

**Table of Contents**

1.2 ADMINISTRATIVE .....2  
1.2.1 Fiscal Surety .....2  
    1.2.1.1 Fiscal Surety Calculations.....2  
1.2.2 Administrative Rules for the Implementation of the SOS Ordinance.....3  
    1.2.2.1 Submittal Requirements for Projects in the Barton Springs Zone.....3  
        A. Water Quality Control Plan for Site Plans and Subdivision  
            Construction Plan Submittals. ....3  
        B. Water Quality Engineering Report. ....4  
        C. Requirements for Preliminary Plans and Final Plats.....4  
        D. Additional Temporary Erosion/Sedimentation Control Requirements.....5  
        E. Fiscal Security (25-8-234). ....6  
    1.2.2.2 General Rules .....7  
        A. Application of SOS Ordinance. ....7  
        B. Exemptions and Limited Adjustments. ....8  
        C. Access for Maintenance and Inspection. ....8  
        D. Transfers of Development Rights.....8  
        E. Water Quality Controls. ....8  
        F. Right of Way Provisions. ....10  
        G. Operating Permit. ....10  
    1.2.2.3 Site Construction Management.....12  
1.2.3 ATTACHMENT A PRE-CONSTRUCTION CONFERENCE FORM  
    ENVIRONMENTAL SITE PROJECT MANAGER INFORMATION .....14

**Index of Tables**

Table 1.2-A .MF and Commercial Development Fiscal Amount Equations .....7

## **1.2 ADMINISTRATIVE**

### **1.2.1 Fiscal Surety**

#### **1.2.1.1 Fiscal Surety Calculations.**

A. Fiscal surety required by the City in conjunction with proposed development projects (subdivision, site plan, or other construction project) shall be calculated in accordance with applicable city policies. The calculations may be prepared using one of three methods:

1. Based on unit cost determined by the City.
2. Based on a current contract or.
3. Determined by a consulting engineer.

The calculations are subject to review and approval by the Director.

B. Unit costs used in estimating construction costs for calculating fiscal requirements shall be as determined by the Director of the Department of Public Works. The Austin Public Works Construction Index (based upon unit prices taken from contracts issued by the City) shall be used to determine the latest rates for construction costs. A list of these unit costs shall be available in the offices of the Watershed Protection and Development Review Department and the Department of Public Works. Unit costs used in calculating erosion/ sedimentation control costs shall be as determined by the Director of the Watershed Protection and Development Review Department. The Erosion and Sedimentation Control costs will be for permanent (i.e. revegetation) and temporary controls and clean-up of fugitive sediment. Refer to Appendix S-1 for unit costs. The fiscal for site clean-up of fugitive sediment is required for sites disturbing more than one acre.

Hydromulch and revegetation costs shall be based on placing topsoil, grading, hydromulching, watering, reseeding (if necessary), and City costs for administering the contract. New unit costs for these items may be posted effective January 1st, April 1st, July 1st, or October 1st each year. The posting of these rates shall not constitute a rules change.

C. The contract for the work required for the project may be used to determine the posting amount. In this case the contract amount plus ten percent shall be the required posting.

D. An estimate prepared and certified by a professional engineer may be submitted to the City as a calculation of the fiscal requirement. The engineer must be experienced in design and construction of public streets, drainage systems, utilities, and/or sitework and construction estimating. The estimate should be based on recent contracts for similar work in the area.

E. The calculation may be prepared by or reviewed and approved by the Director (or his designee) on behalf of other City departments.

## **1.2.2 Administrative Rules for the Implementation of the SOS Ordinance**

These rules shall apply to projects subject to the Save Our Springs (SOS) Ordinance No. 920903-D as codified in the Land Development Code. The acceptance of plans and the acknowledgment by the City that the applicant has provided all the information identified in these rules, shall not be considered approval of, or concurrence with, any specific water quality methodology proposed for pollutant reduction.

### **1.2.2.1 Submittal Requirements for Projects in the Barton Springs Zone**

#### **A. Water Quality Control Plan for Site Plans and Subdivision Construction Plan Submittals.**

Section 25-8-184 of the Land Development Code (LDC) requires that all applications for development include a water quality control plan. This water quality plan must be a construction plan sheet or sheets designated as the "Water Quality Control Plan" and sealed by a registered, professional engineer with experience in water quality control design. The plan shall include the following:

1. All applicable information contained within the previously adopted Watershed Submittal Requirements of the Environmental Submittal Packet for projects subject to requirements of Chapter 25-8, Subchapter A of the Land Development Code;
2. The location of proposed water quality controls, as described in the Engineering Report, which are necessary to meet the pollution prevention requirements described in Section 25-8-514,
3. The delineation of water quality and access easements, or lots, if required, for inspection and maintenance of the water quality controls. Prior to approval of preliminary plans for single family subdivisions, all water quality easements, as well as a conceptual preliminary water quality plan to justify the design of the control must be shown. If retention and irrigation exists or is proposed as part of a water quality control, these areas for irrigation must be clearly identified;
4. Details of proposed water quality controls referenced specifically to the water quality methodology contained in the Engineer's Report. (These details may be provided on a separate plan sheet, if necessary, with appropriate references and cross-sections provided on the Water Quality Control Plan);
5. Sequencing of the project, to include a mid-construction conference for each phase with the Watershed Protection Department staff, which will be coordinated based on completion of buildings, drainage facilities, water quality controls and temporary erosion controls for each phase;
6. Information concerning the pre-construction and mid-construction meetings must appear in the sequence of construction in order to limit the discharge of sediment entering of waterways.
7. A temporary erosion and sedimentation control plan which shows the location of silt fences, rock berms, interceptor swales, etc., to scale (see Section 25-8-181 et seq.). Similarly, the water quality control plan must

The following must be provided on the cover sheet as a standard block.

APPLICABLE WATERSHED ORDINANCE \_\_\_\_\_  
OPERATING PERMIT WHERE APPLICABLE UNDER 25-8-233 \_\_\_\_\_  
WPDR SIGN-OFF AND DATE \_\_\_\_\_

8. Impervious cover calculations based on the net site area and proposed impervious cover for the drainage basin to each control . Any areas proposed for development which do not drain to controls and their respective impervious cover must be identified; and,
9. Specific notes that identify:
  - Pollution prevention measures proposed to satisfy requirements of Sections 25-8-514 of the LDC and the appropriate enforcement mechanisms used (covenants, restrictions, etc.); and,
  - Special conditions required as a result of a "limited adjustment" approved by the City Council, if applicable.

#### **B. Water Quality Engineering Report.**

Section 25-8-514 of the Land Development Code (LDC) requires water quality controls and/or other onsite pollution prevention and assimilation techniques so that no increase occurs in the respective average annual pollutant load of suspended solids, total phosphorous, total nitrogen, chemical oxygen demand, biochemical oxygen demand, total lead, cadmium, fecal coliform, fecal streptococci, volatile organic compounds, total organic carbon, pesticides, and herbicides from the site. To demonstrate compliance with these requirements, the applicant must submit the following additional information in the Engineering Report:

- The methodology and water quality control strategy proposed to achieve the target pollutant load reductions;
- Calculations illustrating the target pollutant loads expected for the proposed development with an accompanying explanation of how these figures were derived;
- Calculations illustrating expected pollutant load reductions for the controls proposed with an accompanying explanation of how these figures were derived; and,
- Special conditions approved by the City for installation or maintenance of proposed water quality controls used to achieve the target pollutant load reductions

#### **C. Requirements for Preliminary Plans and Final Plats.**

Preliminary plans and final plats for single family/duplex subdivisions must show the location of water quality easements for controls. A schematic of the control must be provided. In addition, documentation must be provided which details the method of treatment with calculations based on this treatment methodology which demonstrates that the easement is adequate for the conceptual control.

Preliminary plans or final plats for commercial or multi-family subdivisions which contain public roads must identify the location of water quality controls for the roadways and their easements. Documentation of the location of water quality controls and the easements which contain them for commercial and multi-family lots shall be deferred to the site plan stage.

#### **D. Additional Temporary Erosion/Sedimentation Control Requirements.**

Section 25-8-184 requires additional temporary erosion and sedimentation controls for development projects located within the Barton Springs Zone. The Erosion/Sedimentation Control Plan must include notes that contain the following information:

- Designation of an Environmental Project Manager who is on site >90% of the time, is required to be at the pre-construction and mid-construction meetings, and is responsible for compliance of the temporary erosion and sedimentation controls. This person is responsible for ensuring compliance of the controls during the construction period. Should the Project Manager need to be absent from the site for an extended period (in excess of one week), WPDR personnel should be informed of the name of a designated replacement.
- The temporary erosion and sedimentation control plan must show to scale the location of all temporary and permanent erosion and sedimentation controls, permanent water quality controls and flood controls. Symbols used to show controls must be clear and distinctive.
- Modifications and additions to the approved Erosion and Sedimentation Control Plan must be approved by both the Watershed Protection Department and a registered engineer, employed by the owner.
- The maximum length of time between clearing and final revegetation of a project shall not exceed 18 months, unless extended by the Director of the Watershed Protection Department. Disturbed areas must be maintained to prevent erosion and sediment discharge to any waterways or drainage facilities offsite.
- (This does not affect the expiration of the site plan or building permit. This requirement applies to sites that have suspended work and are experiencing erosion control problems due to disturbed soil conditions).
- It shall be a violation of the Code to allow sediment from a construction site to enter a waterway due to a failure to maintain the required erosion and sedimentation controls or to follow the approved construction sequence.
- All work must stop if a void in the rock substrate is discovered which is 6 inches long or longer 6 inches in diameter or larger; blows air from within the substrate and/or consistently receives water during any rain event. When such a void is discovered it is the responsibility of the Environmental Project Manager to immediately contact a City of Austin Environmental Inspector for further investigation.

At a minimum, the following sequence of construction shall be used for all development in the Barton Springs Zone. The applicant is encouraged to provide any additional details appropriate for the particular development. The owner/operator of the development is responsible for the following:

- Install erosion controls as indicated on the approved site plan.

- Have the Environmental Project Manager contact the Watershed Protection Department to schedule a preconstruction coordination meeting to be held on site.
- Revise erosion controls, if needed, to comply with Inspectors' directives, and review construction schedule relative to the water quality plan requirements and the erosion control plan.
- Install temporary sedimentation ponds and rough grade site.
- Inspect and maintain temporary controls weekly and prior to anticipated rainfall events, and after rainfall events, as needed.
- Have Environmental Project Manager schedule a mid-construction conference to coordinate changes in the construction schedule and evaluate effectiveness of the erosion control plan after possible construction alterations to the site. Participants shall be: the City Inspector, Project Engineer, General Contractor and Environmental Project Manager. Identify anticipated completion date and coordinate final construction sequence and inspection schedule with a City Inspector.
- Clean out permanent controls and install/maintain filter media.
- Complete construction and revegetate disturbed areas, including the removal of any remaining temporary controls, or execute a developers contract for the revegetation along with the engineer's concurrence letter submitted to the City after the engineer inspects the site.

**E. Fiscal Security (25-8-234).**

For development projects in the Barton Springs Zone, additional fiscal security shall be required for all new water quality controls. The fiscal security shall be used to ensure the structural integrity, proper construction, and appropriate operation of the control for at least the first year of operation. The fiscal security shall be posted prior to approval of the subdivision construction plan or site plan and shall be in addition to fiscal postings for temporary erosion controls.

The fiscal security shall be returned to the applicant no earlier than one year after completion of the development, and only upon:

- The receipt of a certified engineering concurrence letter verifying that the controls are constructed in conformance with the approved design, and
- After inspection and approval by the City.

This fiscal shall be calculated according to the following formulas:

**1. Single Family Residential Subdivision**

S.F. Residential Subd. Fiscal Amount = Cost of controls x .10

This fiscal shall not be collected if it is duplicative of general subdivision requirements for fiscal.

**2. Multi-family and Commercial Development**

See the following table for formulae to compute M.F. and Commercial Development Fiscal Amount.

**Table 1.2-A .MF and Commercial Development Fiscal Amount Equations**

<b>Drainage Area of Control</b>	<b>Formula</b>
0 - 1.0 acres	Fiscal = Cost of Controls x .50
>1.0- 5.0 acres	Fiscal = Cost of Controls x .25
>5.0 acres	Fiscal = Cost of controls x .10
0 - 1.0 acres	Fiscal = Cost of Controls x .50

**1.2.2.2 General Rules**

**A. Application of SOS Ordinance.**

The purpose of this section is to clarify the application of the requirements in the SOS Ordinance according to Section 25-8-515, 25-8-516 and 25-8-517.

1. The SOS Ordinance does not apply to development on a single platted lot, or a single tract (legal tract) of land that is not required to be platted before development, if:
  - The lot or tract existed on November 1, 1991, and
  - The development is either:
    - Construction, renovation, additions to, repair, or development of a single-family, single-family attached, or a duplex structure used exclusively for residential purposes, and construction of improvement incidental to that use; or,
    - Commercial or multi-family development of a maximum of 8,000 square feet of impervious cover, including impervious cover existing before and after application for development. A unified development shall qualify for only one exemption, regardless of the number of lots.
    - Developments not subject to the SOS Ordinance must comply with previous watershed ordinances as applicable
2. Development of public, primary or secondary educational facilities must comply with the SOS Ordinance subject to an executed development agreement between the school district and the City, pursuant to Section 212.902 of the Texas Local Government Code. The agreement must be approved by a three-quarter vote of the City Council and must include water quality protection with the goal of achieving the intent of Chapter 25-8, Subchapter A of the LDC.
3. **Expiration of approvals.**  
Expiration of preliminary plans and site plans is set forth in 25-1, 25-5 and 25-8 of the LDC. For purposes of clarifying expiration dates of prior

approvals in the Barton Springs Zone, the effective date of the SOS Ordinance is August 10, 1992.

**4. Subdivision of Single Family/Duplex Developments after November 1, 1991.**

New plats filed after November 1, 1991 and subject to these rules, in the Barton Springs Zone must contain a plat note limiting impervious cover on individual lots so that the impervious cover in the subdivision complies with the impervious cover limits of 25-8-514.

**B. Exemptions and Limited Adjustments.**

Section 25-8-515 states that the requirements of the SOS Ordinance are not subject to the exemptions, special exceptions, waivers, or variances. Adjustments to the application of the SOS Ordinance for a specific project may be granted as set out in Section 25-8-518. Requirements for applications for adjustments are contained in Sections 25-1-251 and 25-1-252. Special exceptions and variances remain available for other provisions of the Land Development Code not included in the SOS Ordinance.

**C. Access for Maintenance and Inspection.**

To provide necessary access for inspection and maintenance required pursuant to LDC Section 25-8-231 and 25-8-233, water quality controls must be contained within a water quality easement or restricted, platted lot. These easements or restricted lots are to ensure that the designated water quality controls may be accessed by the city, are maintained in a functioning condition, and not disturbed by future activities. The easement documents are to clearly communicate to subsequent land owners or lessees that water quality restrictions exist on the property and any alternative use or alteration must be approved by the City.

For a single-family/duplex development, water quality easements are required to be shown on the preliminary plan and final plat. For commercial or multi-family development, water quality easements for water quality controls will be required at the site plan stage. Site plan applications must be accompanied by appropriate easement documents.

**D. Transfers of Development Rights.**

Transfers of development rights are not available for projects subject to the SOS Ordinance in the Barton Springs Zone unless approved by the City Council through the limited adjustment process. All approved transfers must be clearly identified in a chart on the subdivision plans and site plans. The chart must clearly identify the transferring and receiving tracts and must be revised and updated as the plans are revised.

**E. Water Quality Controls.**

The water quality control must achieve the pollution prevention loading standards identified in Section 25-8-514. Requirements for the design of water quality controls to meet the technical standards of the SOS Ordinance (#920903D) are provided in Section [1.6.9](#).

Water quality controls which are to be maintained by the Drainage Utility shall not include pumps or irrigation systems. Single-family/ duplex development

which proposes the use of water quality controls with pumps or irrigation systems must provide a maintenance agreement with the final plat to be approved by the City for these controls and identify the responsible parties.

#### **WATER QUALITY CONTROL REQUIREMENTS FOR DEVELOPMENT TO COMPLY WITH SECTION 25-8-211 AND 25-8-213 OF THE LDC**

**SITUATION 1. No change** in the existing configuration of site improvements, re-surfacing of existing paved parking areas (excavation less than 18 inches) or the remodel of a building within the current footprint or demolition of a building and/or parking

**REQUIREMENT:** No controls required.

**SITUATION 2.** There is a **change** in the sedimentation/configuration and condition of impervious site improvements. This includes buildings, foundations, parking lots, landscape islands and driveways. Drainage patterns and elevations remain the same. Total site impervious cover remains the same or less

**REQUIREMENT:** WQC equivalent to filtration provided to capture a minimum of the first ½" of runoff from the area of development or redevelopment if >5,000 sq. ft.

**SITUATION 3.** Impervious cover is added to a site sedimentation/and results in **5,000 to 8,000 sq. ft.** of total the site **did not** require platting or was platted before November 1, 1991

**REQUIREMENT:** WQC equivalent to filtration provided to capture impervious cover, and either a minimum of the first ½" of runoff from the area of new development, if >5,000 sq. ft. Where controls are required, the capture volume shall be increased above the required ½ inch by 1/10 inch for each 10% increase in gross impervious cover in the area of redevelopment.

**SITUATION 4. Greater than 8,000 sq. ft.** of impervious cover is added to a site **where no impervious cover previously existed.** Either the site did not require platting or was platted before November 1, 1991

**REQUIREMENT:** Provide controls for all areas of development such that no increase in pollutant load occurs

**SITUATION 5.** Impervious cover is added to a site **where no impervious cover previously existed.** The site was platted on or after November 1, 1991

**REQUIREMENT:** Provide controls for all areas of development such that no increase in pollutant load occurs

**SITUATION 6.** Impervious cover is added to a site with **existing** impervious cover, such that **total impervious cover is >8,000 sq. ft.** and no redevelopment occurs. Either the site did not require platting or was platted before November 1, 1991

**REQUIREMENT:** Provide controls for existing and/or proposed areas of development such that no increase in pollutant load occurs

**SITUATION 7.** Impervious cover is added to a site with existing impervious cover, such that total impervious cover is >8,000 s.f.. In addition there is a **change** in the configuration and condition of impervious site improvements. This includes buildings, foundations, the parking lots, landscape islands and driveways.

**REQUIREMENT:** Provide controls such that (a) no increase in load from the site results from the area new of development, and (b) runoff from the area of redevelopment, or an equivalent area is treated in conformance with requirements of (2) above

**SITUATION 8.** Impervious cover is added to a site with **existing impervious** cover. The site was platted on or after occurs November 1,1991

**REQUIREMENT:** Provide controls for existing and/or proposed areas of development such that no increase in pollutant load

#### **F. Right of Way Provisions.**

The provisions of LDC Section 13-2-502(f) (deleted) that provides an exemption for replacement of development lost due to right-of-way condemnation no longer applies to projects in the Barton Springs Zone.

Replacement of commercial development lost due to right-of-way condemnation in the Barton Springs Zone which requires a new site plan application is subject to the SOS Ordinance.

#### **G. Operating Permit.**

These rules shall implement the operating permit requirements for multi-family and commercial development subject to the SOS Ordinance in the Barton Springs Zone. Non-refundable fees for the permits shall be collected in accordance with fee ordinances passed or amended by the City Council.

An operating permit is not required for single-family development. Maintenance of water quality controls acceptable to the City shall be provided for a minimum of one year from the date of construction completion.

#### **General Operating Permit Requirements.**

In the Barton Springs Zone, all new water quality controls for commercial and multi-family sites must obtain an annual operating permit. The owner/operator is responsible for maintenance of the control in accordance with Section 25-8-231 and for annual permit renewal. An operating permit shall be issued upon:

1. The completion of construction, if applicable,
2. Inspection of the control after review of the maintenance plan accompanying the engineer's concurrence letter,
3. Final inspection approval by the WPDR,
4. The issuance of a Certificate of Compliance or a Certificate of Occupancy, if applicable, and
5. Payment of the permit fee.

### **Operating Permit Procedures.**

All water quality controls proposed to satisfy the requirements of Section 25-8-514 must be maintained in accordance with Section 25-8-231 of the Land Development Code, and each permitted facility will be inspected each year by the City to confirm that proper maintenance, as described in the maintenance plan, has occurred prior to renewal of the permit. An operating permit will be required for developed sites with existing water quality controls only when new development or redevelopment occurs.

### **Permit Information Requirements.**

The standard permit application form will include the following components and must be submitted to the City with the site plan for new construction, or no later than 30 days prior to the renewal date shown on an existing permit:

#### **General information:**

- Name and address of the water quality control,
- Name, title and business phone number of owner/operator,
- Single point of contact name and phone number,
- Mailing address of owner/operator,
- Site plan number on file with the City for the facility,
- Previous operating permit number; if applicable,
- Signature block for City approval.

#### **Facility maintenance information to be provided to the City by the applicant:**

- Special conditions required by restrictive covenant, or by agreement as a condition of City approval,
- Maintenance records and date of last maintenance,
- Name of Contractor who performed the required maintenance,
- Results of required maintenance (actions taken, materials removed, disposal location, components replaced), ensuring compliance with Code and,
- Single point of contact name and phone number.

#### **Inspections by City:**

- Compliance with Code and operating permit requirements will be verified by an on-site inspection by the Watershed Protection Department.
- Maintenance inspections will be conducted during normal business hours.

#### **Permit Renewal.**

It is the responsibility of the permittee to apply for renewal of their permit no later than 30 days before the existing permit expires. The application must

be accompanied by payment of the appropriate renewal fee, updated information concerning ownership or facility operation and enforcement status. Upon receipt of all information and fees, including a favorable inspection and maintenance report, the City will renew the permit for a period of one (1) year.

Any repair work or modifications of a control not specified in the maintenance plan will require an engineer's concurrence letter, prior to renewal of the permit.

Permit renewal will be withheld if there is pending enforcement action against the permittee based on any violations of water quality regulations at the site.

**Permit Transfers.**

The transfer of an Operating Permit will require the completion of a new permit application, and must be submitted no later than 30 days after transfer of ownership or operation of the facility.

**Enforcement.**

Failure to comply with provisions in the SOS Ordinance or the terms of the Operating Permit, is a violation of the Land Development Code.

**Public Records.**

The information contained in the permit application is available for public review in accordance with the Texas Open Records Act. Any request for a public record shall be in writing to the Director of the Watershed Protection Department, stating the specific record or records requested to be reviewed.

**1.2.2.3 Site Construction Management**

Section 25-8-184 of the Code requires designation of an on-site Environmental Project Manager responsible for the implementation and ongoing adherence to the approved Water Quality Plan (see Section [1.2.3.1](#)). The Environmental Project Manager is required to be on site >90% of the time during construction activity and is responsible for:

- Coordinating the required pre-construction meeting with an inspector from the Watershed Protection Department;
- Providing the appropriate information on the Environmental Construction Management Information form (Attachment A) at the pre-construction conference;
- Conducting visual inspections of all required controls weekly and after runoff events;
- Contacting the appointed inspection representative of the Watershed Protection Department to obtain approval prior to initiating any proposed major modifications or additions to the approved plans;
- Responding within 24 hours to violations identified by the Watershed Protection Department, and initiating modifications or additions necessary to bring the project into code compliance;

- Revising the approved Erosion and Sedimentation Control Plan and Water Quality Plan in coordination with the project engineer as deemed necessary by the Watershed Protection Department for major modifications to existing controls or installation of additional controls; and,
- Arranging a mid-construction conference with the Watershed Protection Department. This conference will include a discussion of:
  - Erosion control changes necessary for subsequent construction;
  - The completion schedule for water quality controls, buildings, parking lots, utilities and revegetation; and,
  - The anticipated building occupancy schedule, developer contract requirements and remaining site construction completion issues.

The following definitions will be added to the [Glossary](#) of the Environmental Criteria Manual:

**Barton Springs Zone** is defined as watersheds and land area that contribute recharge to Barton Springs as shown on the map prepared by the WPDR.

**Existing impervious cover** is defined as, but not limited to, roads, parking areas, buildings, swimming pools, rooftop landscapes and other impermeable construction covering the natural land surface; on the development site, which existed on the effective date of the applicable watershed ordinance.

**Platted lot** is defined as a lot that has been legally subdivided, complies with the codes and requirements in effect at the time of its approval by the Planning Commission or Director, and is recorded in the appropriate County Courthouse.

**Redevelopment** is defined as the demolition and subsequent reconstruction of impervious cover.

**1.2.3 ATTACHMENT A  
PRE-CONSTRUCTION CONFERENCE FORM  
ENVIRONMENTAL SITE PROJECT MANAGER INFORMATION**

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**PROJECT INFORMATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SITE PLAN #: \_\_\_\_\_

BUILDING PERMIT #: \_\_\_\_\_

ESTIMATED DATE OF BUILDING OCCUPANCY: \_\_\_\_\_

DATE OF MID-CONSTRUCTION MEETING: \_\_\_\_\_

(Site completion check list)

**ENVIRONMENTAL SITE MANAGER INFORMATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

COMPANY: \_\_\_\_\_

TELEPHONE # WORK(\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

TELEPHONE # 24 HR. CALL: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**TEMPORARY ESC CONTRACTOR INFORMATION:**

NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE #: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**E.C.S.D. INSPECTOR INFORMATION:**

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

Telephone #: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_  
**ENVIRONMENTAL INSPECTOR**

\_\_\_\_\_  
**ENVIRONMENTAL SITE MANAGER**