

PRECONSTRUCTION MEETING TOPICS MUST BE COVERED

Volume Control

Go over these BMPs if on site plan

- Limiting the amount of disturbed area and exposed soils
- Staging and/or Phasing of the Construction Sequence;
- Sediment Basins and Sediment Traps
- Diverting off-site flow around the construction site;
- Controlling the Drainage Patterns within the Construction Site;
- Temporary Stabilization of Disturbed Areas.

Velocity Control

Go over these BMPs if on site plan.

- Surface Roughening and/or other Slope Stabilization Practices;
- Level Spreaders, Riprap Plunge Pools and/or other Velocity Dissipation BMPS located at the Construction Site's and Sediment Basin Outfalls.
- Use of Rock Checks, Sediment Tubes, Etc. in Temporary Diversions Swales and Ditches.
- Use of Erosion Control Blankets, Turf Reinforcement Mats, and other Non-Vegetative BMPs that can be used to Quickly Stabilize Disturbed Areas.

OS-SWPPP

- Discuss the OS-SWPPP and documents that must be maintained on site.
- Who is the site inspector? Must be CEPSCI certified, a PE or a Tier B land Surveyor
- Inspections must be conducted weekly and after 1/2" rain events per city code

Forms to be completed at meeting:

- Preconstruction Certification form
- Preconstruction Sign-in Sheet
- Contractor Certification Forms (major grading)
- Contractor Certification Forms (builder)

Other:

- All contractors working on site must have a **city business license**
- Grading permit must be in hand at the preconstruction meeting.
- All site contractor firms on site must have a **Contractor Certification form signed** in the OS SWPPP.
 - Subs working under site contractors must sign the certification statement of the primary contractor's (that hired them) Contractors Certification form as a sub.