

Appendix J

Land Disturbance Ordinance

MEETING AGENDA

Major Elements

1. Erosion Control Plan
2. Revegetation Bond

Personnel

1. Name of Owner Representative responsible for implementation and inspection of erosion control elements
2. Name of Project Manager
3. Name of Construction Representative responsible for the implementation and inspection of erosion control elements
4. Names of Subcontractors
5. Change of personnel

Construction Progress

1. Time and frequency of construction meetings
2. Construction sequencing plan (projected dates)
 - Mobilization
 - Initial disturbance per sub area
 - Sediment controls installed
 - Temporary/permanent seeding
 - Completion of project
 - Final stabilization

Scope of Work

1. Area of disturbance identified
2. Subareas identified

Best Management Practices

1. Limits of disturbance identified
2. Construction entrance
3. Concrete disposal area (notification of concrete supplier)
4. Staging areas
5. Refueling areas

6. Storm drainage patterns and design during construction
7. Sedimentation traps
8. Sedimentation basins capacity and design
9. Protection barriers for stockpile areas for soil
10. Dust control
11. Temporary seeding
12. Permanent seeding

Maintenance Schedule

1. Inspection sheet – A copy of inspection will be given to:
 - Construction office
 - Project Manager
 - City Inspector
2. Scheduled inspections
 - The end of each scheduled work week (one per week minimum)
 - After a Best Management structure is maintained
3. Non-scheduled inspections
 - Within 24-hours prior to anticipated rainfall event
 - Immediately following a rainfall event
 - Daily – in the event of heavy snow melt

Land Disturbance Preconstruction Notes

This notice is to familiarize the permittee, contractors and subcontractors with the general sediment controls and storm water management requirements of all projects. Site-specific requirements contained on the City approved construction plans are in addition to these requirements. Please review your plans and permit thoroughly.

1. Read and follow the sequence of construction shown on the approved plans. Any modification to this sequence must be obtained from the City inspector prior to deviating from the sequence of construction.
2. The limits of disturbance must be field marked prior to any land disturbance.
3. The sediment control measures must be installed prior to or the day of the beginning of land disturbance.
4. Provisions to control dust are to be on-site and operational prior to any land disturbance.
5. A land disturbance preconstruction meeting is required to be held prior to any land disturbance.
6. At the land disturbance preconstruction meeting, a review of the area disturbance and the proposed vegetation to be removed will be reviewed and approved by the City inspector.
7. The permittee must obtain written approval from the City inspector certifying that the limits of disturbance, dust control measures and tree protection are correctly marked and installed or ready to implement prior to commencing any land clearing.
8. The permit is for clearing activities only. Written approval from the City must be obtained prior to any grading work or site development (typically given at the site development preconstruction meeting). A work stop will be issued immediately if grading proceeds without written approval from the City.
9. Sedimentation facilities will remain in good working order through the entire project and until all disturbed soils has been stabilized to prevent erosion. Written approval must be obtained by the City inspector certifying all disturbed areas.
10. All disturbed areas will be reestablished as per the City's effective planting plan within 21-days of reaching final grade.
11. Sedimentation basins and storm water management facilities require mandatory, periodic inspections throughout the construction and until all disturbed areas have been stabilized.
12. Inspection of sedimentation basins and storm water management facilities require regular inspections of not less than 7-days or within 24-hours of a stormwater event or a snow melt. Inspections will be documented by submitting the Land Disturbance, Inspection and Maintenance form. Failure to fill out and submit this form to the City's inspector will result in the issuance of a work stop order until the form has been submitted. Work stop order will not be released until a field inspection by the City's inspector and permittee has been held.

