



City of
Urbandale

May 3, 2007

To: All Urbandale Builders, Contractors and Sub-Contractors

Subject: Urbandale Construction Site Erosion and Sediment Control Program

Dear Builder, Contractor and Sub-Contractor,

On August 26, 2006, the Urbandale City Council approved Ordinance No. 2006-15, establishing Urbandale's Construction Site Erosion and Sediment Control (COSESCO) Program. Recently, City staff has developed an inspection program to inspect all lots that have open building permits and that have not been stabilized. These inspections will occur twice per year or upon the City receiving a complaint about a lot. The City will charge the applicant \$50 for each of these inspections. Effective May 7, 2007, the City will add a \$100 fee to each Building permit application to cover the two required site inspections for the first year. Inspections on lots where a Building Permit was issued before May 7, 2007, will be invoiced to the builder. Any complaints inspected and found to be valid will require an additional \$50 fee to be paid for the inspection and correction notice.

Effective May 7, 2007, prior to the issuance of any building permit, the builder must submit a Lot Sediment / Erosion Control Plan with their Building Application. Permits will not be approved without this form. An example of a typical Lot Sediment / Erosion Control Plan is attached.

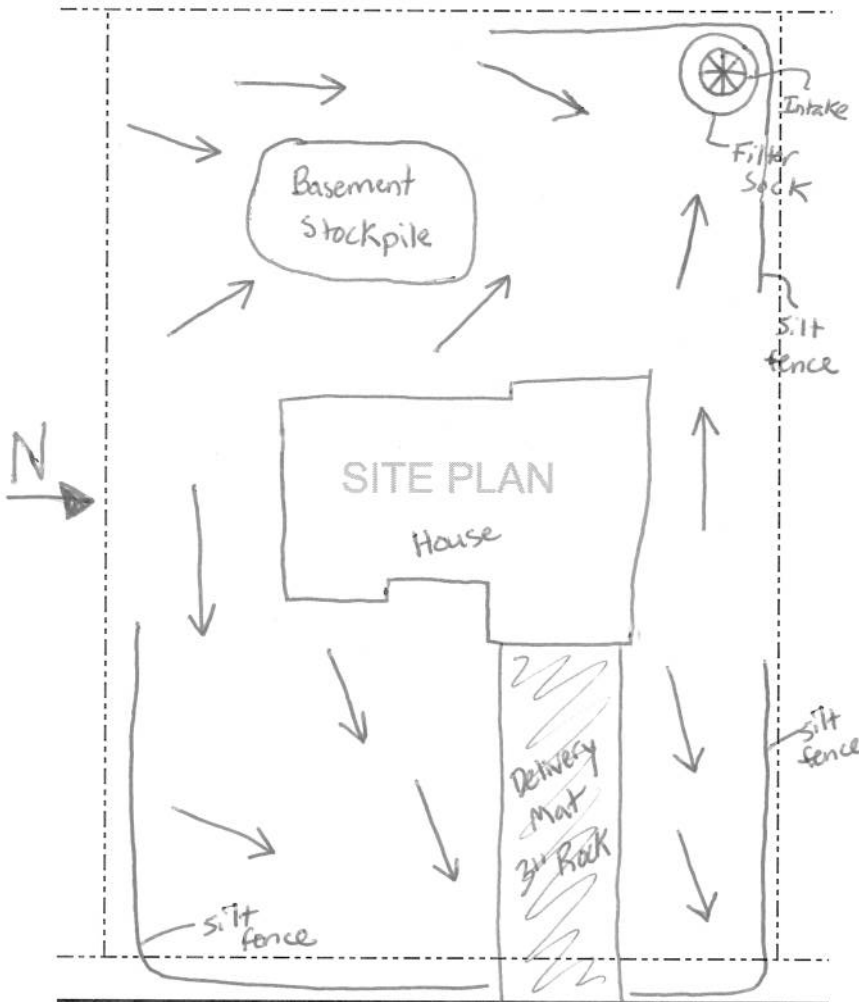
Please note that the new ordinance does require that all construction sites be furnished with a stabilized construction site entrance to handle all deliveries to your site or make use of some other method designed to prevent off site tracking. All construction sites must have erosion control measures in place at all locations where storm water flows from their lot. Any soils tracked off site must be cleaned up by the builder at the end of each day.

City staff will conduct a COSESCO Information and Training Workshop to help explain the specific requirements and expectations for this program. The workshop will be held in the **City Council Chambers at the Urbandale Administrative Offices Building, 3600-86th Street, Urbandale, Iowa at 10:00 a.m. on Wednesday, May 16, 2007.** Attendance at the workshop is voluntary; however City staff strongly encourages you to attend. Please contact me at 278-3950 if you have any questions. Thank you for your cooperation.

Sincerely,

David J. McKay, P.E.
Director of Engineering and Public Works

CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL FORM



ALL of the following item locations must be located and labeled on this form. MARK each item below after it is illustrated.

- Locate and label proposed buildings
- Locate and label delivery mat - Identify type of delivery mat type. Delivery mat must be in place at the time of the Foundation Inspection
- Locate and label all storm sewer intakes and outlets
- Locate and label proposed stockpiles
- Locate and label drainage lines for each direction the lot drains - Use lines with arrows pointing downslope
- Locate and label sediment control on all downslopes - Identify control type. Perimeter sediment controls must be in place at the time of the Footing Inspection
- Label street name
- Illustrate and label North Arrow

STREET NAME 86th St.

3600 86th St.
Property Address

XYZ Builder, Inc.
Company Name

I hereby acknowledge that I have read this application and state that all information provided is correct and agree to comply with all City ordinances and State laws regulating stormwater.

John D. Doe
Owner or Authorized Agent (Print)

John D. Doe 2/22/08
Owner or Authorized Agent (Sign) Date

NOTES

1. Site conditions will dictate the amount and type of sediment and erosion control measures necessary.
2. The owner or authorized agent shall be responsible for installing and maintaining any and all appropriate control measures.
3. Keep roadways and adjacent properties free of silt and other debris.
4. All storm sewer inlets and outlets shall have sediment control measures.
5. Potentially hazardous materials shall be stored with an enclosed or controlled structure.
6. Stabilization by seeding and mulching and/or sod shall be completed within 14 days of final disturbance.



DEPARTMENT OF
ENGINEERING
3600 86TH STREET
(515)278-3950
FAX. (515)278-3927

OFFICE USE ONLY

REVISED:

8/10/2007 - ABP
1/30/2008 - ABP
2/22/2008 - ABP

DWG. NO.

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