



TOWN of HENRIETTA

SWPPP Inspection Reduction Request



Per NYS DEC SPDES General Permit **GP-0-15-002** and Local Town of Henrietta Code

All requests for a temporary shutdown of a site must be approved by the Town of Henrietta Engineering Department prior to reducing the inspection frequency by the Qualified Inspector.

Project Name: _____ SPDES Permit No: _____

Reason for request:

- Winter Shutdown - Complete Section 1
- Project Completion awaiting N.O.T. – Complete Section 2
- Partial Project Completion – Complete Section 3
- Partial Project Stabilization – Complete Section 4

Section 1 - Winter Shutdown: For construction sites where soil disturbance activities have been temporarily suspended and *temporary stabilization* measures have been applied to all disturbed areas.

	Yes	No	NA
Are no further soil disturbance activities scheduled for this site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a greater than five acre waiver in effect for this site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the current amount of disturbed area less than the waiver requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all disturbed areas been temporarily stabilized with a NYSDEC approved method (i.e. mulch, straw or erosion control mats)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a Qualified Inspector conducted a final weekly inspection to ensure that all SWPPP erosion control requirements are in compliance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature of SWPPP Design Engineer: _____

Signature of SPDES Permit Holder: _____

Email this form to swppp@henrietta.org. Upon MS4 approval, the site inspection frequency may be reduced to once per month until March 1st or ground thaw, whichever comes first.

Section 2 – Project Completion awaiting N.O.T. Approval.

	Yes	No	NA
Are all soil disturbance or construction activities scheduled for this site complete?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all disturbed areas within the project achieved final stabilization as defined by the NYSDEC?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a Qualified Inspector conducted a final weekly inspection to ensure that all temporary erosion control measures have been removed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a Qualified Inspector conducted a final weekly inspection to ensure that all permanent erosion control measures, indicated in the SWPPP, are installed and operating?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature of SWPPP Design Engineer: _____

Signature of SPDES Permit Holder: _____

Email this form to swppp@henrietta.org. Upon MS4 approval, the site inspection frequency may be reduced to once per month until the Notice of Termination is approved.

Section 3 – Partial Project Completion: For construction sites where soil disturbance activities have been shut down with partial project completion, the *qualified inspector* can stop conducting inspections if all areas disturbed as of the project shutdown date have achieved *final stabilization* and all post-construction stormwater management practices required for the completed portion of the project have been constructed in conformance with the SWPPP and are operational.

	Yes	No	NA
Are no further soil disturbance or construction activities scheduled for this site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a greater than five acre waiver in effect for this site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the current amount of disturbed area less than the waiver requirement?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all disturbed areas within the partial project completion achieved final stabilization as defined by the NYSDEC?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all permanent erosion control strategies, as indicated in the SWPPP, installed and operating within the completed portion of the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all other disturbed areas outside of the completed portion of the project been temporarily stabilized with a NYSDEC approved method (i.e. mulch, straw or erosion control mats)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a Qualified Inspector conducted a final weekly inspection to ensure that all temporary and permanent SWPPP erosion control requirements are in compliance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature of SWPPP Design Engineer: _____

Signature of SPDES Permit Holder: _____

Email this form to swppp@henrietta.org. Upon MS4 approval, the site inspection frequency may be reduced to once per month until soil disturbance activities resume.

Section 4 – Partial Project Stabilization: Requesting to reduce inspection frequency to weekly inspections from biweekly as site is now less than 5 acres and the permanent Stormwater Management Facilities have been constructed and stabilized.

	Yes	No	NA
Have all permanent and temporary Stormwater Facilities and Best Management Practices been installed to NYSDEC standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all disturbed areas within the temporary shutdown area been properly stabilized as defined by the NYSDEC standards?(table 3.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has a Qualified Inspector conducted a subsequent inspection to ensure that all temporary erosion control measures have been installed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Contact Town of Henrietta when biweekly inspections continue due to disturbance of 5 acres or more.

Signature of SWPPP Design Engineer: _____

Signature of SPDES Permit Holder: _____

Email this form to swppp@henrietta.org. Upon MS4 approval, the site inspection frequency may be reduced to once per month until the Notice of Termination is approved.

Email this form with signatures to swppp@henrietta.org or mail to:
Town of Henrietta
Engineering Department
475 Calkins Road
Henrietta, New York 14467

For Town's Use Only

ON SITE INSPECTION

An inspection of this site was conducted on _____ .

- Site does meet requirements as outlined in SPDES permit GP-0-15-002 and Local Town of Henrietta Code.
- Site does not meet requirements as outlined in SPDES permit GP-0-15-002 and Local Town of Henrietta Code.

Reason:

Inspector Signature

MS4 APPROVAL

Approval is granted
Approval is denied

Christopher Martin, PE Director of Engineering and Planning

Date: _____

TOH 12.2019