

US EPA ARCHIVE DOCUMENT

Construction Site Stormwater Compliance Workbook

**Applicable to All Construction Sites
Which Disturb ≥ 1 Acre of Land**



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**Rhode Island Department of Environmental Management
Office of Customer and Technical Assistance
235 Promenade Street
Providence, RI 02908-5767
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Questions and/or Comments can be directed to:

RI DEM - Office of Customer and Technical Assistance
235 Promenade Street
Providence, RI 02908-5767
(401) 222-6822

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Section 1.0 Compliance Certification

1.1 What is compliance certification?

In order to improve environmental compliance at less cost to both government and business, you may now self-certify to the Department of Environmental Management (DEM) that you are in compliance with the requirements of the RIPDES Construction Storm Water General Permit (CGP). This approach is intended to help construction site owners and operators understand and document compliance, and in the case of non-compliance, return the site back into compliance per requirements of the CGP. This packet contains instructions and submission materials to self-certify your compliance to DEM.

1. **Applicability:** Construction activities which disturb one (1) or more acres of land and where storm water runoff is directed, via a point source (see RIPDES Rule 3 for the definition of point source), into a separate storm sewer system or into the waters of the State, are required to seek coverage under the CGP. *Regardless of whether or not your permit authorization was granted by a RIDEM Permitting Program (RIPDES, Freshwater Wetlands, or Water Quality Certification Programs), the Coastal Resources Management Council (CRMC), or a town/city which has a Qualifying Local Program that has been formally approved by the RIDEM, compliance with the CGP is mandatory.*
2. **Complying with the CGP:** The key to complying with the CGP centers around the development of, and compliance with, your site's Storm Water Pollution Prevention Plan (SWPPP). A model SWPPP has been developed by DEM and is available at DEM's Office of Water Resources. THE SELF COMPLIANCE CHECKLISTS PROVIDED IN THIS PACKAGE ARE NOT A SUBSTITUTE FOR THE REQUIRED WEEKLY AND POST-STORM INSPECTIONS REQUIRED BY THE CGP. These checklists have been developed to assist site owners and operators understand and comply with all aspects of the CGP during all phases of the construction project. If you determine that your site is not in compliance with a particular requirement, corrective action should be taken and documented on the applicable checklist. If you participate in this self-certification program, three checklist submittals are required and are included in this Compliance Workbook (see Section 2).

1.2 Benefits to participating in the self-certification program:

- useful tool for owner and management to double-check and confirm that all procedures are followed
- the ability to promptly correct environmental violations to assist in preventing an enforcement action including the assessment of penalties,
- better preparation for random or targeted inspections, and
- access to free technical assistance from DEM's Office of Technical and Customer Assistance and URI's Center for Pollution Prevention



Note: Participation in the Construction and Development Storm Water Compliance Program does not guarantee that you will not be subject to a compliance inspection. Both state and federal environmental agencies have been granted regulatory authorities to perform such inspections. These inspections can result in enforcement actions against you and can delay the completion of your project or result in restoration orders if you have violated your permit. Participation in this program will identify deficiencies and better prepare you in the event of an inspection. Keep copies of your checklists and corrective actions to assist you in demonstrating compliance with applicable state and federal regulations.

1.3 What is not covered by the compliance certification

Voluntary compliance self-certification is intended to assist you in maintaining compliance with the CGP, and in some cases specific RIDEM Freshwater Wetlands permit requirements. There may be other State, Federal or Local requirements or permits that apply to your project site such as building codes, local soil and erosion control requirements, fire codes, etc. that are not covered. You must still comply with all requirements relevant to your project.

Section 2.0 Compliance Certification Checklists

2.1 Description of Checklists

Three Compliance Certification Checklists must be submitted to DEM as part of the self-certification program. These checklists must be filled out by a competent individual who understands the terms and conditions of the CGP, the construction site, the site-specific SWPPP, and the environmental responsibilities of construction site owners and operators. These checklists must be signed, submitted to DEM, and copies of all checklists should be kept on site.

1. Start of Construction Stormwater Checklist – DEM Submittal No. 1:

The first of three self certification checklists contains compliance questions which will ensure that all appropriate controls and administrative procedures are in place prior to beginning site disturbance activities. This checklist should be completed within seven (7) days prior to commencing site disturbance activities. This checklist should be submitted to the DEM within seven (7) days after the commencement of site disturbance activities.

2. Active Construction Stormwater Checklist – DEM Submittal No. 2:

This checklist contains a series of compliance questions that will help keep your project and site in compliance with the CGP requirements after construction has begun. This checklist should be completed thirty (30) days after initiating site disturbance activities. This checklist should be submitted to the DEM no later than forty-five (45) days after initiating site disturbance activities.

3. Completion of Construction Stormwater Checklist – DEM Submittal No. 3:

This final submittal contains compliance questions which pertain to the measures required to ensure that your project is completed properly. This checklist must be completed within

thirty (30) days after completion of all land disturbing activities. All disturbed soils at the construction site must be fully stabilized, temporary erosion and sediment control measures must be removed, and all storm water discharges associated with the construction activity must be eliminated prior to completing this checklist. This checklist should be submitted to the DEM no later than forty-five (45) days after the completion of land disturbing activities.

2.2 How do I fill out the compliance certification checklists?

1. Read the CGP and any other permit requirements that may also be applicable to your site to understand the terms and conditions of the CGP and all your other environmental responsibilities.
2. Read each checklist and identify all the questions that apply to your site.
3. At each specified stage of construction, walk through your site with the checklist and identify all the questions where you are already in compliance, and those where you will need to make changes to come into compliance.
4. If you find that you are out of compliance with any condition of your permit, be sure to indicate how and when the non-compliant condition was resolved in the checklist.

2.3 Where do I send the DEM submittals?

DEM Submittals 1, 2, and 3 should be mailed to:

**RI Department of Environmental Management
Office of Customer and Technical Assistance
Construction Stormwater Self-Certification Program
235 Promenade Street
Providence, RI 02908-5767**

2.4 How do I Obtain Additional Copies of this Workbook and the Checklists?

You may download copies of the Construction Site Stormwater Compliance Workbook at the following Internet address:

<http://www.dem.ri.gov/programs/benviron/assist/ms4/index.htm>

If you are unable to download the necessary forms, please contact the RI Department of Environmental Management Office of Customer and Technical Assistance for additional copies at 235 Promenade Street, Providence, RI 02908-5767 or via telephone by calling (401) 222-6822.



2.5 Step-by-step instructions for filling out the checklists

Project Information

The first section of each checklist requires some basic information about the construction site including the personnel and specific entities responsible for compliance.

Self-Certification Compliance Questions

These questions provide DEM with some background information about your construction site and information about whether or not you are following the environmental protection standards and requirements that apply to your project. If you are not in compliance with the requirements on the date(s) you conduct your inspection(s), you must check “No” next to the applicable compliance question, make the required corrective actions, and document the date the corrective actions were completed prior to making a formal submittal to the DEM.

Please note that it is your responsibility to keep your project in compliance with environmental protection requirements at all times. You may be subject to enforcement action if you do not comply with the terms and conditions of your permit.

Certification Statements

The Self Certification Checklists include certification statements that must be signed to pledge that you have the required protocols in place and that you will maintain them to keep your site in compliance with environmental protection standards at all times. The Certification Statements provided in this workbook are preprinted statements which state that the person signing the form:

- has reviewed it,
- believes the information being submitted is true,
- will make sure that protocols are in place that will keep the project in compliance with permit requirements, and
- understands that there may be serious consequences for knowingly submitting false information to DEM.

The statements must be signed by the site inspector, the property owner and the site operator. Any person who signs the form must also print or type his or her name and title on the appropriate lines and date the form.

2.6 Checklists

The three (3) self-certification checklists are included in the following section.



Start of Construction Stormwater – Self-Certification Checklist

Note: This checklist must be completed within seven (7) days prior to commencing ≥ 1 acre site disturbance activities and after protective measures have been installed. This checklist should be submitted to the DEM within seven (7) days after the commencement of site disturbance activities.

Project Information			
Site Name			
Location			
DEM Permit No(s)/Type			
Site Owner		Phone	Email
Site Operator		Phone	Email
Inspection Information			
Inspector Name		Phone	Email
Inspection Date		Start/End Time	
Date Site Disturbance Activities Will Commence			

Section A: DEM Permit General Conditions

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
A1	Did you notify the DEM prior to the commencement of site alterations? (only applies to Wetlands)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A2	Are copies of the permit and the stamped approved plans kept on-site and available for review by DEM?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A3	Did you record the permit/letter of authorization in the land evidence records of the City or Town of your project within 10 days of the receipt of the permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A4	Did you erect or post a sign with the permit number resistant to the weather and at least twelve (12) inches wide and eighteen (18) inches long, which boldly identifies the initials "DEM"? (only applies to Wetlands)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
A5	Have you properly identified and marked the limits of disturbance (LOD) on site as detailed on the approved site plans and ensured that no activity or alterations occur beyond your approved LOD?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

A6	As part of the RIPDES Construction General Permit (CGP), do you have a copy of the Storm Water Pollution Prevention Plan (SWPPP) on site at all times?	<input type="checkbox"/> Yes <input type="checkbox"/> No	IF "NO", YOU MUST NOT BEGIN CONSTRUCTION ACTIVITIES. YOU MUST HAVE A SWPPP BEFORE PROCEEDING. A MODEL SWPPP IS AVAILABLE – CONTACT DEM FOR ASSISTANCE
A7	SWPPP inspections are required at least once every 7 days and within 24 hours after significant rain events (>0.25 inches/day). Are you planning to conduct and document the inspection of all storm water control measures, disturbed areas, areas used for the storage of materials, discharge locations, and locations where vehicles enter or exit the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A8	If site inspections identify and recommend changes to the SWPPP, is there a procedure in place to update the SWPPP no later than seven (7) days from the date of the inspection?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A9	Has a system been established for keeping inspection reports and related records on-site?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A10	If a site operator was recently selected or contact information for the site operator has changed, have you notified the DEM RIPDES Program of the change by submitting a revised NOI form?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Note: Your permit is specifically limited to the project area within the limits of disturbance, as detailed in your approved site plans. If you answered NO to question A5, you may be in violation of your permit conditions. You should contact the Office of Technical and Customer Assistance for further information.

Section B: Erosion and Sediment Control Conditions

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
B1	Have you installed erosion controls to cover all potential erosion hazards on site?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B2	Have you installed sediment controls in all disturbed side slopes and downslopes that may direct runoff to adjacent properties or water bodies?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B3	Have you made provisions for wind erosion and dust control?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B4	Have you made sure that nearby storm drains are protected to prevent any sediment/pollutants from entering the drains?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B5	Have material stockpiles been stabilized or isolated?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B6	Are plans and materials in place to ensure that soil erosion and sedimentation controls will be installed to protect post construction Best Management Practices prior to bringing them online?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B7	Will construction activities be phased properly to avoid compacting soil during construction, particularly in the location of infiltrating stormwater practices and qualifying pervious areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Section C: Other Controls Checklist

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
C1	Does the construction site have graveled access entrance and exit drives as well as parking areas that comply with requirements outlined in the RI Soil Erosion & Sediment Control Handbook?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
C2	Do you have containers in place for the storage and disposal of waste material?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C3	Do you have hazardous materials spill kits in place with enough materials to adequately prevent spills from entering any storm water drainage systems?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C4	Are allowable non-storm water discharges visually observed and recorded in accordance with Part II of the RIPDES Construction General Permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C5	At the end of each working day, do you plan to clean up properly to minimize exposure of all debris and trash to precipitation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Certification statement:

"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, or 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."

Print Inspector Name:**Inspector Signature:****Date:**

The Site Operator acknowledges the completion of this checklist, and understands the requirements set forth in the RIDEM RIPDES Construction General Permit.

Print Operator Name:**Operator Signature:****Date:**

The Site Owner acknowledges the completion of this checklist, and understands the requirements set forth in the RIDEM RIPDES Construction General Permit.

Print Owner Name:**Owner Signature:****Date:**

Active Construction Stormwater – Self-Certification Checklist

Note: This checklist should be completed thirty (30) days after initiating site disturbance activities ≥ 1 acre. A copy of this completed checklist should be submitted to the DEM no later than forty-five (45) days after initiating site disturbance activities.

Project Information			
Site Name			
Location			
DEM Permit No(s)/Type			
Date Site Disturbance Commenced			
Site Owner		Phone	Email
Site Operator		Phone	Email
Inspection Information			
Inspector Name		Phone	Email
Inspection Date		Start/End Time	

Section A: DEM Permit General Conditions

	Permit Requirement		If corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
A1a	Does your project include the placement of any fill or material from off-site locations? If "No" , move on to Question A2.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A1b	Did you inspect the material to ensure that it is clean and free of any matter that could pollute any freshwater wetland?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A1c	Have temporary erosion and sediment controls been placed around all areas where fill has been placed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A2	Do you have a copy of the Storm Water Pollution Prevention Plan (SWPPP) on site at all times?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
A3	Have SWPPP inspections been conducted at least once every 7 days and within 24 hours after significant rain events (>0.25 inches/day)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A4a	If SWPPP inspections identified non-compliance issues, have the corrective actions been addressed within seven (7) calendar days from the date of inspection?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A4b	If SWPPP inspections identify and recommend changes to the SWPPP, has the SWPPP been updated no later than seven (7) days from the date of the inspection?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	(If "Yes" List Amendments)
A5	Are inspection reports being filed on-site or in an approved off-site location?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section B: Erosion and Sediment Control Conditions

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
B1	Have erosion controls been correctly installed to cover all potential erosion hazards on site?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B2	Have sediment controls been correctly installed in all disturbed side slopes and downslopes that may direct runoff to adjacent properties or water bodies?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B3	Have provisions been made for wind erosion and dust control?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B4	Are nearby storm drains protected to prevent any sediment/pollutants from entering the drains?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B5	Have material stockpiles been stabilized or isolated?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
B6	Are all erosion and sediment control BMPs being properly maintained so that they remain effective?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B7	Are you ensuring that sediment ponds or traps are not filled beyond half capacity?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B8	Do you remove any visible sediment or debris at drains and discharge locations?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B9	Have soil stabilization practices been implemented in locations where land disturbance activities have permanently ceased and in locations where land disturbance activities have been halted temporarily and are not planned to resume within the next fourteen (14) days?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B10	Are plans and materials in place to ensure that soil erosion and sedimentation controls will be installed to protect post construction Best Management Practices prior to bringing them online?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B11	Are construction activities being phased properly to avoid compacting soil during construction, particularly in the location of infiltrating stormwater practices and qualifying pervious areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Section C: Other Controls Checklist

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
C1	Does the site have graveled access entrance and exit drives as well as parking areas that comply with requirements in the RI Soil Erosion & Sediment Control Handbook?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C2	Are containers in place for the storage and disposal of waste material?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
C3	Are hazardous materials spill kits in place with enough materials to adequately prevent spills from entering any storm water drainage systems?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C4	Are there allowable non-storm water discharges and if so, do you record them in accordance with Part II of the RIPDES Construction General Permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C5	Is exposure of all debris and trash to precipitation minimized by cleaning up properly at the end of each working day (good housekeeping)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Certification statement:

"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, or 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."

Print Inspector Name:**Inspector Signature:****Date:**

The Site Operator acknowledges the completion of this checklist, and understands the requirements set forth in the RIDEM RIPDES Construction General Permit.

Print Operator Name:**Operator Signature:****Date:**

The Site Owner acknowledges the completion of this checklist, and understands the requirements set forth in the RIDEM RIPDES Construction General Permit.

Print Owner Name:**Owner Signature:****Date:**

Completion of Construction Stormwater – Self-Certification Checklist

Note: This checklist should be completed within thirty (30) days after final completion of all land disturbing activities. Prior to completing this checklist the following conditions must be satisfied: All disturbed soils at the construction site must be fully stabilized, temporary erosion and sediment control measures have been removed, and all storm water discharges associated with construction activity have been eliminated. A copy of this completed checklist should be submitted to the DEM no later than (forty-five) 45 days after completion of land disturbing activities.

****THIS CHECKLIST ALSO SERVES AS THE RIPDES Construction General Permit NOTICE OF TERMINATION.**

Project Information			
Site Name			
Location			
DEM Permit No./Type			
Site Owner		Phone	Email
Site Operator		Phone	Email
Inspection Information			
Inspector Name		Phone	Email
Inspection Date		Start/End Time	
Date land disturbing activities ceased:			
Date final site stabilization was achieved:			

Section A: DEM Permit General Conditions

	Permit Requirement		If corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
A1	Are Freshwater Wetlands Permit Conditions applicable to my project? If No , move on to Section B	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A2	Does your project include flood loss compensation? If No, skip to question A3.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A2a	Was excavation to compensate for loss in flood storage as provided on the approved site plans completed prior to any filling or construction alterations within flood plain or areas subject to flooding?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

	Permit Requirement		If corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
A2b	As a registered land surveyor or registered professional engineer, by checking Yes, I am indicating that the horizontal and vertical dimensions of the excavated area that compensates for the loss in flood storage is consistent with the approved plans.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Print Name of Registered Professional:			
Print License No. of Registered Professional:			
Signature of Registered Professional:			
A3	Have you complied with the terms and conditions of your permit and have you completed this project in compliance with the Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act at all times?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A4	Have you deviated from the terms and conditions of your DEM Freshwater Wetlands Permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
If you answered Yes to question A4, indicate any changes that were made here:			
<p>Please note: If you answered Yes to this question you may be in violation of your Freshwater Wetlands permit conditions. You may also be required to submit an Application for a Permit Modification (Rule 11.03) or a new Request for Preliminary Determination (Rule 9.00). You should contact the DEM Office of Technical and Customer Assistance for further information by calling (401) 222-6822.</p>			

Section B: Post Construction Storm Water Management

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
B1	Have you removed all temporary erosion controls?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B2	Have you reseeded or repaired any additional disturbances caused by the removal of temporary Best Management Practices (BMPs)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B3	Are all side slopes and embankments protected with permanent cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B4	Have all disturbed site areas been properly stabilized and has vegetative cover been established?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B5	Are all entrance and exit points to the site restored according to the approved plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B6	Have you checked to ensure that no residual contamination from spills exist on the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B7	In locations where materials and equipment were stored, is there any evidence of spills or petroleum residues, and have surfaces been properly restored?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B8	Have all containers, waste and stock piles been removed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B9	Have all RIPDES Construction General Permit Annual Fees been paid prior to requesting formal termination of the permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B10	Have the Qualified Pervious Areas and surface infiltration BMPs been restored to ensure infiltration capacity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
B11	Have all stormwater basins, piping systems, catch basins, culverts, swales and any other stormwater management control features been constructed/installed in accordance with the approved site plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B12a	Does your project include any engineered mitigation or mitigative features (such as water quality treatment basins, infiltration areas, etc.)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B12b	Were surveys, checks and/or engineering tests performed to ensure mitigative features were properly installed and are operational?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B12c	Have you filed a maintenance plan indicating the parties responsible for future maintenance of the mitigative features?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B13	As a registered land surveyor or registered professional engineer, by checking Yes, I am indicating that the locations and elevations of all storm water management features including all basins, piping systems, catch basins, culverts, swales and any other controls have been installed as required in the approved site plans.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Print Name of Registered Professional:			
Print License No. of Registered Professional:			
Signature of Registered Professional:			

	Permit Requirement		If "No", corrective action is required. Please indicate what corrective actions were taken to rectify the condition and the date the condition was satisfied.
B14	Does your project include the planting of any shrubs, trees, or other forms of vegetation? If "No" skip rest of Question B14.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B14a	Were the correct number and size of plantings installed in the proper locations as detailed on the approved site plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B14b	Indicate the date that plantings were completed:		
B14c	Have all plantings been properly maintained and/or replaced if needed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Certification statement: "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, or 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 also certify under penalty of law that all disturbed soils at the construction site have reached final stabilization and temporary erosion and sediment control measures have been removed or all stormwater discharges associated with construction and development from the construction site authorized by the RIPDES Stormwater Construction General Permit have otherwise been eliminated. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."			
Print Inspector Name:		Inspector Signature:	Date:
Print Operator Name:		Operator Signature:	Date:
Print Owner Name:		Owner Signature:	Date:

Construction Stormwater Regulator Checklist

Project Information			
Site Name			
Location			
DEM Permit No(s)/Type			
Site Owner		Phone	Email
Site Operator		Phone	Email
Inspection Information			
Inspector Name		Phone	Email
Regulatory Agency		Program	
Inspection Date		Start/End Time	
Date ESC and Pollution Prevention Measures Were Instituted			
Date Site Disturbance Activities Commenced			
Date Site Disturbance Activities Ended			

Section A: Freshwater Wetlands Permit Conditions

Please note that Section A only applies to those projects authorized under a Freshwater Wetlands Permit. If the site you are inspecting was authorized under a Freshwater Wetlands Permit you must also answer the questions contained in Section B –E of this checklist.

	Permit Requirement		Comments
	Are Freshwater Wetlands Permit Conditions applicable to my project? If the answer is No , move on to Section B of this checklist.	<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A
A1	Was the DEM notified prior to the commencement of site alterations?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A2	Are copies of the permit and the stamped approved plans kept on-site and available for review by regulatory inspectors?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A3	If required by the permit, did the owner record the permit/letter of authorization in the land evidence records of the City or Town of the project within 10 days of the receipt of the permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

	Permit Requirement		Comments
A4	Was a sign posted with the permit number resistant to the weather and at least twelve (12) inches wide and eighteen (18) inches long, which boldly identifies the initials "DEM"?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A5	Has the owner properly identified and marked the limits of disturbance (LOD) as detailed on the approved site plans and ensured that no activity or alterations occur beyond the approved LOD?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A6	Have all stormwater basins, piping systems, catch basins, culverts, swales and any other stormwater management control features been constructed/installed in accordance with the approved site plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A7	Does the project include the placement of any fill or material from off-site locations? If No , skip to Question A8.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A7a	Was the material inspected to ensure that it was clean and free of any matter that could pollute any freshwater wetland?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A7b	Have temporary erosion and sediment controls been placed around all areas where fill has been placed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A8	Does the project include any engineered mitigation or mitigative features (such as water quality treatment basins, infiltration areas, etc.)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A8a	Were surveys, checks and/or engineering tests performed to ensure mitigative features were properly installed and are operational?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A8b	Has a maintenance plan indicating the parties responsible for future maintenance of the mitigative features been filed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	If Yes , list date plan was filed:

	Permit Requirement		Comments
A9	Were all locations and elevations of all storm water management features including all basins, piping systems, catch basins, culverts, swales and any other controls installed by a licensed professional as required in the approved site plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A10	Does the project include flood loss compensation? If No , skip to Question A11.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A10a	Was excavation to compensate for loss in flood storage as provided on the approved site plans completed prior to any filling or construction alterations within flood plain or areas subject to flooding?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A10b	Has a registered land surveyor or registered professional engineer verified that the horizontal and vertical dimensions of the excavated area which compensates for the loss in flood storage is consistent with the approved plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A11	Does the project include the planting of any shrubs, trees, or other forms of vegetation? If No , skip to Question A12.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A11a	Were the correct number and size of planting installed in the proper locations as detailed on the approved site plans?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A11b	Indicate dates that plantings were installed:		
A11c	Have all plantings been properly maintained and/or replaced if needed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
A12	Has the owner complied with the terms and conditions the permit and has the project been completed in compliance with the Rules and Regulations Governing the Administration and Enforcement of the Freshwater Wetlands Act?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

	Permit Requirement		Comments
A13	Has the owner deviated from the terms and conditions of the permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Section B: RIPDES Construction General Permit Administrative Conditions

	Permit Requirement		Comments
B1	Is a copy of the Storm Water Pollution Prevention Plan (SWPPP) on site at all times?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B2	At least once every 7 days and within 24 hours after significant rain events (>0.25 inches/day), has the owner/operator conducted and documented the inspection of all storm water control measures, disturbed areas, areas used for the storage of materials, discharge locations, and locations where vehicles enter or exit the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
B3	If site inspections identify and recommend changes to the SWPPP, has the SWPPP been updated no later than seven (7) days from the date of the inspection?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B4	Are inspection reports being filed on-site or in an approved off-site location?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section C: Erosion and Sediment Control Conditions

	Permit Requirement		Comments
C1	Have erosion controls been installed to cover all potential erosion hazards on site?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C2	Have sediment controls been installed in all disturbed side slopes and downslopes that may direct runoff to adjacent properties or water bodies?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C3	Have provisions been made for wind	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	Permit Requirement		Comments
	erosion and dust control?		
C4	Has the owner made sure that nearby storm drains are protected to prevent any sediment/pollutants from entering the drains?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C5	Have material stockpiles been stabilized or isolated?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C6	Are Best Management Practices (BMPs) such as the use of filter fabric, hay bales and silt fencing being properly maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C7	Is the owner/operator ensuring that sediment ponds or traps are not filled beyond half capacity?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C8	Does the owner/operator remove any visible sediment or debris at drains and discharge locations?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C9	Have soil stabilization practices been implemented in locations where land disturbance activities have permanently ceased and in locations where land disturbance activities have been halted temporarily and are not planned to resume within the next fourteen (14) days?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C10	Are plans and materials in place to ensure that soil erosion and sedimentation controls will be installed to protect post construction Best Management Practices prior to bringing them online?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
C11	Will construction activities be phased properly to avoid compacting soil during construction, particularly in the location of infiltrating stormwater practices and qualifying pervious areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Section D: Other Controls Checklist

	Permit Requirement		Comments
D1	Does the site have graveled access entrance and exit drive as well as parking areas to reduce tracking of sediment from vehicles?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D2	Are containers in place for the storage and disposal of waste material?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D3	Are hazardous materials spill kits in place and are there enough materials as prescribed in the SWPPP to adequately prevent spills from entering any storm water drainage systems?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D4	If allowable non-storm water discharges are occurring at the site, has the owner/operator visually observed the discharges and have they been recorded in accordance with Part II of the RIPDES Construction General Permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
D5	Does the owner/operator perform good housekeeping, making sure that exposure of all debris and trash to precipitation is minimized by cleaning up properly at the end of each working day?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section E: Post Construction Stormwater Management

	Permit Requirement		Comments
E1	Have all short term erosion controls been removed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E2	Has the owner/operator reseeded or repaired any additional disturbances caused by the removal of BMPs?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E3	Are all side slopes and embankments protected with cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

DEM PERMIT NO.:

	Permit Requirement		Comments
E4	Is the covering generally uniform with no large bare spots and no significant rilling?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E5	Have all entrance and exit points to the site been restored by either installing a permanent paved surface or permanent vegetative cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E6	Has the owner/operator checked to ensure that no residual contamination from spills exist on the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
E7	In locations where materials and equipment were stored, is there any evidence of spills or petroleum residues, and have surfaces been properly restored?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Inspector Name:	Inspector Signature:	Date: