



MORRIS COUNTY SOIL CONSERVATION DISTRICT

Guide to On-Site Soil Erosion and Sediment Control

By following these basic guidelines, you can avoid violations and costly construction delays!

STAGE 1: Before Construction

1. Be sure that you have received a Certification from this office, and that it has not expired.
2. Any changes made to the Certified Plan require a Re-Certification.
3. Schedule a pre-construction meeting with your MCSCD Inspector.
4. **SUBMITT 72-HOUR NOTICE CARD BEFORE WORK BEGINS!!**

STAGE 2: During Construction

1. Follow the sequence of construction. Install SE&SC measures first. If project includes detention basins, install them as specified in the sequence. If there are any proposed changes to the sequence, notify your MCSCD inspector at once.
2. Maintain all SE&SC measures. When walking a site, an inspector is generally looking for the following:
 - ✓ Silt fence - Installed in accordance with the Certified Plan. Entrenched 6" into the ground, drawstring, properly spaced posts, properly attached to posts.
 - ✓ Stabilized Construction Access - Adequate stone size, length, and location.
 - ✓ Inlet Protection - Installed, effective, in accordance with the Certified Plan.
 - ✓ Tree Protection - Installed in accordance with the Certified Plan.
 - ✓ Limit of Disturbance - No work being done outside the LOD line on the Certified Plan.
 - ✓ Sediment Basins - Riser pipe in, outlet structure watertight, in accordance with the Certified Plan.
 - ✓ Stock Piles – Silt fence around perimeter, temporarily stabilized, not within 50' of open water or channels.
 - ✓ Diversions, drainage features, stabilization, outlet protection, detention basins, construction sequence, dewatering (use of approved sediment filtering device), erosion problems, tracking.

STAGE 3: Completion/ Report of Compliance Requirements

When construction on a lot, area, and/or site has been completed, it must be properly stabilized in accordance with the Standard for Permanent Vegetative Cover, and all temporary SE&SC measures must be removed. A Report of Compliance (RC) from the Soil Conservation District must be issued to the town's Building Inspector before they can release a Certificate of Occupancy (CO) for a given unit. When an RC inspection is performed (at the request of site personnel) an inspector is generally looking for the following:

- ✓ 80% vegetative cover.
- ✓ 5" of topsoil for proper seedbed preparation.
- ✓ Removal of all rocks greater than 2" in diameter from topsoil.
- ✓ Adequate seed (as per the seeding notes on the Certified Plan).
- ✓ Adequate lime & fertilizer (as per the seeding notes on the Certified Plan).
- ✓ Adequate mulch (straw, hay, slopes – matting, wood mulch, tackifier etc).
- ✓ Proper irrigation (if necessary).
- ✓ Removal of all silt fence and construction debris.
- ✓ Proper installation of all permanent SE&SC features, structures, waterways, rip-rap aprons, etc.

If a lot fails RC inspection, a list of deficiencies will be provided to the site super and another inspection can be rescheduled when the deficiencies have been corrected. After two failed RC inspections, the applicant will be charged a fee of \$85.00 for each additional inspection.

ENFORCEMENT:

- Step 1 – Deficiency noted. Brought to attention of site super and deadline for correction set. If a site super is not available, an **Inspection Letter** with deadline issued and copied to municipal officials.

- Step 2 – If deficiency is not corrected by the deadline, a **Violation Notice** with a new/final deadline will be issued and copied to municipal officials.

- Step 3 – If deficiency is not corrected by the second deadline, a **Stop Construction Order** will be issued and copied to municipal officials. A Stop Construction Order covers all aspects of the project. The only work that is permitted while under an SCO is that which is done to correct the outstanding deficiency. The SCO will be vacated when the project has achieved full compliance with the Certified SE&SC Plan, and the district inspects all corrective work. All fees incurred during the execution and maintenance of the SCO must be paid to the Soil Conservation District before the SCO is vacated. If a violation is severe, or if continuous non-compliance occurs, a SCO can be issued at once. The district may choose to seek fines/injunctive relief for such severe/continuous violations.

Project Information

MCSCD Inspector: _____ **Contact Number:** _____

Owner/Applicant: _____ **Contact Number:** _____

MCSCD Project #: _____ **Certification Expiration Date:** _____

Latest Revision Date on Certified SE &SC Plan: _____

Stormwater Discharge Permit? RFA /ATD _____ **Expiration Date:** _____

Notes: _____

MORRIS COUNTY SOIL CONSERVATION DISTRICT

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