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## **ARTICLE 10: INSPECTIONS**

The WMO requires inspections of all **developments** and **qualified sewer construction**. Inspections are generally defined as an examination of a product, process, service, or installation or their design and a determination of its conformity with specific requirements. The results of the inspections are compared to specified requirements and standards for determining whether the item is in line with the plans and specifications. Inspections are completed to ensure that projects meet requirements of the WMO, will be long-lived, and are safe for the general public.

### ***General***

The **District** is authorized to inspect any **development** under the **District's** regulation and any **development** or **qualified sewer construction** requiring a **watershed management permit** (§1000.1 and §1000.2). **Authorized municipalities** also are required to periodically inspect **developments** which require a **watershed management permit** (§1000.3). Periodic inspections during construction should be performed to insure that construction is being performed in compliance with the permitted plans. The inspections should be completed:

- 1) Following initial soil **erosion** and **sediment** control installation;
- 2) During excavation for sewers (storm and sanitary), **detention facilities**, and other **stormwater** infrastructure; and
- 3) At the completion of the **development** to verify that the work is in accordance with the plans and specifications. Completion of the **development** refers to when the **site** is permanently **stabilized** and all temporary **erosion and sediment control practices** have been removed.

In general, the **District** will be performing the sanitary sewer inspections and the **authorized municipality** will be responsible for the other inspections. **Authorized municipalities** will handle the inspections of **erosion and sediment control practices** and **stormwater** management systems, but **sanitary sewer** installation will remain the sole responsibility of the **District**. The **District** will typically only handle the inspections of **storm sewers** if the **development** is in a **combined sewer area**. However, since the **District** is authorized to inspect the **development** at any time, they may handle additional inspections in some cases.

### ***Inspection Requirements to be met by the Development***

Proposed **developments'** specific inspection requirements are listed within the WMO under §1001; however, noteworthy requirements of this section are discussed below.

- Two working days' notice shall be given prior to any milestone events to allow the inspectors an opportunity to visit the **site** during construction of the infrastructure of concern.

<p><b>Note:</b> All bold terms contained in this document are defined terms in the WMO. Refer to Appendix A of the WMO or the TGM for the definition of each bold term.</p>
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- A complete set of the approved construction plans and specifications and the associated permit shall be kept on **site**, or be readily available for viewing at the time of inspection.
- Backfilling of trenches shall not be completed until the sewer installation has been inspected in accordance with the WMO.
- Construction records shall be maintained and readily available to the inspector when requested. These include the **Stormwater** Pollution Prevention Plan (SWPPP), the latest revision of plans and specifications, a construction schedule, project **site** photo documentation, and copies of all other federal, state, and local permits.
- If work proceeds without proper inspection, the work shall be exposed at the **owner's** expense to allow such inspections to be completed and to confirm that the work was completed in accordance with the approved plans and specifications.

### ***Inspection Requirements for Erosion and Sediment Control Practices***

In accordance with the WMO (§1000.4), inspections must be performed by a qualified **person** (as defined in Article 3 of the **TGM**) to verify the **development** is in compliance with the soil **erosion** and **sediment** control requirements of the WMO. An initial inspection of soil **erosion and sediment control practices** should occur after mobilization and installation of initial **erosion and sediment control practices**, prior to any soil disturbance (§1000.4A).

In accordance with **NPDES** General Permit ILR10, the **co-permittee** (developer) is responsible for inspections at least once every seven calendar days and within 24 hours of the end of a storm – or by the end of the following business or work day – that is 0.5 inches or greater rain event. Inspections may be reduced to once per month when construction activities have ceased due to frozen conditions. Inspections must commence when construction activities are conducted, or if there is a 0.5 inches or greater rain event, or discharge due to snowmelt occurs. In addition, the **permittee (municipality)** is responsible for performing periodic inspections of each **development**.

An assessment should be made and documented in a report on whether the soil **erosion and sediment control practices** are performing properly, as compared to the specifications contained in the plans and/or **Illinois Urban Manual**. All remedial actions taken to repair or install soil **erosion** and **sediment** controls should be completed within 7 days of their discovery, unless the repair or installation is resulting in a pollutant discharge, in which the remedial action must occur immediately.

As shown in Figure 10.1, an inspection report has been developed for the inspection of **erosion and sediment control practices**. A fillable version of the inspection form is available on the **District's** website at:

<http://www.mwrd.org/irj/portal/anonymous/managementordinance>

***Post-Construction Inspection Requirements***

Inspections should be performed after the project is constructed to verify that the **development** has been constructed as permitted and is in compliance with the issued **watershed management permit**. **Record drawings** must be submitted and compared to the originally permitted plans. The post-construction inspection should identify any areas of failed construction and verify that all components of the **stormwater management system** are functioning as they were designed. A copy of the post-construction inspection report is provided as Figure 10.2. A fillable version of the inspection form is available on the **District's** website at:

<http://www.mwrd.org/irj/portal/anonymous/managementordinance>

It should be noted that this form will be required in addition to *the Request for Final Inspection* (RFI) form, which is still required by the **District** for all **developments**. For developments within **authorized municipalities**, the applicant will submit the RFI to the **authorized municipality** for approval. However, if **District** approval is also required, the final inspection cannot be approved by the **authorized municipality** without a completed and approved inspection report by the **District**.

## Erosion and Sediment Control Inspection Report

General Information		
Project Name		Approximate Acreage:
Owner/Permittee		
Watershed Management Permit No.:		
Site Location		
Date of Site Visit	NPDES Permit No. (if applicable): ILR	
Observer's Name & Title		
Enforcement Officer		
Stage of Construction	Photos Taken <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of Site Visit:		
<input type="checkbox"/> Routine <input type="checkbox"/> Post-Storm Event <input type="checkbox"/> Other: _____		
Weather Information		
Weather Conditions:		
Estimated end date of most recent $\geq 0.5$ " rain event:		
Site Observations – Describe Location and Recommend Corrective Measures on Back Page		

No.	BMP/Activity	Implemented & Maintained
1	Are discharge points and receiving waters free of sediment deposits and other pollutants?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
2	Have BMPs specified in the SWPPP been installed and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
3	Has the SWPPP been updated to reflect the current conditions on site?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
4	Are outlets protected/stabilized?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
5	Have stormwater management systems been constructed, stabilized, and verified to be functioning appropriately?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
6	Are Special Management Areas (e.g., creeks, wetlands, buffers, etc.) adequately protected?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
7	Are storm drain inlets adequately protected?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
8	Have all idle, disturbed areas been temporarily stabilized?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
9	Are erodible stockpiles (e.g., topsoil) properly located and adequately protected?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
10	Are washout facilities (e.g., concrete washouts, etc.) available and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
11	Is waste, including building materials and construction debris, collected and placed in approved receptacles?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
12	Are non-stormwater discharges (e.g., dewatering) properly controlled?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
13	Are vehicle and equipment fueling, cleaning, and maintenance areas free of spills, leaks, or any other potential pollutants?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
14	Are portable toilets, material storage areas, and materials that are potential stormwater contaminants managed appropriately?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
15	Are stabilized entrances installed and are adjacent roads clear of sediment?	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A
16	Other, based on site conditions:	<input type="checkbox"/> Yes <input type="checkbox"/> Action Item <input type="checkbox"/> N/A

**Figure 10.1a. Erosion and Sediment Control Inspection Report (Page 1 of 2)**



Post-Construction Inspection Report		
General Information		
Project Name		Approximate Acreage:
Owner/Permittee		
Watershed Management Permit No.:		
Site Location		
Date of Site Visit		Photos Taken <input type="checkbox"/> Yes <input type="checkbox"/> No
Observer's Name & Title		
Enforcement Officer		
No.	Development Component	Addressed?
1	Have record drawings been submitted for the development?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2	Are all stormwater detention facilities functional and are they consistent with the record drawings from the permitted plans?	
3	Are the outlet control structures for the detention facilities appropriately sized?	
4	Are the outlet control structures for the detention facilities functional and free of debris?	
5	Is there any evidence of failed construction, such as the settlement of berms, slope instability/erosion, accumulated sediment in the detention facility, etc.?	
6	Are all overland flow routes free of obstruction and are they consistent with the record drawings from the permitted plans?	
7	Are all volume control practices functional and are they consistent with the record drawings from the permitted plans?	
8	Are all other stormwater management system components functional and are they consistent with the record drawings from the permitted plans?	
9	Are onsite wetland buffers in place and free of any prohibited activities?	
10	Have all erosion and sediment control practices that are no longer needed been removed?	
11	Other, based on site conditions:	
No.	Location and Recommended Corrective Measure	Completed/Initial
1		<input type="checkbox"/>
2		<input type="checkbox"/>
3		<input type="checkbox"/>
4		<input type="checkbox"/>
5		<input type="checkbox"/>
6		<input type="checkbox"/>
7		<input type="checkbox"/>
8		<input type="checkbox"/>
9		<input type="checkbox"/>
10		<input type="checkbox"/>
11		<input type="checkbox"/>

**Figure 10.2. Post-Construction Inspection Report**

***Special Requirements for Qualified Sewer Construction***

Projects with **qualified sewer construction** permitted by the **District** have additional inspection requirements. The specific inspection requirements of this section are listed within the WMO under §1002; however, noteworthy requirements of this section are discussed below.

- All sewers approved shall be tested, at no cost to the **District**, and approved by the **District**; and
- No backfilling of trenches may occur without authorization of the **District**. The approval shall be maintained on **site** and be available for future review by the **District**.

***Request for Final Inspection***

For projects permitted by the **District**, requests for Final Inspection will follow the protocol specified in §1003 of the WMO; however, noteworthy requirements of this section are discussed below.

- A request for Final Inspection must include a properly executed *Request for Final Inspection* approval form, and the **District** must be given at least 2 working days' notice to allow scheduling of the **site** visit. The form can be found on the **District's** website at:

<http://www.mwrd.org/irj/portal/anonymous/EngForms>

The form must be submitted to:

MWRD Engineering Department  
Local Sewer Systems Section  
6001 Pershing Road  
Cicero, IL 60804

- The sewer cannot be placed into service until all onsite facilities, which are required as conditions of the **Watershed Management Permit**, excluding landscaping, have been approved.
- **Record drawings** will have to be prepared and provided to the **District** prior to final inspection.
- Prior to final inspection a copy of the recorded documents shall be provided to the **District**. If the documents have not been recorded the **District** may complete the recording at the cost of the **permittee**.