**Attachment 2**

**MONTHLY VWP PERMIT INSPECTION FORM**

**Purpose:** Monthly inspection of 1) all authorized permanent and temporary impact areas; 2) all avoided surface waters, including wetlands, stream channels, and open water; 3) surface water areas within 50 feet of any land disturbing activity and within the project or right-of-way limits; and 4) all on-site permanent preservation areas required by a VWP permit**.**

**Instructions:** Inspection of permitted impact areas where activities are being conducted must occur once every calendar month until stabilization is achieved. Inspection of avoided/preserved areas must be conducted once every calendar month until compliance resolution is achieved, if applicable, or the permit coverage is terminated. Maintain this record on-site for review upon request by DEQ staff.

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| --- | --- | --- |
| **Project Name** | **VWP General Permit Tracking No.** | **Inspection Date** |
| **Inspector Name & Affiliation** | **Phone No. & Email Address** |
| **Based on my inspection, this project (**[ ]  **is in compliance /** [ ]  **is not in compliance) with the above-referenced VWP Permit coverage and the authorized impact map entitled *Final Impacts Map Name*, dated Date, last revised Date, and received Date. [optional: , and drawn by Name]**I certify that the information contained in this report is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature of Inspector Date |

|  | **In Compliance?** |  |  |
| --- | --- | --- | --- |
| **PERMIT REQUIREMENT** | **Yes** | **No** | **Not Applicable** | **Location, Description, Notes & Corrective Action Taken (use additional note space below if needed)** | **Date Completed** |
| Surface water impacts are limited to the size and locations specified by the permit. No sedimentation impacts and no impacts to *avoided surface waters or preservation areas* have occurred[[1]](#footnote-2). | [ ]  | [ ]  | [ ]  |  |  |
| Within 50 feet of authorized activities, all remaining surface waters and mitigation (preservation) areas that are inside the project area are clearly flagged or marked to prevent unpermitted impacts. | [ ]  | [ ]  | [ ]  |  |  |
| Authorized temporary impact areas have been restored to original contours, stabilized, and planted or seeded with original wetland vegetation type within 30 days of completing work in each area.[[2]](#footnote-3) | [ ]  | [ ]  | [ ]  |  |  |
| E&S management controls consistent with the Virginia Erosion & Stormwater Management Handbook are present and maintained in good working order. | [ ]  | [ ]  | [ ]  |  |  |
| Exposed slopes/stream banks have been stabilized immediately upon completion of work in each impact area, in accordance with the Virginia Erosion & Stormwater Management Handbook. | [ ]  | [ ]  | [ ]  |  |  |
| Heavy equipment is placed on mats/ geotextile fabric when working in temporary wetland impact areas. Equipment and materials removed immediately upon completion of work. | [ ]  | [ ]  | [ ]  |  |  |
| Construction activities are not substantially disrupting the movement of aquatic life. | [ ]  | [ ]  | [ ]  |  |  |
| New instream pipes and culverts on <5% slope have been installed to maintain low flow conditions and are countersunk at both ends as follows: ≤ 24” diameter: countersunk 3”> 24” diameter: countersunk 6” or more. Any variations were approved in advance by DEQ. | [ ]  | [ ]  | [ ]  |  |  |
| Time-of-year restrictions are being adhered to. | [ ]  | [ ]  | [ ]  |  |  |
| For stream channelization or relocation, work in surface waters is being performed in the dry, with all flows diverted until the new channel is stabilized. | [ ]  | [ ]  | [ ]  |  |  |
| Water quality monitoring is being conducted during permanent stream relocations. | [ ]  | [ ]  | [ ]  |  |  |
| Streams and wetlands are free from any sheen or discoloration that may indicate a spill of oil, lubricants, concrete or other pollutants.[[3]](#footnote-4) | [ ]  | [ ]  | [ ]  |  |  |

*For all impact areas that were not inspected this month (add additional rows if needed):*

|  |  |  |  |
| --- | --- | --- | --- |
| **Impact Area** | **Status (check one)** | **Date of last inspection** | **Comments** |
|  | **Not started** | **Inactive - Stabilized** | **Complete** |  |  |
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| **Inspection Notes** |
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1. If unauthorized impacts have occurred, you **must** email a copy of this report to DEQ within 24 hours of discovery. [select compliance office email] Email: Choose an item.. [↑](#footnote-ref-2)
2. Do not use plants and seeds on the most recent Department of Conservation and Recreation [Virginia Invasive Plant Species List](https://www.dcr.virginia.gov/natural-heritage/invsppdflist). [↑](#footnote-ref-3)
3. Any fish kills or spills of fuels or oils shall be reported to DEQ immediately upon discovery at [select Regional PReP #] Choose an item.. If DEQ cannot be reached, the spill or fish kill shall be reported to the Virginia Department of Emergency Management (VDEM) at 1-800-468-8892 or the National Response Center (NRC) at 1-800-424-8802. Any spill of oil as defined in § 62.1-44.34:14 of the Code of Virginia that is less than 25 gallons and that reaches, or that is expected to reach, land only is not reportable, if recorded per § 62.1-44.34:19.2 of the Code of Virginia and if properly cleaned up. [↑](#footnote-ref-4)