Cecil Soil Conservation District

MD-378 Small Pond

Construction Inspection Notification

The engineer-in-charge is responsible for conducting site inspections and documenting the construction of the MD-378 Small Pond facility or facilities listed below:

Project Name:

Small Pond Approval No.: Date:

Pond(s) Label/No./Lat./Long.:

The following information is required to be completed by the engineer-in-charge. This document is provided to clarify certain requirements of construction and is supplemental to any other requirements imposed by applicable law, rules and regulations.

**Pre-Construction Meeting**

The owner, engineer-in-charge, contractor, Inspector for the local SWM Approving Authority, and District Engineer from Cecil Soil Conservation District (CSCD) shall attend a pre­construction meeting prior to beginning construction on the MD-378 Small Pond(s) for the project noted above. CSCD District Engineer must be notified in writing and immediately, should the engineer-in-charge change during construction or prior to as-built acceptance of the MD-378 Small Pond(s) referenced herein.

**Inspection Reports**

A daily inspection report shall be completed by the engineer-in-charge or his representative and must include the following information:

* Site location name
* Inspection date
* Name and signature of the inspector
* Daily temperature
* Problems encountered and the subsequent solutions
* Proctor tests and curves, soil classifications, soil gradations with the plasticity index indicated
* Pipe certification (this may be a shipping ticket or a letter from the manufacturer)
* Principal spillway diameter, gaskets and coupling bands dimensions
* Structure measurements - steel spacing, pipe lengths, mud slab dimensions, riser slab dimensions, etc.
* Principal spillway connections (gasket types and widths); coupling band widths
* PVC diameter, length and schedule type
* Filter diaphragm; sand source; width, depth, and length of excavation
* Daily compaction reports
* Photos as applicable (see attached Small Pond Construction Photo Checklist)

The inspection reports shall be maintained by the engineer-in-charge or his representative throughout the construction of the small pond facility. The inspection reports shall be sent to CSCD, and the local SWM approving authority who may visit the site periodically during construction. The local SWM approving authority, their inspection staff, or MDE may issue a stop work order if the engineer-in-charge or his representative is not on site to perform the required construction inspection.

**As-Built Submission**

The engineer-in-charge is required to submit the inspection reports, as-built drawings and computations to the CSCD within sixty (60) days of the completion of the stormwater management facility.

The CSCD will review all submitted material and perform a field inspection of the facility. The CSCD will recommend acceptance of the facility after all comments have been addressed.

The following information is an example of information to be part of the as-built submission:

* Engineer signature, seal, and expiration date on the as-built certification block:
* Red check marks for items installed as designed; check marks are not to be used in lieu of redline elevations.
* Show changes on plans in red.
* If the elevations of the structure differ from the original plan by two-tenths of a foot or more, the excavated volume is less than designed or the hydrology changes, updated TR-55, stage-storage, and TR20 computations shall be submitted as applicable.
* Provide completed As-Built Pond Summary Sheet form(s) for each pond/structure.
* Compaction certification from the geotechnical engineer. This will include the compaction of the ground beneath the riser (stability) as well as the fill for the dam.
* Concrete break test results for the riser or weir walls, if cast in place.
* Topsoil test for any earth disturbance greater than 5 acres.
* Elevations supporting rooftop disconnects, drainage flows, etc.
* Plant certified concrete delivery tickets for cradles, headwalls, endwalls, and concrete pervious material if used on site.
* Inspection reports, soil test results, pipe certification, filter cloth specifications, landscaping tickets, lime and fertilizer application rates, soil type and mix ratios for any facility requiring a planting medium.
* A Letter from a Professional Landscape Architect (or other qualified professional) certifying their inspection of the Final Landscaping verifying types/quantities of landscape plantings have been installed in compliance with the approved Landscape Plan(s) or any substitutions that were made deviating from the original approval.
* Submit all documentation listed above to include one (1) hard copy, and one (1) digital copy.
* Photographs are to be taken during all phases of construction of the small pond, to include but not limited to: 1) pipe installation; 2) riser construction; 3) core trench/cut-off trench; 4) anti-seep collars; 5) riser's anti-flotation base; 6) filter diaphragm installation; 7) underground storage pipe/stone placement; 8) pipe connections to riser and/or other modified stormwater structure; and 9) hardware cloth placement around dewatering pipes.
* Construction Inspection Certification Checklist, completed for each pond/structure, providing dates/initials when critical aspects of dam were inspected after construction.

We are providing our signatures as verification that we have received and read the requirements and understand the responsibilities of the owner, engineer-in-charge, and all representatives involved with the construction of all Ponds subject to this Small Pond Approval.

***1****The OWNER, DEVELOPER (if different from Owner), and ENGINEER-IN-CHARGE are required to provide signatures on the signature page to obtain Small Pond Approval.*

***2****The Contractor, Geotechnical Engineer, and 3rd party inspection/testing representative (if provided) may provide signatures at the pre-construction meeting but must attend the pre-construction meeting to provide signatures.*

***3****If the ENGINEER-IN-CHARGE changes, a new form must be filled out, signed and provided to CSCD.*

**OWNER1**

Entity

Representative (print name)

Signature Date

Telephone Number

Email Address

**ENGINEER-IN-CHARGE1**

Engineer (print name) P.E. #

Company

Signature Date

Telephone Number

Email Address

**GEOTECHNICAL ENGINEER2**

Engineer/Representative (print name)

Company

Signature Date

Telephone Number

Email Address

**DEVELOPER1** (If different from Owner)

Entity

Representative (print name)

Signature Date

Telephone Number

Email Adress

**CONTRACTOR2**

Representative (print name)

Company

Signature Date

Telephone Number

Email Adress

**OTHER 3RD PARTY INSPECTION2**

(if provided)

Engineer/Representative (print name)

Company

Signature Date

Telephone Number

Email Adress