

CITY OF DE PERE

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Safety & Buildings Division - Notice of Intent Registration Information

As of Sunday, April 1, 2007, soil erosion control code changes will be in effect, related to both commercial buildings and one & two family dwellings.

Notice of Intent, Commercial Buildings Construction Site, Soil Erosion Control registration is required after preparation of erosion/sediment control and stormwater management plans when the construction of a public building (or a residential development site) involves the disturbance of one or more acres of land.

This is to be filed at least seven (7) working days prior to commencement of disturbance of site.

- A \$25.00 fee will be charged for submittal of an electronic NOI (Notice of Intent) for a commercial building site where one acre or more surface area will be disturbed during construction. Online electronic submittal will be done for almost all NOI registrations. (Website: www.commerce.wi.gov/sb)
- (NOI registrations are done after soil erosion and sediment control/stormwater plans are completed.)
 - Electronic online NOI submittals to Commerce for commercial buildings will not be accepted without a plan summary. The online NOI registration will involve plan summary calculations and to identify the methods used for meeting the performance requirements of Comm 60.
 - There are three options for the plan summary:
 1. The first method is completed soil loss analysis Excel spreadsheet that creates an answer that complies with the soil loss requirements in Comm 60. This soil loss standard is met by altering the time the site is open or by applying practices to the site.
 2. The second method is by complying with the time periods listed in the appendix tables A-60.20-1 and-2.
 3. The third method includes the submission of an erosion control plan summary that meets the 80% reduction in sediment contained in runoff from the construction site.
- A \$325.00 fee will be required for a paper plan submittal of an NOI and plan summary. The paper submittal of an NOI and erosion and sediment control plan summary may be necessary when the online NOI process cannot accommodate an extraordinary design methodology. Paper submittals will be to the Madison office only. Plans will be assigned upon receipt to the next available scheduling opening.

All buildings constructed in Wisconsin that are under S&B Authority, including one and two family dwellings, are required to have an erosion and sediment control plan on site. (For commercial buildings, that plan will be evidenced through the NOI process. For one and two family dwellings, the plan information will be provided to the issuer of the local building permit. The plan must meet the requirements of Comm 21.125(3) or Comm 60.20(3). In most cases, mandated practices create a compliant small site of less than one acre disturbed area).

All building sites of less than one acre disturbed area must have the mandated practices implemented during the construction period. The mandated practices include: some form of perimeter control, a means to keep soil from leaving the site on vehicle tires and through dewatering activities, onsite inlet protection, and stockpile protection.

Frequently Asked Questions

Must I install erosion control measures if construction begins in the winter?

- Yes. Erosion control measures must be installed when the land disturbance begins. Some practices may not be suitable for winter installation.

What's a site? Can a site be more than one lot?

- A site is considered to be all of connected property owned by one person/entity. For instance, if one corporation owns five connected lots, the five lots would be considered a site for the purpose of NOI requirements. The owner may use perimeter control around all five lots or they may choose to treat each lot separately.

Can I submit an NOI (Notice of Intent) for a new retail development area to the Department of Commerce?

- You are required to submit an NOI for any building site regulated by the Department of Commerce (this includes public buildings and multi-family dwellings). If the original disturbance for the site includes the preparation for one of the buildings, the entire site could be submitted to the Department of Commerce at that time. An NOI for a single one or two family dwelling where one or more acres are being disturbed should be submitted at the local level when applying for the UDC Building Permit. (Erosion/sediment control and stormwater management plans must be prepared before submittal).

Does every project need a tracking pad?

- Not automatically. All construction sites need to prevent tracking onto roads or other offsite paved areas. If this can be accomplished by other means like gravel cover, natural non-tracking geologic features, a tire-washing station, or constant tire cleaning crew, the rule requirement is met.

Must I install a silt fence if the site I'm disturbing has a vegetative buffer that complies with the technical standard surrounding it?

- No, the vegetative buffer is acting as the perimeter control for the disturbed area.