



Shelbyville, KY
Stormwater Best Management Practices

January 2013

Appendix E

City of Shelbyville
Contractor Certification
&
Example Inspection Reports

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, 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.

Signature: _____ Date: _____

CONTRACTOR'S CERTIFICATION

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the storm water discharges associated with industrial activity from the construction site identified as part of this certification.

Name:

Title:

Responsible for:

Company Name:

Address:

Phone:

City of Shelbyville Site Inspection Checklist

General Information

Project Name: _____ Date: _____

KYR10 Permit Number: _____

Project Location: _____

Contractor: _____ Contractor Representative: _____

Inspector's Name: _____ Title: _____

Signature : _____

Weather Conditions: _____

Rain Since last Inspection: _____ Rain Gauge on site: _____

Phase of Construction: _____ (Clearing, Rough Grading, Building Const, Paving, Etc.)

Project Area Summary and Disturbed Soil Size Limits

Total Project Area _____ Acres

Field Estimate of Inactive Disturbed Soil Limits _____ Acres

Field Estimate of Active Disturbed Soil Limits _____ Acres

Field Estimate of Area with Temporary Stabilization _____ Acres

Field Estimate of Area Meeting Final Stabilization Requirements: _____ Acres

City of Shelbyville Inspection Checklist

Requirement	N/A	Yes	No	Location/Improvements Recommended/Date for Corrective Action
1.0 Site Assessment				
1.1 Are the NOI and SWPPP on site?				
1.2 Is the proper sign posted at the site entrance per the SWPPP?				
1.3 Is the SWPPP, posted on site, up to date with all applicable changes?				
1.4 Are copies of the inspection reports kept in the site office?				
1.5 Are construction limits clearly flagged or fenced?				
1.6 Important trees and assoc. rooting zones, on-site septic absorption fields, ex. Vegetated areas suitable for filter strips have been flagged for protection				
1.7 Clean stormwater has been diverted from areas to be disturbed.				
2.0 Temporary Stabilization				
2.1 Are there any areas of the site that are disturbed, but will likely lie dormant for over 21 days				
2.2 Have all dormant, disturbed areas been temporarily stabilized in their entirety?				
2.3 Have all disturbed areas outside of the silt fence been seeded or mulched?				
2.4 Have soil stockpiles that will sit for over 21 days been stabilized?				
2.5 Has seed and mulch been applied at the proper rate? (In general, seed is applied 3 to 5 lbs per 1000 sq. ft and straw mulch is applied at 2-3 bales per 1000 sq. ft)				
2.6 Has seed or mulch blown away? If so, repair				

City of Shelbyville Inspection Checklist

Requirement	N/A	Yes	No	Location/Improvements Recommended/Date for Corrective Action
3.0 Construction Entrances				
3.1 Are all entrances constructed per the SWPPP design (geotextile fabric, correct stone 2-in. dia. & 6-in depth				
3.2 Are the entrances useable width and length minimum of 10 feet and 50 feet, respectively				
3.3 If the entrance is on a slope, has a diversion berm been constructed across the entrance to divert runoff away from the street or water source?				
3.4 If the entrance is placed across a ditch, is the culvert pipe allowing proper flow and in good condition?				
3.5 If a truck wash is required to prevent track out, is it operating correctly?				
4.0 Sediment Ponds				
4.1 Is the sediment pond installed and appropriately sized per the SWPPP (67 cubic yards per acre of total drainage area)?				
4.2 Are concentrated flow of runoff directed to a sediment pond?				
4.3 Is sheet-flow runoff from drainage areas that exceed the design capacity of silt fence (generally 0.25 acres or larger) directed to a sediment pond?				
4.4 Is runoff begin collected and directed to the sediment pond via the storm sewer system or via a network of diversion berms and channels?				
4.5 Are the embankments of the sediment pond and the areas that lie downstream of the pond been stabilized				
4.6 For sediment basins that dewater 100% between storms, is the riser pipe wrapped with chicken wire and double wrapped with geotextile fabric?				
4.7 Does the riser have 1-inch diameter holes spaced 4 inches apart, both horizontally and vertically?				

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Requirement	N/A	Yes	No	Location/Improvements Recommended/Date for Corrective Action
4.8				For sediment basins that dewater 60% between storms, is the diameter of the dewatering hole per the SWPPP?
4.9				For sediment traps, is there geotextile under the stone spillway and is the spillway saddle shaped?
4.10				For sediment traps which dewater 100% between storms, is the diameter of the dewatering hole per the SWPPP?
4.11				Is the length-to-width ratio between inlet(s) and outlet at least 2:1? Note: If not, a baffle should be added to lengthen the distance?
4.12				Is the depth from the bottom of the basin to the top of the primary spillway no more than 3 to 5 feet?
4.13				For a modified storm water pond being used as a sediment pond, is the connection between the riser pipe and the permanent outlet water-tight?
4.14				Was the basin installed prior to grading the site?
4.15				Is it time to clean-out the sediment pond to restore its original capacity? Generally, sediment should be removed once the pond is half-full. Stabilize the dredged sediments with seed and mulch.
5.0				Silt Fence
5.1				Is the fence at least 4" to 6" into the ground?
5.2				Is the install trench backfilled to prevent runoff from cutting underneath the fence?
5.3				Is the fence pulled tight so it won't sag when water builds up behind it?
5.4				Are the ends brought upslope of the rest of the fence so as to prevent runoff from going around the ends?
5.5				Is the fence placed on a level contour? If not, the fence will only act as a diversion?
5.6				Have all the gaps and tears in the fence been eliminated?
5.7				Is the fence controlling an appropriate drainage area?
				RULE OF THUMB: Design Capacity for 100 linear feet of silt fence is 0.5 acres for slopes <2%, 0.25 acres for slopes 2% to 20%, & 0.125 acres for slopes 20% or more. Generally, no more than 0.25 acres should lie behind 100 feet of fence at 2% to 10% slope, i.e., the distance between the fence and the top of slope behind it should be not more than 125 feet. The allowable distance increases on flatter slopes and decreases for steeper slopes. Note Areas where repairs or maintenance is needed.

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Requirement	N/A	Yes	No	Location/Improvements Recommended/Date for Corrective Action
6.0 Inlet Protection				
6.1 Does water pond around the inlet when it rains?				
6.2 Has the fabric been replaced when it develops tears or sags?				
6.3 For curb inlet protection, does the fabric cover the entire grate, including the curb window?				
6.4 For yard inlet protection, does the structure encircle the entire grate?				
6.5 Is the fabric properly entrenched or anchored so that water passes through it and not under it?				
6.6 For yard inlet protection, is the fabric properly supported to withstand the weight of water and prevent sagging? The fabric should be supported per the SWPPP, typically by a wood frame with cross braces.				
6.7 Is there accumulated sediment at the inlet that requires removal?				
7.0 Permanent Stabilization				
7.1 Are any areas at final grade?				
7.2 Has the soil been properly prepared to accept permanent seeding?				
7.3 Has seed and mulch been applied at the appropriate rate?				
7.4 If rainfall has been inadequate, are seeded areas being watered?				
7.5 For drainage ditches requiring matting per the SWPPP, have the correct products been installed?				
7.6 Has rock riprap been placed under all storm water outfall pipes to prevent scouring in the receiving stream or erosion of the receiving channel?				
7.7 For sites with steep slopes or fill areas, is runoff from the top of the site conveyed to the bottom of the slope or fill area in a controlled manner so as not to cause erosion?				

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Requirement	N/A	Yes	No	Location/Improvements Recommended/Date for Corrective Action
8.0 Non-Sediment Pollution Control				
8.1 Has the designated area for washing out concrete trucks been noted on the SWPPP and identified on site? (Washing must be contained on site within a bermed area until they harden. The washings should never be directed toward a watercourse, ditch, or storm drain.)				
8.2 Is waste and packaging disposed of in a dumpster?				
8.3 Are fuel tanks and drums of toxic and hazardous materials stored within a diked area or trailer?				
8.4 Are streets swept as often as necessary to keep them clean and free from sediment and track out debris? Note: Sediment should be swept back onto the lot, not down the storm sewers or off the development.				
8.5 Are stockpiles of soil or other materials stored away from any watercourse, ditch or storm drain?				
8.6 Have stream crossings been constructed entirely of non-erodible material?				
8.7 If an area of the site is being dewatered, it is being pumped from a sump pit or is the discharge directed to a sediment pond?				

NOTE: If you must lower ground water, the water may be discharged to the receiving stream as long as the water remains clean. Be sure not to co-mingle the clean ground water with sediment laden water or to discharge it off-site by passing it over disturbed ground.

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Requirement	N/A	Yes	No	Location/Improvements Recommended/Date for Corrective Action
9.0 Outflow or Discharge Point(s)				
9.1 Does the appearance of run-off or storm water flow indicate the current BMPs are effective?				
10.0 Enforcement Activity				
10.1 Have the proper actions been taken regarding previous deficiencies or violations if applicable?				
10.2 What, if any, enforcement activity is required as a result of this inspection?				
No action				
Negotiated compliance				
Notice of Violation				
Stop Work Order				
Fines				
Civil Action				
10.3 Follow up Inspection Date:				

I certify that the information in this inspection checklist is true, accurate, and complete. I am aware that there are significant penalties for falsifying any information in this inspection checklist.

Print Inspector's Name

Signature

Date: _____