

CITY OF HARTFORD

Construction Site Inspection and Enforcement Procedures

The following details the procedure that will be used by the City of Hartford for construction site inspection and enforcement of erosion and sediment control measures:

The Engineering Department shall be responsible for inspection and enforcement of all construction sites except single family residential. The inspection and enforcement of erosion control measures at single family residential homes shall be done by the Building Inspection Department.

The erosion and sediment control measures must be installed per the approved plan and an initial inspection of non-single family residential units shall be conducted by Engineering staff prior to the start of site grading. Inspection of erosion control measures will take place at least once per month between March 1st and October 31st. Active construction sites will be inspected less frequently between November 1st and February 28th, depending on weather conditions. The responsible party for construction sites will be required to conduct inspections at least once per week and within 24 hours of a precipitation event of 0.5 inches or greater. The responsible party shall maintain weekly written reports on forms provided by the City.

The City shall maintain a construction site inspection computer database including: date of inspection, an assessment of the condition of the erosion and sediment controls, any follow up actions required, and actions implemented.

The primary enforcement mechanisms that will be used to obtain compliance when there are deficiencies in the installation and maintenance of erosion and sediment controls are onsite verbal notice, telephone notice or written notice to repair any problems. The notice shall include a description of any deficiencies and indicate the date by which the repairs shall be completed. The above enforcement mechanisms are expected to be sufficient to obtain compliance in most cases. If necessary, the City may also utilize the following enforcement procedures: stop work order, revoke permit, cease and desist order and fine. The City may also perform any work necessary to bring the site into compliance or have an outside contactor bring the site into compliance and charge the responsible party for any costs incurred.

The responsible party for the construction site will be required to post a permit onsite that contains a number for citizens to call with any issues. Any calls or emails to the City must be made as complaints to Administration. The appropriate staff will conduct an inspection of the site and initiate any necessary enforcement actions.