

Required Tasks and Responsible Parties for Ordinance Compliance Work
Waukesha County Stormwater & Erosion Control Ordinance

Required Tasks to Comply with the Waukesha County Stormwater Ordinance (bold task = Project Engineer Primary Duties)	Responsible Party (generalized) (Primary = Primary responsibility / Assist = Assist others / Report = Report received from others)						
	Owner & Permit Holder	Project Engineer/ Constr. Mgr.	Grading Contractor	Erosion control BMP installer	"Qualified Professional"	Landscaper	Surveyor
1. Prepare and PE stamp stormwater and erosion plan and BMP designs		Primary					
2. Apply for and obtain Stormwater Permit	Primary	Assist					
3. Install erosion control and site stabilization BMPs and complete repairs when ordered		Assist	Primary	Primary		Primary	
4. Complete site grading per approved plans		Assist	Primary				Assist
5. Oversee & inspect grading & construction of engineered erosion control & stormwater BMPs (basins, sed. traps, etc.)		Primary					Assist
6. Inspect installation of <i>non-engineered</i> erosion control BMPs (perimeter control, erosion matting, seeding, etc.)		Report	Report	Report	Primary	Report	
7. Oversee and coordinate utility installation and site restoration with the rest of construction and erosion control efforts		Primary	Assist	Assist		Assist	Assist
8. Inspect erosion weekly & after rain events		Report	Report	Report	Primary	Report	
9. Oversee erosion control inspections and late season soil stabilization work		Primary					
10. Authorize expenditures for BMP repairs per inspection reports and regulatory notices	Primary	Assist					
11. Oversee erosion control repairs and ensure compliance with regulatory violation notices		Primary			Assist		
12. Oversee and inspect stormwater BMP construction per approved inspection plan		Primary					Assist
13. Oversee stormwater BMP modifications per inspection reports or regulatory notices		Primary					
14. Complete stormwater BMP as-built surveys per County standards		Assist					Primary
15. Verify stormwater BMP construction based on as-built surveys and field inspections		Primary					
16. Prepare and submit stormwater BMP maintenance agreements and associated addenda per County standards		Primary					
17. Subject to ordinance enforcement action	Primary	Yes	Yes	Yes	Yes	Yes	Yes