



*THIS SHEET IS FOR YOUR INFORMATION ONLY
AND DOES NOT NEED TO BE SUBMITTED WITH THE
RESIDENTIAL BUILDING PERMIT APPLICATION

NEW SINGLE FAMILY PERMIT APPLICATION INSTRUCTIONS

Please read the Single Family Residential Building Permit Application thoroughly and complete the application in its entirety. If any portions do not apply to your application, please write "N/A" in that section. **DO NOT** leave any sections blank or incomplete. Please contact the Development Services Department at 515-978-9533 with any questions.

Along with the completed Single Family Residential Building Permit Application, the following documentation must also be submitted:

- 1) Documented compliance of the 2012 IECC (International Energy Conservation Code);
- 2) **One (1) copy** of a site plan showing the proposed location on the lot, including the following:
 - Building dimensions including any/all decks, 3 seasons rooms and sun rooms
 - Building setbacks (front, rear and sides)
 - Elevation of lowest floor level
 - Easement locations including direction of surface water flowage indicated with arrows and location of above-grade utility fixtures
 - Curb cut, width, dimensions, and driveway location
 - Existing elevations (at curb, center of lot, and center of rear lot line)
 - Location of sidewalk
 - Location of public infrastructure (intakes, manholes, etc.)
 - Location of lot utility services
 - Location of soil erosion fence/sock at all property lines (provide direction of lot drainage during construction with arrows)
 - Provide location of SWPPP Booklet
 - Provide a copy of weekly inspection report
 - Waste containment locations (concrete washouts, sanitary waste, construction debris, etc.)
 - Construction site exit location (dimensions)
 - Provide finished grade spot elevations at each rear lot corner, the mid-point of the side yard lines and along the proposed drainage ways and easements. **To be field-verified prior to issuance of the Certificate of Occupancy.**
- 3) **One (1) copy** of the following:
 - Construction blueprints drawn to scale
 - COSESCO permit application
- 4) A PDF of the construction drawings. Plan sets under 10 MB in size can be emailed to kpurvis@Waukee.org.

Once a complete application is filed with the Development Services Office, staff will review the application. Waukee Municipal Code §301.28(C) states "The administrative official shall have twelve (12) days excluding Sundays and legal holidays in which to accept or reject an application for building permits after the same has been submitted in proper form."

BUILDING CODES & PROPERTY MAINTENANCE DURING CONSTRUCTION

The City of Waukee has adopted the following International Codes with amendments, which will govern the building requirements for all permits issued by the City:

2015 International Building Code

2015 International Existing Building Code

2015 International Residential Code

2015 International Mechanical Code

2015 International Plumbing Code OR 2015 Uniform Plumbing Code

2015 International Fuel Gas Code

2017 National Electrical Code

2012 International Energy Conservation Code

2015 International Fire Code

For more information on these codes visit <https://codes.iccsafe.org/public/collections/IA>.

Amendments to these codes have been made and are available in the Development Services Department Office (515 978-9533) or on the City's website (<http://www.Waukee.org/documentcenter/view/165/222-building-code-regulations-and-penalties-for-violations>).

The City continues to utilize an all-inclusive single family building permit, with no requirement for individual trade permits or fees for mechanical, electrical and plumbing work. Staff does require Trade License information as provided by the Electrical Examining Board and/or Iowa Department of Health.

Egress windows are required in all residential dwelling unit basements as required by the International Residential Building Code.

Waukee Municipal Code Property Maintenance Ordinance requires building permit holders to:

- 1) Keep construction sites free of trash, debris, and hazardous conditions.**

- 2) Keep the public streets free of mud, dirt, and debris from your construction site. Lots on side hills should be protected with silt fences until ground cover is established.**

- 3) Public streets will be kept passable at all times. Construction vehicles will not block vehicle access to mailboxes in the area. Vehicles will not park in 'no parking' zones.**

*Permit holders who have subcontractors that repeatedly ignore these requirements will be liable for fines and the cost of clean-up (if any). Work will be stopped at the site until conditions are corrected. *



Residential Building Permit Application

- Please provide one hardcopy set of plans and one digital copy (PDF)
- A site plan and information specific to the type of improvement(s) proposed should be attached to the application

These are attached: Set of building plans and site plan Manual D & J Utility Billing/Natural Gas Application
 Energy code documents COSESCO application & SWPPP checklist

General Information

Project Address: _____ Legal Description: _____
 Owner's Name: _____ Mailing Address: _____
 Owner's Phone: _____ Owner's Email: _____
 General Contractor (If different from above): _____ State Registration #: _____
 General's Mailing Address: _____ General's Phone: _____ Email: _____

Building Information

Type of Frame: _____ Type of Heating Fuel: _____
 Sewage Disposal: PUBLIC PRIVATE (private sewage is approved by Dallas County Environmental Health)
 Water Supply: PUBLIC PRIVATE
 Number of Stories: _____ Number of Bedrooms: _____
 Number of Bathrooms: Full: _____ 3/4: _____ 1/2: _____
 Total Square Feet (Finished Living Area): _____
 Lot Size (Square Feet): _____
 Deck: Yes No Sq. Feet: _____
 Covered: Yes No
 Finished Basement: Yes No Sq. Feet: _____

ACKNOWLEDGEMENT

I, the undersigned, declare that to the best of my knowledge all of the information given in this application is true and correct, and further agree that all work done under this permit will be done in compliance with all applicable City codes, ordinances, rules and regulations.

Signature: _____
 Date: _____

Subcontractor Information

Electrical: _____ License #: _____
 Mailing Address: _____ Phone #: _____
 Plumbing: _____ License #: _____
 Mailing Address: _____ Phone #: _____
 Mechanical: _____ License #: _____
 Mailing Address: _____ Phone #: _____

Notes: _____

FOR OFFICE USE ONLY

Valuation: _____
 Building Permit: _____
 Gas Meter: _____
 Water Meter: _____
 Water Capacity: _____
 Sewer Capacity: _____
 Other: _____
 Date Issued: _____
 Permit #: _____
 Approved By: _____

Development Services Administrative Official



Utility Billing Application

Project Address: _____

Billing Name: _____ **Billing Phone #:** _____

Property Owner Contractor

Billing Address: _____ (City, State, Zip)

Irrigation: Yes No

*NOTE: If the property owner will be responsible for utility bills, they must sign up for an account in the Utility Billing office at 230 W. Hickman Road.

Date: _____ **Name (Print):** _____

Signature: _____

Natural Gas Service Application

That in consideration of the City of Waukee running pipeline and furnishing meter and regulator to my residence, I _____, owner of _____ (street address), _____ (legal description), hereby agree with the City of Waukee, Iowa, to connect a major gas-burning fixture or appliance within a period of one hundred twenty (120) days of the date service was installed and made operable upon my premises. I also agree to install interior piping in compliance with the 2015 International Fuel Gas Code.

The undersigned does hereby grant and convey on this _____ day of _____, _____, unto the City of Waukee, its successors and assigns, a perpetual easement and the right of way to construct operate, inspect, repair, maintain, replace and remove, in whole or in part, pipelines and appurtenances thereto, with ingress to and from the premises, on, over and through the premises constituting the address for which application for gas service is hereby made.

Date: _____ **Name (Print):** _____

Signature: _____



COSESCO Permit Application

Construction Site Erosion & Sediment Control Ordinance

Job Address: _____

Legal Description: _____

NPDES General Permit No. 2 coverage for this site is listed under the **NPDES Permit Discharge Authorization Number:** _____

Applicant Name: _____

(Party responsible for SWPPP & State NPDES General Permit No. 2)

Applicant's Mailing Address

Street: _____ **City/State:** _____

ZIP Code: _____ **Email Address:** _____

Phone Number: _____

COSESCO Permit: _____ (City staff will issue)

After reading the CONSTRUCTION SITE EROSION & SEDIMENT CONTROL ORDINANCE (COSESCO) it is understood that the above party is responsible for maintaining best management practices (BMP) control measures and a Stormwater Pollution Prevention Plan (SWPPP) applicable to the site. A construction site entrance that prevents off-site tracking is required and all waste that may adversely impact water quality will be managed in compliance with all applicable state or federal permit requirements. The fee charged for this permit includes the charge for the first site visit.

ACKNOWLEDGEMENT

I declare that to the best of my knowledge, all of the information given in this application is true and correct. I acknowledge I will receive written correspondence by email as a primary means of communication and by standard United States Postal Mail as a secondary means of communication between the City of Waukee and applicant. I agree that all work done under this permit will be done in compliance with all applicable City of Waukee codes, ordinances, rules and regulations. I acknowledge it is my responsibility to notify the City of Waukee in writing should the contact information on this application change. I certify I have read and received a copy of the City of Waukee Municipal Code Chapter 204B: COSESCO

(Waukee.org/documentcenter/home/view/139).

Applicant Signature: _____ **Date:** _____



CONSTRUCTION SITE SWPPP REVIEW CHECKLIST

SWPPP Manager Name: _____ **Phone #:** _____

Engineer/Designer for Project: _____

Signature of SWPPP Designer: _____ **Date:** _____

City Staff Will Complete

Reviewed By: _____ **Date:** _____

REQUIRED DOCUMENTS & NOTIFICATION

- By checking this box, I am providing the Transfer of Responsibility signed for this project site.

- By checking this box, I am acknowledging that this site is utilizing another entity's General Permit #2. The remainder of the checklist is not required.

Signature: _____ **Date:** _____

Included for Review:

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notice of Intent
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owner's Contact Information
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contact Information for the Actual Construction Site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contact Information for Co-Permittees (operators or contractors)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owner Certification and Signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SWPPP prepared prior to submittal of NOI
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SWPPP will be implemented when construction commences
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NOI will be incorporated into SWPPP
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SWPPP in compliance with IDNR GP #2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Public Notice Requirements Met
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	IDNR Letter of Authorization
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Pollution Prevention Plan (Not required for submittal to IDNR)

Date that Discharge will Commence: _____

SWPPP Contents

Included for Review:

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. General Information
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Option A: Contract documents require contractor, before commencing work, to identify the contractor or subcontractor that will implement measures.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Option B: Certification Statement by contractor and all sub-contractors that could potentially be involved in activities resulting in stormwater pollution. Plan identifies for each measure in the plan the contractor(s) and/or subcontractors that will implement measures.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contract documents provide information on inspection reports that summarize scope of inspection, name(s) and qualifications of personnel making inspection, date(s) of inspection, major observations relating to plan and actions taken.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contractor indicates that a copy of the SWPPP will be kept onsite; if not, list location. Provide a process for the following required documentation. If changes are required but not made within 72 hours of required weekly inspection, it shall be documented in the plan why it is impracticable and with an estimated completion date and provided with the inspection reports.
Yes	No	N/A	2. Site Description
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*Legal description (1/4, 1/4, Section, T and R) and/or address
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nature of Activity-description
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Estimate total area of site (acres)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Estimate of total disturbed area (acres)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Runoff coefficient of site after construction completed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing soils data (County soil survey series and texture and the pertinent data)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Receiving water(s) and ultimate receiving water(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existence of quantitative storm water discharge data
Yes	No	N/A	3. Site Map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approximate slopes after major grading activities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Areas of soil disturbance
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations of major structural and non-structural controls in plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations of areas where stabilization practices are expected to occur
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Surface waters including wetlands
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations where stormwater is discharged to surface water
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*Equipment and materials storage areas
Yes	No	N/A	4. Controls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of appropriate controls that will be implemented
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of intended sequence of major activities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*Intended sequence of major activities and each activity based on the following
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Considerations: Install upstream diversions, downslope and sideslope perimeter controls before commencing land disturbing activities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do not disturb an area until it is necessary for construction to proceed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan indicates stabilization will occur immediately whenever any cleaning, grading, excavating, or other earth disturbing activities have permanently ceased on any portion of the site or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Time construction activities to limit impact on seasonal weather changes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If infiltration methods are used, install them after upstream is stabilized
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do not remove perimeter controls until upstream areas are stabilized
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appropriate control measures and timing (scheduling and implementation) during construction process

Erosion & Sediment Control

Yes	No	N/A	Stabilization Practices
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Preserve existing vegetation where attainable and stabilize disturbed areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Practices may include: temporary seeding, permanent seeding, mulching, geotextiles, sod stabilization, vegetated buffer strips, protection of trees, preserve mature vegetation and other appropriate measures.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site map shows stabilization measures used, including quantity, materials and/or specification(s) applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of procedures to maintain practices in effective operating conditions
Yes	No	N/A	Structural Practices
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of structural practices placed on upland soils to the degree attainable to divert flows from exposed soils, store flows from exposed soils, store flows or limit runoff from exposed areas.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Practices may include: silt fences, earth dikes, brush barriers, drainage swales, sediment traps, check dams, subsurface drains, pipe slope drains, level spreaders, storm drain inlet protection, and rock outlet protection, reinforced soil retaining systems, gabions, and temporary or permanent sediment basins.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sediment basin providing 3,600 cubic feet of storage per acre drained or equivalent sediment control measures are provided for common drainage locations that serve an area with more than 10 disturbed acres at one time.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For drainage locations serving 10 or fewer acres, sediment traps, silt fences or equivalent sediment controls are required for all sideslopes and downslopes.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of outlet structures designed to withdraw water from the surface when discharging from basins and impoundments, unless infeasible.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of measures to minimize soil compaction and unless infeasible, preserve topsoil.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site map shows control measures used, including quantity, materials and/or specification(s) where applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of procedures to maintain practices in effective operating conditions.

Federal Construction and Development Effluent Guidelines

Yes	No	N/A	Erosion and Sediment Controls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of measures to control stormwater volume and velocity to minimize soil erosion in order to minimize stormwater discharges, including peak flow rates and total stormwater volume, to minimize channel and streambank erosion and scour in the immediate vicinity of discharge points.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of measures to minimize the amount of soil exposed during construction activity.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of measures to minimize the disturbance of steep slopes.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sediment and erosion controls to address factors such as amount, frequency, intensity and duration of precipitation, the nature of resulting storm water runoff and soil characteristics including the range of soil particle sizes expected to be present on the site to minimize sediment discharges.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of measures to provide and maintain natural buffers around waters of the United States, and to direct stormwater to vegetated areas and maximize stormwater infiltration to reduce pollutant discharges, unless infeasible.
Yes	No	N/A	Dewatering
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan indicates discharges from dewatering activities, including discharges from dewatering of trenches and excavations, are prohibited unless managed by appropriate controls.

Yes	No	N/A	Prohibited Discharges
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan indicates the following discharges are prohibited: wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds and other construction materials, fuels, oils or other pollutants used in vehicle and equipment operation and maintenance, and soaps or solvents used in vehicle and equipment washing.
Yes	No	N/A	Permanent Stormwater Management Controls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Includes a description of measures to control stormwater pollution after construction such as retention ponds, detention ponds, infiltration measures, sequential systems, vegetated swales and natural depressions if practicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site map shows locations of all permanent stormwater management controls.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan shows velocity dissipation devices at discharge locations and along length of outfall channel.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan describes the inspection and maintenance of these controls prior to final stabilization.
Yes	No	N/A	Pollution Prevention Measures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan indicates the minimization of the discharge of pollutants from equipment and vehicle washing, wheel wash water and other wash waters. Wash waters must be treated in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan indicates minimizing the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and storm water.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan indicates minimizing the discharge of pollutants from spills and leaks and implements chemical spill and leak prevention and response procedures.
Yes	No	N/A	Other Controls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minimize off-site tracking of sediments and generation of dust or equivalent.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*Site map indicates measures such as rock construction entrances/exits, limitations on traffic and parking, and other measures as necessary to prevent off-site tracking and dust generation.
Yes	No	N/A	Non-Stormwater Discharges
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify and ensure the implementation of appropriate pollution prevention measures including but not limited to discharges from such sources as concrete washout and wet saw cutting.
Yes	No	N/A	City of Waukee COSESCO Requirements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit copy of the General Permit No. 2 authorization letter
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit a copy of the SWPPP & copy of the SWPPP checklist signed by the SWPPP designer
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit a copy of the site control plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit a COSESCO application with fee

This checklist is based on requirements listed in IDNR General Permit Number 2 and includes additional items (*) added to assist MS-4 NPDES-permitted cities in the SWPPP review process. The form is provided for your convenience and is not intended as a substitute for IDNR General Permit No. 2 requirements. Refer to <http://www.iowadnr.gov/Environmental-Protection> for complete permit requirements. IDNR 319 funds were provided to IAMU for the development of this guidance document. (WAUKEE 6/2018)

Construction Site Stormwater Pollution Prevention Inspection Report

Project Site:	Date:	Type of Inspection: L Complaint Inspection L Weekly Routine L Storm Related L Return Compliance L Random
Project Owner:	Time:	
Prime Contractor:	Weather: Temp:	Construction Stage: L Initial Grading L Utilities and Infrastructure L Paving L Buildings, Structures and Final Site Stabilization L Other
Primary Contact:	Phone:	
NPDES Permit #:	Photos: Y N	Inspector Signature & Date:
Local Permit #:	Samples Collected: Y N	Stakeholders Contacted: Y N

Storm Water Pollution Prevention Plans	Yes	No	NA	Notes:
Plans located on-site or at approved designated area				
Site controls listed in SWPPP in place				
SWPPP updated to reflect site and control changes				
Project schedule is being followed				
Site Inspection documentation available and current				
Product Implementation Schedule is being followed				

Erosion Controls	Effective			Sediment Controls	Effective		
	Yes	No	NA		Yes	No	NA
Temporary Seeding				Silt Fence			
Permanent Seeding				Compost Filter Berm			
Mulching				Compost Sock			
Sodding				Wattle or Filter Sock			
Vegetative Filter Strips				Sediment Basin			
Compost Blankets				Sediment Trap			
Rolled Erosion Control Products (RECPs)				Stabilized Construction Entrance			
Turf Reinforcement Mats				Inlet Protection			
Other Controls (specify)				Flocculants			
Velocity Controls	Yes	No	NA	Surface Roughening			
Grass Channel				Other Controls (specify)			
Flow Transition Mat							
Diversion Structure							
Outlet Protection							
Temporary Slope Drain							
Level Spreader							
Triangular Site Dike (other controls specify)							

Objective keep any sediment on site	Yes	No	NA	Note any problems identified and actions taken
Are soil stock piles in appropriate locations and covered, mulched, or vegetated?				
Are all discharge points free of any noticeable pollutants? (tiles, storm sewer outlets, etc)				
Controls at all downslope perimeters?				
Are areas stabilized to comply with the 0/14 Day Rule?				
Are all sediments, mud, and debris being kept from public roads? Ensure adequate provisions to prevent mud tracking off site				
Is any on-site traffic properly routed, with parking and storage restricted to designated areas?				

Objective other-storm water concerns	Yes	No	NA	Note any problems identified and actions taken
Dust control measures implemented where appropriate				
Concrete washout contained with locations clearly marked and maintained.				
Is construction debris contained and kept from blowing away?				
Are materials, supplies, chemicals, portable toilets, fuel tanks, paints, solvents, and trash in approved areas and protected from erosion or spills?				
Are clean-out, storage, and maintenance areas for material handling equipment clean and free of spills and leaks				

Objective in summary	Yes	No	NA	Note any problems identified and actions taken
Are erosion and sediment control devices in place and functioning according to the storm water pollution prevention plan?				
Have all temporary control structures that are no longer needed been removed?				
Is the site adequately stabilized at this time?				
Has offsite run-on water been properly addressed?				

Inspection Comments, Site Observations & 72 Hour Non-Completion Log Notes:

"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."

Name: _____ **Signature:** _____ **Date:** _____

Qualifications: _____



City of Waukeee Final Inspection Checklist for Residential Lots

Prior to Final inspection, all items should be completed. This is not a substitute for an inspection and the list does not include all possible requirements.

Street Address: _____ **Builder:** _____

Builder Phone #: _____ **Date:** _____

Stabilization:

- Sod has been laid
- All Sediment controls have been removed from site and disposed of properly
- Adjoining lots are clear of construction debris and stock piles caused by construction of current lot
- Adjoining lots, if disturbed, have proper erosion controls in place/stabilized/ seeded
- Streets/sidewalk are clear of sediment and debris

Infrastructure:

- All public infrastructure, manholes, valve boxes, fire hydrants, curb stops, Intakes, clean-outs, mailbox pads, etc. are at final grade and clear of sod/debris/sediment
 - All public infrastructure is in same condition as prior to construction
- Curb stop is at final grade, functions, and is clear of concrete/Sod
*Locator: PVC pipe/steel post removed)
 - Expansion joint at the back of curb in the approach and or sidewalk ramp have been sealed
- All public sidewalks need to be installed to property line

Requirements:

- Final Grading As-built has been submitted. The final grades will need to be matched within a 0.10' as indicated on the site plan. The updated elevations must include a statement indicating "I acknowledge that this grading plan meets the original design for the lot" and or a seal of approval, along with a signature.