowasudas.org/manuals/design-manual/#chapter-7-erosion-and-sediment-control>

**How to acquire a CSR Permit:** A CSR permit can be acquired by submitting a CSR permit application and site plan to the City of Waterloo Engineering Department. A CSR permit must be acquired prior to the commencement of earth disturbing activities. After a CSR permit and site plan have been approved, BMPs shall be implemented and the Engineering Department shall be contacted for a pre-construction inspection. Once the pre-construction inspection has been completed, activity on the site can begin. The permit will expire one year after the date of issuance if not closed prior to that date. Permits may be renewed at no cost to the permittee. A CSR permit application is included on page 7, and a guide to completing it is provided on page 11. An example plan sheet is provided on page 14 for residential sites that do not require engineered plans.

**Inspection procedures:** All construction sites have required inspections that must be conducted by City staff. Each of these site inspections are described in detail below.

#### Pre-construction

- A pre-construction inspection is required and must be approved before construction may begin.
- In order for a pre-construction inspection to be approved, the appropriate erosion and sediment controls must be installed that are indicated on your site plan included with this CSR packet.
- This inspection gives all parties involved with the project to meet on site and discuss any items that may need to be addressed beforehand.

#### Topsoil

- A topsoil inspection will be completed before the post-construction inspection to ensure a uniform 6" topsoil depth is returned to the entire site as required by the City of Waterloo subdivision ordinance.
  - The permittee must contact City staff for the return topsoil inspection before their site is stabilized.
  - If City staff inspects the topsoil after the site has been stabilized and conditions do not have a uniform 6" topsoil depth, the permittee may be required to redo site work to reach compliance.

#### Quarterly

- Quarterly inspections are required of all sites and take place every three months until a post-construction inspection has been approved.
- The date these inspections take place depend on which area of the city your site is located.

#### Complaint

- Complaint inspections are completed as needed whenever there is a complaint made to City staff about the site's condition.
- It is up to City staff to determine if additional action is required by the permittee.

#### Post-construction

- A post-construction inspection is required and must be approved for the storm water permit to be properly closed out.
- In order for the post-construction inspection to be approved, site vegetation must be uniformly established to 70% throughout the entire site.
- A topsoil inspection must be approved with a uniform 6" topsoil depth.
  - The recommended best practice would be aerate and decompact the topsoil to ensure positive growth of the seed or sod placed on site.

**Inspection entry:** City staff will conduct inspections for pre-construction, quarterly inspections, complaint response, and post-construction prior to permit closure. City staff will need access to the site for all inspections. Should the City identify items of non-compliance during any of the above inspections, a Notice of Violation (NOV)

will be issued. A NOV will identify issues that need addressed and will specify a deadline for reaching compliance. The stated deadline shall not exceed 3 days after issuance of Notice, though deadlines may be extended at the discretion of the enforcement officer. If a NOV is issued, a return compliance inspection will be conducted until site compliance has been achieved. Stop work orders and/or citations will be issued if compliance continues to be an issue. Stop work orders will also include stopping building inspections.

#### **Additional Requirements for Sites Requiring GP2 Coverage:**

##### Storm Water Pollution Prevention Plan

- A Storm Water Pollution Prevention Plan (SWPPP) meeting the requirements of Iowa DNR General Permit 2 and City of Waterloo Municipal Code of Ordinances 8-4B shall be completed and submitted to the City of Waterloo Engineering Department for review. This SWPPP must be completed by a qualified individual such as a Professional Engineer, Certified Landscape Architect, Certified Professional of Erosion and Sediment Control, or those other individuals with sufficient knowledge and understanding of applicable regulations who are deemed qualified by the City Engineer.
- Upon receipt of a completed SWPPP, the Engineering Department shall have 10 days to review the submitted document and return to the applicant or applicant's engineer with either an approval, a review document specifying corrections, or additions which must be made prior to approval. The applicant or applicant's engineer must make the specified changes to the document and resubmit, at which time the Engineering Department shall complete review within 10 days. This process continues as needed until approval is issued. A CSR permit will not be issued prior to approval of a SWPPP.

##### Reporting Requirements

- Sites subject to Iowa DNR General Permit 2 Authorization requirements must conduct and document inspection of site controls a minimum of once every 7 calendar days. Inspection documentation must be present on site or at an approved off-site location, and must be made available to enforcement officers within 3 hours of request. Inspection must begin upon commencement of earth-disturbing activities on site and must continue until a post-construction inspection is completed by City of Waterloo staff. Post construction inspections can be completed only after the site has reached final stabilization. A sample reporting sheet is provided on page 17. The permittee is not required to use this form, however, if they intend to use an alternative, this must be submitted as part of their SWPPP for review by the Engineering Department prior to issuance of permit.

##### Transfer of Responsibility

- Sites which are part of a larger common plan of development that are covered by a current GP2 authorization must submit a transfer of responsibility if the site is to be developed by someone other than the GP2 holder. There are two forms of transfer of responsibility documents which may be submitted. The first is a transfer of responsibility which identifies the new owner and requires them to be solely responsible for compliance under the seller's storm water permit authorization. The second option involves removing the site from the existing authorization, wherein the new owner accepts full responsibility and obtains their own GP2 authorization. The transfer of responsibility must be submitted prior to issuance of a City of Waterloo CSR permit. For more information about each transfer of responsibilities, see pages 9 and 10.

## Construction Site Runoff (CSR) Form

Site Address: \_\_\_\_\_

Lot No.: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Project Description: \_\_\_\_\_

Owner Type: City / Private / Other, please specify \_\_\_\_\_

Site Type: Commercial / Residential / Linear / Utility / Other, please specify \_\_\_\_\_

### Site Owner

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

### Applicant

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

### IDNR NPDES GP2

Does the site require coverage under Iowa Department of Natural Resources (IDNR) National Pollutant Discharge Elimination System (NPDES) General Permit #2 (GP2)? *If yes, complete this section. If no, skip and move onto next section.*

NPDES GP#2 number \_\_\_\_\_

Yes No N/A

Transfer of Responsibility form			
NPDES Permit Authorization from IDNR			
Notice of Intent to IDNR			
Proof of Publication to IDNR			
Permittee SWPPP			
Contractor Certifications			
Protecting Iowa's Waters Joint Application Form			

### Document Certification

By signing this document, the owner and applicant understand:

1. This CSR must be approved prior to any land disturbing activity.
2. The controls indicated on the site plan provided must be in place, maintained, and changes recorded.
3. Prior to any land disturbing activities (unless required to install the controls), the site must be inspected by the enforcement official and the controls must have passed.
4. By signing, the Owner and Applicant assume all responsibility for the CSR and any amendments added to the plan by the City at any time.

I have read and understand the conditions of this application and I am authorized to agree and attest to all the conditions and all their particulars. I certify the information submitted comply with the requirements of the Construction Site Erosion and Sediment Control Ordinance 8-4B of the City of Waterloo's Code of Ordinance.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### City Staff Use Only

CSR Permit # \_\_\_\_\_ City Approval By: \_\_\_\_\_ Date: \_\_\_\_\_

## Construction Site Runoff (CSR) Required Information

Subcontractors	Company Name	Contact Name and Telephone
Excavation		
Geothermal		
Foundation		
Flatwork		
Framing		
Plumbing		
Electric		
Mechanical		
Siding		
Painting		
Landscaping		
Drywall		
Masonry		
Pollution Prevention		
Other (specify)		

Pollution Prevention Schedule			Dates (Estimated)
Perimeter Controls			
Silt Fence	Wattle	Other (specify)	
Site Entry & Exit (2" clean rock)			
Inlet Protection			
Concrete Washout			
Lined Pit	Above-Ground Enclosure		
Solid Waste Removal			
Portable Toilet			
Temporary Stabilization			
Immediately if not worked for 14 days or more			
Other (specify)			
Other (specify)			
Ongoing Maintenance			
Permanent Stabilization of Disturbed Areas			
Hydroseed	Sod	Other (specify)	



## Transfer Agreement for Storm Water General Permit No. 2 – Same Authorization

This form is to be used when the buyer of any lots in a development agrees and intends to be solely responsible for compliance under the seller's storm water permit authorization and when the seller will continue to renew the existing storm water permit authorization for the development.

Seller's storm water NPDES General Permit No. 2 authorization number in DNR's storm water database:

\_\_\_\_\_ -- \_\_\_\_\_

Name and location of permitted project as it appears in DNR's storm water database:

\_\_\_\_\_

List lot numbers of all lots transferred, addresses including street names and numbers (if available) and any other information needed to identify the transferred property. Additional pages may be attached if necessary.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Printed or typed name of Seller: \_\_\_\_\_

Printed or typed name of Buyer: \_\_\_\_\_

Seller understands that as of the date of execution of this contract, Seller is solely responsible for renewing the existing storm water permit authorization under the DNR's General Permit No. 2 until soil-disturbing activities on the property described above are completed and the ground has been stabilized with a permanent, perennial vegetative cover of sufficient density to preclude erosion. Seller may discontinue the authorization under General Permit No. 2 for the property described above only 30 days or more after giving Buyer written notice of such intent.

Buyer understands that as of the date of execution of this contract, Buyer is solely responsible for compliance with the DNR's storm water NPDES General Permit No. 2 for discharging storm water under Seller's storm water permit authorization for the property described above. Buyer therefore agrees and intends to comply with all requirements of the storm water NPDES General Permit No. 2 and all other applicable laws, rules, ordinances and permits regarding storm water discharges.

Signature of Seller:

Date:

\_\_\_\_\_

\_\_\_\_\_

Signature of Buyer:

Date:

\_\_\_\_\_

\_\_\_\_\_

**Transfer Agreement for Storm Water General Permit No. 2 – Separate Authorization**

This form is to be used when the buyer of any lots in a development agrees and intends to obtain a storm water permit authorization for the purchased lot(s), separate from the seller's or another's permit authorization.

Seller's storm water NPDES General Permit No. 2 authorization number in DNR's storm water database:

\_\_\_\_\_ -- \_\_\_\_\_

Name and location of permitted project as it appears in DNR's storm water database:

\_\_\_\_\_

List lot numbers of all lots transferred, addresses including street names and numbers (if available) and any other information needed to identify the transferred property. Additional pages may be attached if necessary.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Printed or typed name of Seller: \_\_\_\_\_

Printed or typed name of Buyer: \_\_\_\_\_

Buyer understands that as of the date of execution of this contract, the property described above is no longer covered by an authorization under the DNR's storm water NPDES General Permit No. 2. Buyer also understands that discharging storm water from ground not stabilized with a perennial, vegetative cover of sufficient density to preclude erosion or discharging from any soil-disturbing activity for this property without storm water permit authorization coverage is a violation of state and federal law. Buyer therefore agrees to obtain an authorization under the DNR's storm water NPDES General Permit No. 2 for the property described above if there is ground not stabilized with a perennial, vegetative cover of sufficient density to preclude erosion and prior to commencement of any soil-disturbing activity.

Signature of Seller:

Date:

\_\_\_\_\_

\_\_\_\_\_

Signature of Buyer:

Date:

\_\_\_\_\_

\_\_\_\_\_

*This application commented for guidance only, please complete blank form (page 7) for CSR permit submittal.*

## Construction Site Runoff (CSR) Form

Site Address: \_\_\_\_\_ \*1

Lot No.: \_\_\_\_\_ \*1 Subdivision: \_\_\_\_\_ \*1

Project Description: \_\_\_\_\_ \*2

Owner Type: City / Private / Other, please specify \_\_\_\_\_ \*3

Site Type: Commercial / Residential / Linear / Utility / Other, please specify \_\_\_\_\_ \*3

### Site Owner

Name: \_\_\_\_\_ \*4

Email: \_\_\_\_\_ \*4

Telephone: \_\_\_\_\_ \*4

Street Address: \_\_\_\_\_ \*4

City, State, Zip: \_\_\_\_\_ \*4

### Applicant

Name: \_\_\_\_\_ \*5

Email: \_\_\_\_\_ \*5

Telephone: \_\_\_\_\_ \*5

Street Address: \_\_\_\_\_ \*5

City, State, Zip: \_\_\_\_\_ \*5

### IDNR NPDES GP2

\*6

Does the site require coverage under Iowa Department of Natural Resources (IDNR) National Pollutant Discharge Elimination System (NPDES) General Permit #2 (GP2)? *If yes, complete this section. If no, skip and move onto next section.*

NPDES GP#2 number \_\_\_\_\_

	Yes	No	N/A
Transfer of Responsibility form			
NPDES Permit Authorization from IDNR			
Notice of Intent to IDNR			
Proof of Publication to IDNR			
Permittee SWPPP			
Contractor Certifications			
Protecting Iowa's Waters Joint Application Form			

### Document Certification

\*7

By signing this document, the applicant understands:

1. This CSR must be approved prior to any land disturbing activity.
2. The controls indicated on the site plan provided must be in place, maintained, and changes recorded.
3. Prior to any land disturbing activities (unless required to install the controls), the site must be inspected by the enforcement official and the controls must have passed.
4. By signing, the Owner and Applicant assume all responsibility for the CSR and any amendments added to the plan by the City at any time.

I have read and understand the conditions of this application and I am authorized to agree and attest to all the conditions and all their particulars. I certify the information submitted comply with the requirements of the Construction Site Erosion and Sediment Control Ordinance 8-4B of the City of Waterloo's Code of Ordinance.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### City Staff Use Only

\*8

CSR Permit # \_\_\_\_\_ City Approval By: \_\_\_\_\_ Date: \_\_\_\_\_

## Construction Site Runoff (CSR) Required Information

\*9

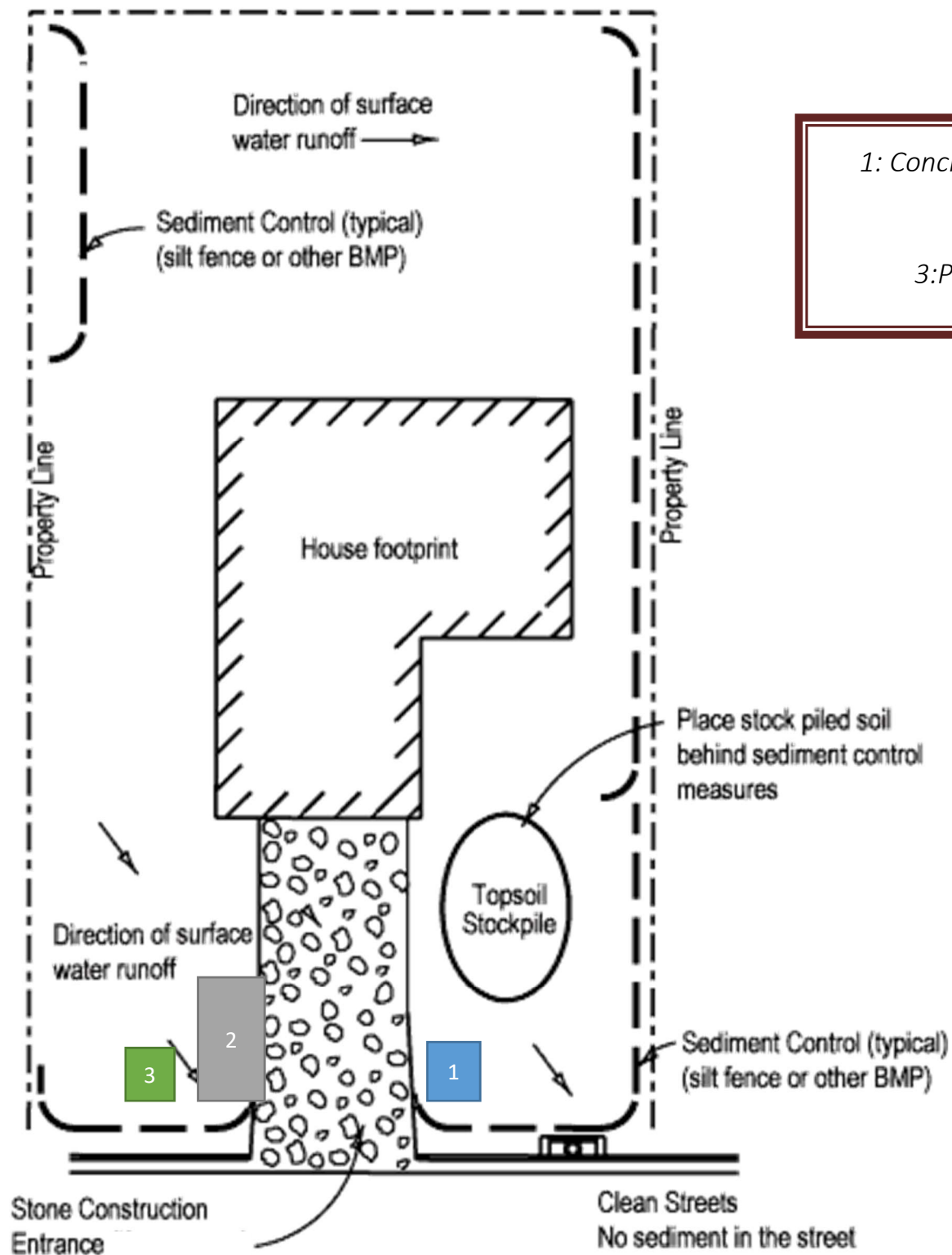
Subcontractors	Company Name	Contact Name and Telephone
Excavation		
Geothermal		
Foundation		
Flatwork		
Framing		
Plumbing		
Electric		
Mechanical		
Siding		
Painting		
Landscaping		
Drywall		
Masonry		
Pollution Prevention		
Other (specify)		

Pollution Prevention Schedule			Dates (Estimated)
Perimeter Controls			
Silt Fence	Wattle	Other (specify)	*10
Site Entry & Exit (2" clean rock)			*11
Inlet Protection			*12
Concrete Washout			
Lined Pit	Above-Ground Enclosure		*13
Solid Waste Removal			*14
Portable Toilet			*14
Temporary Stabilization			
Immediately if not worked for 14 days or more			*15
Other (specify)			*16
Other (specify)			
Ongoing Maintenance			
Permanent Stabilization of Disturbed Areas			*17
Hydroseed	Sod	Other (specify)	

## **Comments:**

- \*1: Provide the street address, lot number and subdivision name of the location of earth disturbing activities.
- \*2: Insert a brief description of the project goal or nature of activity (e.g. new home build).
- \*3: Circle the type of owner and type of site. If neither is listed, please specify.
- \*4: Provide the name and contact information of the site owner.
- \*5: Provide the name and contact information of the person applying for the permit. This individual is authorized to act on behalf of the owner and is the main point of contact for the project. This should be either the prime contractor, site superintendent, or project manager. This individual must have proper storm water qualifications for this permit to be valid. If unsure whether you are a qualified individual, contact the storm water specialist for more information.
- \*6: Indicate whether the site will require coverage under an IDNR General Permit #2 (GP2) Authorization. Site will require GP2 coverage if the potential disturbed area will be equal or greater than 1 acre, or if the site is part of a larger common plan of development which requires coverage. For assistance determining the need for coverage, contact the City of Waterloo Engineering Department.
- \*7: This section requires a signature by the owner and applicant so they are aware of the CSR permit requirements and are signing that they have read and understand the CSR permit requirements.
- \*8: This section to be completed by City of Waterloo Engineering Department staff.
- \*9: Enter the name and contact information of parties who will be working on site.
- \*10: Identify what form of perimeter control will be used on the site by circling the appropriate control from the list in the left column. In the right column, indicate the intended date of installation.
- \*11: Indicate the intended date of installation for the stabilized construction entrance.
- \*12: Identify inlet protection to be used (i.e. filter sock, inlet basket, etc.) and indicate the intended date of installation.
- \*13: Circle the intended form of concrete washout containment from the left column or indicate other method. In the right column, state the intended date of installation.
- \*14: Indicate the intended date of installation for the portable toilet and waste management controls.
- \*15: Sites covered by GP2 authorizations must provide immediate temporary stabilization for any areas of exposed soils which will be unworked for 14 days or more. Indicate the form of temporary stabilization that will be used. Examples of temporary stabilization include mulch, hydro-mulch, or matting.
- \*16: Identify any alternate or additional controls not yet specified and their intended date of installation.
- \*17: Indicate the method of final stabilization by circling all appropriate measures listed in the left column. In the right column, specify the intended date of completion.

# EXAMPLE OF SITE PLAN



1: Concrete Washout

2: Dumpster

3: Portable Toilet

## Construction Site Erosion and Sediment Control Inspection

Project Site:		Date/time:	Type of Inspection: <input type="checkbox"/> Complaint Inspection <input type="checkbox"/> Random <input type="checkbox"/> Weekly Routine <input type="checkbox"/> Storm Related <input type="checkbox"/> Return Compliance		Description of construction phase: _____ _____
Project Owner:		Weather:			
Prime Contractor:		Phone:			Type of construction site: <input type="checkbox"/> City <input type="checkbox"/> Private <input type="checkbox"/> Other Public
Primary Contact:		Phone:			
NPDES Permit:		Local Permit:	Inspector Name and Qualifications		

Stormwater Pollution Prevention Plans	Yes	No	NA	Note any problems identified and actions taken:
Plans located on-site or at approved designated area				
Site controls listed in SWPPP in place				
SWPPP updated to reflect site and control changes				
Project schedule is being followed				
Site Inspection documentation available and current				
<b>Objective   keep any sediment on site</b>				
Controls at all downslope perimeters?				
Are soil stock piles in appropriate locations and covered, mulched, or vegetated?				
Are all discharge points free of any noticeable pollutants?				
Are areas stabilized within 14 days of last disturbance?				
Date of last disturbance:				
Is any on-site traffic properly routed, with parking and storage restricted to designated areas?				
Are all sediments, mud, and debris being kept from public roads? Provisions in place to prevent mud tracking off site?				
<b>Objective   non-stormwater concerns</b>				
Dust control measures implemented where appropriate				
Description of control:				
Concrete washout contained with locations clearly marked and maintained.				
Are materials, supplies, chemicals, portable toilets, fuel tanks, paints, solvents, and trash in approved areas and protected from erosion or spills?				
Are clean-out, storage, and maintenance areas for material handling equipment clean and free of spills and leaks.				
<b>Objective   in summary</b>				
Are erosion and sediment control devices in place and functioning according to the SWPPP?				
Have all temporary control structures that are no longer needed been removed?				
Is the site adequately stabilized at this time?				

Erosion and Sediment Control	Effective			Erosion and Sediment Control	Effective		
	Yes	No	NA		Yes	No	NA
Stabilized construction entrance				Inlet protection			
Temporary seeding				Check dam			
Permanent seeding				Diversion structure			
Surface roughening				Triangular site dike			
Grass channel				Level spreader			
Other flow channel protection (specify)				Vegetative filter strips			
Temporary slope drain				Silt fence properly installed and maintained			
Sodding				Silt fence adequate for tributary area			
Mulching				Sediment trap			
Rolled erosion control products (RECPs)				Sediment basin			
Turf reinforcement mats				Outlet protection			
Geotextile				Dust control			
Compost blankets				Flocculants			
Compost sock				Flow transition mats			
Wattle				Other:			
Compost filter berm							

**Notes:**

- Any deficiencies found shall be corrected within 3 days of discovery
- Reports are to be made available to any enforcement officer within 3 hours of request
- Reports must be completed every 7 calendar days
- Inspection reports and all other SWPPP documentation must be retained for 3 years following the filing of Notice of Discontinuation

**Inspection comments & required actions:**

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**Certification**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

\_\_\_\_\_  
Inspector's Signature

\_\_\_\_\_  
Date