

Revised July 24, 2006

NOTICE TO INDUSTRY

**MAJOR LAND DISTURBANCE
PERMIT HOLDER'S SPECIAL INSPECTOR**

The St. Louis County Land Disturbance Code requires that major land disturbance permit holder's provide a qualified inspector (referred to herein as the "Major Land Disturbance Special Inspector"), to conduct regular inspections of land disturbance sites, including all erosion and sediment and other pollutant control measures, outfalls, and off-site receiving waters in accordance with the inspection schedule outlined in the approved Storm Water Pollution Prevention Plan (SWPPP). Regular inspections must be conducted and reported at least once per week. In addition, Special Inspections must be conducted and reported within 72 hours of a heavy rain, and as related to other special land disturbance concerns.

***Note:** Under conditions where work is closed down for extended periods of time and/or at the close of the construction season the frequency of regularly scheduled inspections may be modified by the County Department of Public Works. Such modifications will need to be pre-authorized in writing prior to taking effect.*

The purpose of the Major Land Disturbance Special Inspector is to ensure proper installation, operation and maintenance of Best Management Practices (BMP) and to determine the overall effectiveness of the Storm Water Pollution Prevention Plan (SWPPP) as well as the need for additional control measures. All regular weekly inspections must be documented in written form on regular weekly reports with copies submitted to the Department of Public Works no later than Friday of the week following inspections and must include the information shown on the weekly report prescribed by the Dept. of Public Works.

The Major Land Disturbance Permit Holder and his Special Inspector shall also be responsible to:

1. Notify the site contractor(s) responsible for any deficiencies identified so that deficiencies can be corrected within seven calendar days of the weekly inspection report. Such weekly inspection reports shall identify deficiencies as well as progress in correcting deficiencies.
2. Notify all contractors and other entities (including utility crews, County employees, or their agents) that will perform work at the site, of the existence of the Storm Water Pollution Prevention Plan (SWPPP) and what actions or precautions shall be taken while on site to minimize the potential for erosion and the potential for damaging any Best Management Practices (BMP);
3. Determine the need for and establish training programs to ensure that all site workers have been trained, at a minimum, in erosion control, material handling and storage, and housekeeping;
4. Provide copies of the Storm Water Pollution Prevention Plan (SWPPP) to all parties who are responsible for installation, operation or maintenance of any Best Management Practices (BMP); and
5. Maintain a current copy of the Storm Water Pollution Prevention Plan (SWPPP) and permit inspection card on the site at all times.

REVISED JULY 24, 2006

- Notes:
- a. The County permit inspection card shall be weather protected, readily visible and accessible to County inspector(s).
 - b. The Storm Water Pollution Prevention Plan shall be weather protected and accessible to County inspector(s) and the Major Land Disturbance Special Inspector.
6. Notify the Department of Public Works at least 24 Hours before the following activities by phoning the automated inspection request (314)615-4677.
- a. Start of construction
 - b. Installation of sediment and erosion measures
 - c. Completion of site clearing
 - d. Completion of rough grading
 - e. Completion of final grading
 - f. Close of the construction season
 - g. Completion of final landscaping

Note: The Permit Holder's Special Inspector shall also arrange to meet with the County inspector at the job site for inspection (a) above, and any subsequent inspection requested by the County. This is done by calling the commercial inspection section for commercial and multiple family related projects at (314) 615-3724 and the residential inspection section for single and 1 & 2 family related projects at (314) 615-3721.

The Land Disturbance Code requires that the "Major Land Disturbance Special Inspector" be a Missouri Licensed/Registered Professional Engineer or Land Surveyor or other person or firm knowledgeable in the principles and practices of erosion and sediment control including the Best Management Practices described in the Land Disturbance Code.

The Dept. of Public Works website www.stlouisco/pubworks/com contains a listing of special inspectors that have been previously approved for various major land disturbance projects. The permit applicant may choose any of the listed special inspectors that he feels will best serve his project needs. The permit applicant may also choose another qualified special inspector. Attachment A of this notice is an application for approval and/or registration as a permit holder's "Major Land Disturbance Special Inspector". Two copies of this application must be filed in and approved by the Dept. of Public Works, prior to release of major land disturbance permits or clearances authorizing land disturbance activities.

Standard forms for reporting weekly inspections related to heavy rain events and other special concerns can be obtained in the office of the Director of Public Works. For further questions concerning this notice, you may contact Vernon Phillips, Chief Commercial Building Inspector at (314) 615-7139 or Steve Larson, Chief Residential Building Inspector at (314) 615-7821.

Additional information concerning the Land Disturbance Code can be found on the St. Louis County Department of Public Works website: <http://www.stlouisco/pubworks.com> the St. Louis County Department of Planning website: <http://www.stlouisco.com/plan> and the St. Louis County Department of Highways & Traffic website: <http://www.stlouisco.com/hwyweb>



Attachment "A"
Major Land Disturbance
Special Inspector Approval Application Form

Check Applicable Box(s)

Requested Approval

- I/we hereby request approval to perform the duties and responsibilities of the Major Land Disturbance Special Inspector for the major land disturbance known as...
I/we hereby request pre-approval and registration to perform the duties and responsibilities of a Major Land Disturbance Special Inspector on projects regulated by St. Louis County. I have enclosed the \$22.00 processing fee.

Statement of Qualifications

- I am a Missouri Licensed/Registered Professional Engineer or Land Surveyor, experienced and knowledgeable in the principals and practices of erosion and sediment control...
We are a Missouri Licensed/Registered Professional Engineering or Land Surveying firm that is experienced and knowledgeable in the principles and practices of erosion & sediment control...
I am experienced and knowledgeable in the principals and practices of erosion and sediment control...
We are a firm that is experienced and knowledgeable in the principals and practices of erosion and sediment control...

Experience References

Enclosed are project descriptions, dates and names, telephone numbers and fax numbers of reference individuals who have knowledge of my/our field inspection and/or supervisory functions related to erosion and sediment control including Best Management Practices for three (3) large land disturbance projects.

Signatures & Data Concerning Applicant(s)

Name: (Company) (Individual) Title:
Signature: Date:
Address: (#, Street, City, State, Zip)
Telephone (normal hours): Emergency (24 hours):
Email: Fax:

Approval/Disapproval - Department of Public Works

Reviewed and:

- Approved by: Disapproved by:

(printed) (signature and Date)

- Comments: (see attached comments)

Submit original signed copy to the Public Works:

Residential Inspect. Section for Resid. Land Disturbances or Commercial Inspect. Section for Comm. Land Disturbances
Lawrence K. Roos Building 41 S. Central Avenue (6th Floor) St. Louis, MO 63105



MAJOR LAND DISTURBANCE
SPECIAL INSPECTOR'S WEEKLY INSPECTION REPORT

Project Name: _____

Public Works Inspection Permit Number: _____ (report will be returned if seven digit permit number is not included)

Inspection Date(s): _____

Inspected By: _____ (Individual) (Company)

Phone #: _____ Emergency Phone (24 hr) #: _____

Email: _____ Fax: _____

Check Those Items that are Applicable to this Phase of the Land Disturbance

Items of Concern

Inspection Results

[] Sediment leaving the land disturbance site.

[] Site in compliance with Land Disturbance Code/Approved Plans
[] Correction of deficiencies required. See attached comments/descriptions
[] Deficiencies from previous report () Corrected; () Not corrected. See attached comments/descriptions

[] Off-site erosion caused by land disturbance activity.

[] Site in compliance with Land Disturbance Code/Approved Plans
[] Correction of deficiencies required. See attached comments/descriptions
[] Deficiencies from previous report () Corrected; () Not corrected. See attached comments/descriptions

[] Protection of operational storm drain inlet(s). Protection from sediment entering storm drain system.

[] Site in compliance with Land Disturbance Code/Approved Plans
[] Correction of deficiencies required. See attached comments/descriptions
[] Deficiencies from previous report () Corrected; () Not corrected. See attached comments/descriptions

[] Mud on paved roadways. Installation, maintenance & protection of vehicle wash down areas.

[] Site in compliance with Land Disturbance Code/Approved Plans
[] Correction of deficiencies required. See attached comments/descriptions
[] Deficiencies from previous report () Corrected; () Not corrected. See attached comments/descriptions

[] Installation & maintenance of other necessary BMP's.

[] Site in compliance with Land Disturbance Code/Approved Plans
[] Correction of deficiencies required. See attached comments/descriptions
[] Deficiencies from previous report () Corrected; () Not corrected. See attached comments/descriptions

It is my professional opinion that the land disturbance work being conducted except as specifically identified above and attached is in compliance with the St. Louis County Land Disturbance Code as further identified on the approved plans. I have also attached listings of areas where land disturbance operations have permanently or temporarily stopped.

[] Attached are Further Comments/Descriptions of Deficiencies/Special Problems or Concerns

(Printed Name) _____ Company: _____

(Signature of Inspector)

(Date)

Submit original signed copy NLT Friday of the week following the week of inspection to the Public Works:
Attn: Chief Residential for Resid. Land Disturbances or Chief Commercial Inspector for Comm. Land Disturbances
Lawrence K. Roos Building 41 S. Central Avenue (6th Floor) St. Louis, MO 63105

