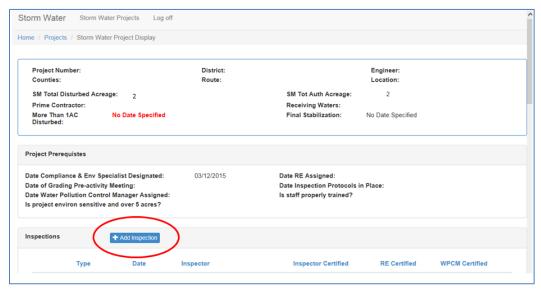
Quick Reference Guide – Land Disturbance Storm Water Database Closeout Procedure

This article is intended to guide the user in:

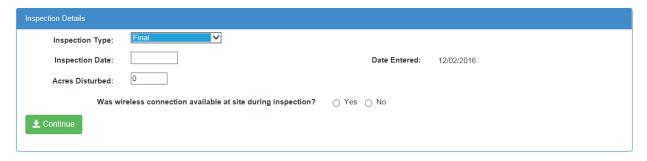
1. Closeout procedures for projects in the database.

CLOSEOUT PROCEDURE / FINAL REPORT

Navigate to Storm Water Projects – select the project from the listing or submit a search and Select the Project Number you wish to edit



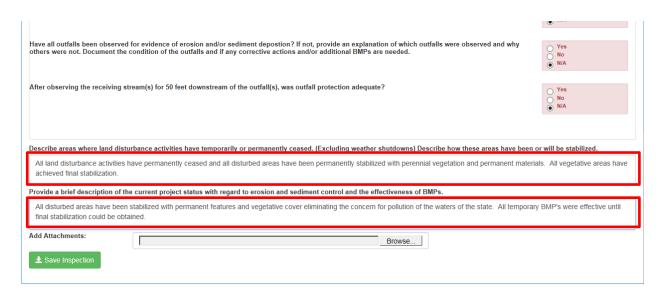
Select "+Add Inspection"



Inspection Type: Select Final. Land disturbance activities have ceased and 70% growth is established.

Inspection Date: Enter the date the inspection took place.

Acres Disturbed: Update the disturbed acres to 0 acre.



Answer all questions and make remarks to the effect the project has achieved final stabilization. Pro Tip: No deficiencies should exist on a final inspection report.

You may use this if you prefer:

All land disturbance activities have permanently ceased, and all disturbed areas have been permanently stabilized with perennial vegetation and permanent materials. All vegetative areas have achieved final stabilization.

All disturbed areas have been stabilized with permanent features and vegetative cover eliminating the concern for pollution of the waters of the state. All temporary BMP's were effective until final stabilization could be obtained.

- 1. Save Inspection and certify.
- 2. Have RE certify and Contractor WPCM mark the inspection received. (See previous section)
- 3. Once all parties have certified/marked the inspection received, the RE will enter the final stabilization date*. The date that should be entered is the date of the final inspection report. See below.

*This step can only be done by the RE, navigate to the Storm Water Project Display page and enter the date in the "Final Stabilization" section.

