



## **BUILDING AND CODES DEPARTMENT**

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### **Montgomery County Construction Site Inspection Policy and Procedure**

Active construction sites in Montgomery County will be inspected monthly unless another inspection interval is deemed necessary by the stormwater coordinator. Spot inspections may occur at any time.

All Erosion Prevention and Sediment Control (EPSC) measures must be properly designed in accordance with the Design and Best Management Practice (BMP) manuals listed in Section 4 of the Montgomery County Stormwater Regulations. All EPSC plans must be designed and approved by a licensed engineer or architect.

BMPs must be installed in accordance with the EPSC plans approved by the Building and Codes Department. Proper EPSC installation and maintenance is the responsibility of the site developer. Alterations to the EPSC plans must be submitted to the Building and Codes Department.

It is the site developer's responsibility to ensure that EPSC measures are adequate for their sites, and that the sites are prepared for storm events. Developers are responsible for EPSC measures and site discharges until the site has been released by the stormwater coordinator and responsibility has been assigned to another party.

Responsibility for EPSC measures may be assigned to other contractors and builders based on the requirements of the Tennessee Construction General Permit.

Failures in EPSC measures must be repaired as soon as possible. Adverse weather, poor site conditions and ignorance of proper procedures are not valid reasons for not maintaining EPSCs.

Site inspections shall be scheduled and conducted when projects reach the following benchmarks:

- Complaints regarding lack of EPSCs or lack of EPSC maintenance
- Prior to any earth disturbance or grading
- Following EPSC control installation
- Following significant rain events or flooding
- After final grading

- After seeding and mulching
- After final stabilization and landscaping, prior to removal of sediment control measures
- Random follow-up inspections of permanent BMPs

Construction sites can be classified as priority sites based on the following criteria:

- The site has the potential for significant environmental impact
- The site drains into impaired waters of the state
- The site developer or landowner has a history of non-compliance with State or County stormwater regulations

Priority sites are required to have a pre-construction meeting with the construction site operators. If a construction contractor changes during the project, the Stormwater Coordinator must be notified and a meeting must be held with the new contractor.

The following is a general inspection checklist. This list is not intended to cover all situations or conditions:

#### **EPSCs**

- Are EPSC measures installed correctly?
- Are the installed EPSCs sufficient to properly limit erosion and prevent sedimentation from being deposited off site?
- Are storm sewer inlet protection measures in place and effective?
- Are EPSCs being properly maintained?

#### **BMPs**

- Are BMPs installed correctly?
- Are BMPs being maintained correctly?
- Are the BMPs adequate to properly limit erosion and prevent sediment from being transported off site?

#### **Trash and Debris**

- Is trash and debris being properly disposed of in a closed or covered container?
- Is trash and debris being washed or blown off the site?

#### **Construction Entrance**

- Is the construction entrance properly sized for the project?
- Is there a geotextile underlayment?
- Is the construction entrance clean (not clogged with mud and debris that can be tracked off site)?
- Is the construction entrance stone properly size for site conditions?
- Is the construction entrance stone being carried off site by traffic?

#### **Materials Storage**

- Are building materials being stored correctly?
- Are materials that have a risk of environmental damage being stored properly?

**Concrete Handling**

- Are the concrete truck washout stations installed correctly?
- Are the washout stations installed in areas that are convenient for use?
- Is the number of washout stations adequate for the project?
- Are the washout stations being maintained properly?

**Equipment Maintenance**

- Is equipment maintenance and fueling being performed in designated areas that limit the chance of environmental damage and of spilled material leaving the site?
- Is there evidence of spills (i.e.: fuel, lubricant or hydraulic fluid) on the site that have not been cleaned up?

**Environmentally Sensitive Areas**

- Are environmentally sensitive areas and water quality buffer zones properly delineated?
- Is there evidence that construction activity is encroaching into these areas?
- Is runoff or wind carrying sediment, trash or construction debris into these areas?
- Are proper precautions being observed in areas with impaired streams?

**Stabilization of Bare Areas**

- Is there evidence of erosion that is not being addressed?
- Have stabilization measures been taken within seven (7) days in places where construction is temporarily or permanently ended?
- Have permanent stabilization measures been started within fourteen (14) days of final grading?
- Has fertilizer been properly incorporated into the soil?
- Is the seed dispersion rate adequate?
- Is mulch applied adequately?
- Are erosion control mats and other stabilization methods properly installed and maintained?
- Is vegetation adequate to prevent erosion?
- Is the contractor following the designed stabilization plan?

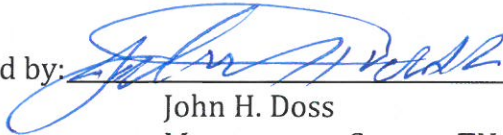
**Site Cleanliness**

- Are streets in the vicinity of the construction site being swept and kept free of mud, gravel and construction debris?

**Montgomery County Construction Site Inspection Policy and Procedure**  
**(Version Dated 1/11/2017)** is approved for use by the Montgomery County, TN  
Stormwater Program. Changes to this document must be submitted to the  
Montgomery County, TN Building and Codes Committee for approval.

Effective Date: 1/12/2017

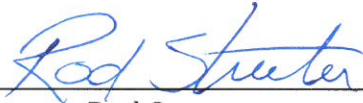
Submitted by: \_\_\_\_\_



John H. Doss  
Montgomery County, TN  
Storm Water Coordinator

Date: 1/11/2017

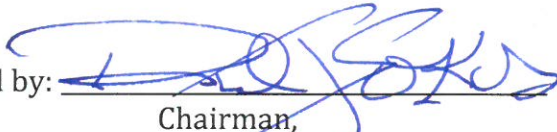
Approved by: \_\_\_\_\_



Rod Streeter  
Montgomery County, TN  
Building Commissioner

Date: 1/11/2017

Approved by: \_\_\_\_\_



Chairman,  
Montgomery County, TN  
Building and Codes Committee

Date: 1/11/2017