

PRECONSTRUCTION MEETING FORM

Instruction: This form shall be completed prior to the commencement of land disturbance. The purpose of this form is to have SID and the Contractor acknowledge responsibilities in accordance with the VT Annual Standards and Specifications for the ESC and SWM. A copy of this completed form shall be maintained by SID and the Contractor and be readily available upon request.

Section 1 – Project Information

Project Name: _____ Date: _____

Project Location/Description: _____

SID Representative: _____

Primary Contractor/ Construction General Permit Operator:

Responsible Land Disturber: _____

Section 2 – Checklist

The conditions of this section shall be met and this form shall be signed by the Contractor Operator prior to the commencement of land disturbance (check those that apply):

- Approved ESC Plan
- Approved SWM Plan
- Approved, site-specific SWPPP (projects \geq 1 acre)
- Identification of the Responsible Land Disturber
- Coverage Letter for the General Permit for Discharges of Stormwater from Construction Activities
- Any off-site areas associated with this project have been identified and approval documentation provided
- Conditions of Termination of Land Disturbance form discussed
- Discussion of responsibilities and standards for the SWM Record Report

Section 3 – Acknowledgement of the VT Annual Standards and Specifications for ESC and SWM

(To be completed by the Contractor/Operator)

I acknowledge my responsibilities to conduct the land disturbance activity in accordance with the approved Plans throughout the duration of the project, to seek approval from VTSID for any significant changes to the plan, to adhere to the conditions of the Construction General Permit (when applicable), to oversee the maintenance of the Stormwater Pollution Prevention Plan (when applicable), and to notify the SID Project Inspector immediately after the initial installation of ESC measures and in the event of a significant discharge of sediment or other pollutants from the site.

Name: _____

Signature: _____ Date: _____