

DEPARTMENT OF PLANNING AND PERMITTING
CITY AND COUNTY OF HONOLULU

650 SOUTH KING STREET, 7TH FLOOR • HONOLULU, HAWAII 96813
PHONE: (808) 523-4432 • FAX: (808) 527-6743
DEPT. WEB SITE: www.honolulu.gov • CITY WEB SITE: www.honolulu.gov

MUFI HANNEMANN
MAYOR



HENRY ENG, FAICP
DIRECTOR

DAVID K. TANOUE
DEPUTY DIRECTOR

July 20, 2006

(wyw)

ENGINEERING AND POLICY MEMORANDUM NO. CEB-2-06

TO: DEVELOPERS AND OTHER INTERESTED PARTIES
FROM: HENRY ENG, FAICP, DIRECTOR
DEPARTMENT OF PLANNING AND PERMITTING
SUBJECT: CONSTRUCTION SITE BMP CHECKLIST

A handwritten signature in black ink, appearing to read "Henry Eng", is written over the "FROM:" line of the memorandum.

Effective immediately, pursuant to National Pollutant Discharge Elimination System (NPDES) requirements, the attached Construction Site BMPs Weekly Checklist form shall be completed and submitted for all grading, grubbing, and stockpiling permits that result in the disturbance of one acre or more of total land area.

The form, which is intended to supplement our Civil Engineering Branch's permit inspections, contains checkboxes for daily entries under each column. A responsible person, designated by the owner or developer (permittee), must fill in and turn in the form to the appropriate Civil Engineering Branch inspector at the end of each week. Depending on the specific site conditions and/or stage of construction for the project, adjustments to the entry frequencies may be allowed. However, this must be coordinated through the inspector. The form submittal process concludes when the inspector determines that the work under the permit is complete.

The City's Rules Relating to Soil Erosion Standards and Guidelines and Best Management Practices Manual for Construction Sites in Honolulu are two relevant references. Both of these documents are available for purchase at the Municipal Bookstore, 558 South King Street, City Hall Annex, Ph. 523-4577.

Should there be any questions, please call Messrs. Marvin Fukagawa or Weston Wataru of the Civil Engineering Branch, at 527-5066 or 527-6303, respectively.

HE:ky

Attachment

cc: Building Division
All Site Development Division Branches
Inspection Unit

CONSTRUCTION SITE BMPs WEEKLY CHECKLIST

CITY & COUNTY OF HONOLULU
SITE DEVELOPMENT DIVISION

DEPARTMENT OF PLANNING AND PERMITTING
CIVIL ENGINEERING BRANCH

YEAR _____

Project Name: _____

Location: _____

TMK: _____

Developer: _____

Auth. Rep.: _____

Contractor: _____

Auth. Rep.: _____ PHONE _____

NPDES Permit needed? No Yes

NPDES Permit: HI R

Construction on schedule per ECP? No Yes

Grading Permit: GP200

DATE (month/day) →	SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY	
	Comply	Not Applicable	Comply	Not Applicable	Comply	Not Applicable	Comply	Not Applicable	Comply	Not Applicable	Comply	Not Applicable	Comply	Not Applicable
A. DUST CONTROL/TIRE TRACKING														
1. Dust Screen														
2. Stabilized Construction Entrance														
3. Inlet Protection														
4. Street Sweeping and Vacuuming														
5. Exit Tire Washing														
6. Other:														
B. STABILIZATION CONTROL														
1. Grass/Vegetation														
2. Mulching/Seeding														
3. Plastic or Geotextile Covering														
4. Slope Protection														
5. Other:														
C. SEDIMENT CONTROL														
1. Silt Fence/Barrier														
2. On Site Inlet Protection														
3. Dikes/Swales/Ditches														
4. Sediment Trap/Basin														
5. CB or In-Line Filtration														
6. Other:														
D. HOUSEKEEPING														
1. Vehicle and Equipment Cleaning														
2. Vehicle and Equipment Fueling														
3. Vehicle and Equipment Maintenance														
4. Material and Chemical Storage														
5. Spill Prevention and Control														
6. Trash Collection Areas														
7. Stockpiles														
8. Other:														

ACTION/REMARKS:

CHECKLIST NO:

PRINT NAME OF OWNER'S OR DEVELOPER'S REPRESENTATIVE

SIGNATURE OF OWNER'S OR DEVELOPER'S REPRESENTATIVE

DATE

rev 072006