

**CITY OF LA QUINTA - PUBLIC WORKS DEPARTMENT GREEN SHEET
PUBLIC WORKS CLEARANCE FOR RELEASE OF BUILDING PERMIT**

Form updated & effective 9/25/2009

Green Sheet approvals are forwarded to the Building & Safety Department directly by Public Works. Please DO NOT submit the Green Sheet (Public Works Clearance) Packet to the Public Works Department until ALL requirements listed below are complete. Incomplete applications or applications which cannot be processed will be returned to applicant.

Date: ___/___/___ Developer: _____

Tract No.: _____ Tract Name: _____ Lot No.(s): _____

Address(s): _____ Phone Number: (____) _____

The following are the requirements for Public Works Clearance to authorize issuance of a building permit from the Building & Safety Department:

- CUSTOM HOMES: PROVIDE ITEMS #2, #3, #4, #5 & #7 BELOW**
- TRACT HOMES: PROVIDE ITEMS #1, #2, #3 & #5 BELOW**
- COMMERCIAL BUILDINGS/OTHER: PROVIDE ITEMS #1, #2, #3, #5 & #7 BELOW**
- WALLS, SIGNS, OTHER: PROVIDE ITEM #6 BELOW**

1. Attach Pad Elevation Certificates in compliance with the approved design elevation for building pad (maximum allowable deviation of +/- 0.1 foot). Pad Elevation Certificates must be current (within 6 months of current date). If a precise grading plan creates the pad for approval, please withhold green sheet submittal until a Pad Elevation Certificate can be provided.
2. Attach geotechnical certification of grading plan compliance including compaction reports from a licensed Soils Engineer. Recently rough graded residential developments which have a previously approved geotechnical certification are exempt from this requirement.
3. Attach recorded final map or title information/grant deed showing proposed building locations are legal lots.
4. Complete the attached < 1 acre per lot or infill project Fugitive Dust Control project information form, PM10 plan & agreement or provide alternative & valid City approved PM10 plan set reference number or hard copy plan. PM10 plans for commercial & residential developments (beyond 1 lot) are submitted separately with grading plans & are subject to additional requirements. A current PM10 certification number is required.
5. Attach a copy of the rough or precise grading plan to the Public Works Department showing building location(s) for pad elevation verification. AO flood zone developments will require an approved flood plain development plan.
6. Attach supporting documentation for wall plan, monument sign, grease trap or special facility installations.
7. Complete and sign the attached water quality management plan (WQMP) exemption form, if applicable. PW approved building construction projects require either a WQMP or a completed WQMP exemption form.

Approved maps/plans may be viewed at the following link: http://www.la-quinta.org/PlanCheck/m_search.aspx

I have reviewed and confirmed the requirements listed above as presented and find the improvements to be sufficiently complete for construction of the proposed buildings/structures/walls/signs on the subject lot(s). Pursuant to my findings, the above project may be released for building permit issuance.

This section completed by City staff.

Recommended by: _____ Date: ___/___/___

Public Works Distribution: (___) Green Sheet to Building & Safety
(___) Green Sheet to Planning Department

Declined for approval for reason(s) as follow(s), please correct and resubmit:

**City of La Quinta - PM10 Fugitive Dust Control Project Information
Construction Phase PM10 Agreement (< 1 acre/lot or Infill Project)**

Project Information	Project Contractor:
Project Phase (check one) <input type="checkbox"/> Construction <input type="checkbox"/> Demolition	Project Name: _____ Project Tract/Lot Numbers: _____ Project Street Address: _____ _____ Anticipated Start Date: ___/___/___ Anticipated Completion Date: ___/___/___
Total Acres in Active Construction (< 1 acre per Lot): _____	
PM10 Contact Information	Please note: Dust control is required 24 hours a day, 7 days a week, regardless of construction status. Person listed below is responsible for dust control during business and non-business hours.
Name:	
Title:	
Company Name:	
Mailing Address:	
City, State, ZIP Code:	
Primary Phone #:	
Fax #:	
24 Hour Emergency Phone#:	
Cell Phone #:	
Email Address:	
PM10 Certificate #:	

The above stated property owner (or authorized representative):

- ❖ Shall act as his/her acknowledgement of dust control requirements and their enforceability, pursuant to SCAQMD Rules 403, 403.1, 401, 402, 201, 203 and PERP;
- ❖ Shall constitute an Agreement to comply with all project conditions as identified in the approved dust control plan.
- ❖ Acknowledges that dust control is required twenty-four (24) hours a day, seven (7) days a week, throughout the period of project performance, regardless of project size or status;
- ❖ Shall ensure that each and every contractor, subcontractor and all other persons associated with the project shall be in continuous compliance with all requirements of the approved dust control plan;
- ❖ Shall take all necessary precautions to minimize dust, even if additional measures beyond those listed in the dust control plan are necessary;
- ❖ Shall authorize representatives of City/County to enter the property for inspection and/or abatement purposes;
- ❖ Shall hold harmless the City/County and its representatives from liability for any actions related to this dust control plan or any City/County initiated abatement activities.

Signature of Property Owner or Authorized Representative

Date

City of La Quinta - PM10 Fugitive Dust Control Plan (< 1 acre per Lot or Infill Project)

This Fugitive Dust Control Plan shall take into account applicable SCAQMD Regulations Rule 403, 403.1, 401, 402, 201, 203 and Portable Equipment Registration Program (PERP).

- ❖ **WATERING**: Continuous watering is required to prevent dust and must occur a minimum of four (4) times daily. Water shall be applied from an adequate sized metered water source to dry soils to prevent:
 - Visible dust emissions >20% opacity
 - Visible dust emissions that travel >100 feet from the source (within site)
 - Visible dust emissions that cross any property line
- ❖ **EDUCATION**: The responsible dust control Individual and key personnel shall attend SCAQMD PM10 class and obtain PM10 certificate number prior to construction activity (training information may be obtained by contacting SCAQMD at (909) 396-2183).
- ❖ **CONSTRUCTION & DEMOLITION ACTIVITIES**: A copy of this approved Fugitive Dust Plan must be kept on site. At least one short-term stabilization method must be used during off hours. At least one long-term stabilization measure must be used within ten (10) days of ceasing activity.
- ❖ **WEATHER MONITORING**: Wind predictions shall be monitored.
- ❖ **SIGNAGE**: Approved signs shall be installed at a highly visible location. Please refer to the *Coachella Valley Fugitive Dust Control Plan Handbook* for Construction Signage Guidelines.
- ❖ **TRAFFIC**: Construction traffic shall not be allowed on the pad, unless absolutely necessary. If vehicles operate on pad, pad shall be kept firm and moist through hose watering and sprinklers; and a maximum traffic speed of 15mph will be enforced. Fugitive Dust shall be prevented by fencing off site to prevent unauthorized traffic on pad.
- ❖ **PARKING**: Parking is not allowed on pad. All vehicles must park on street at designated areas only.
- ❖ **TRACK OUT**: Provide 24 hour street cleaning and track out system as approved by City Public Works inspectors. No dirt on public or private roads. Track out shall be cleaned up within one (1) hour of incident and at the conclusion of each workday.
- ❖ **DIRT PILES**: Dirt piles shall be limited to 50 cubic yards and built per California Building Code grading requirements. Piles shall be kept moist or covered with tarp material. Larger dirt piles will require stockpile or grading permit.
- ❖ **FENCING**: Provide PM10 fencing at perimeter of public roads and where applicable. Wood slat fencing can be installed at rear of property and return 20 feet on either side if HOA restrictions apply. Block walls can replace PM10 fencing during the construction phase.
- ❖ **EQUIPMENT**: Extra hoses and sprinklers shall be maintained on site.
- ❖ **EXCAVATION MEASURES**: All areas to be excavated or graded shall be pre-watered. Water shall also be applied during excavation or grading operations.
- ❖ **DUMP TRUCKS**: Open top dump trucks shall be wet down, moist and covered with a tarp prior to leaving site.
- ❖ **INACTIVE SITE**: Within 10 days of ceasing of activities, re-vegetate or permanently stabilize as required.
- ❖ **RECORD KEEPING**: Fugitive Dust Control Plan records (i.e. self inspection records, records of use of chemical suppressants, etc.) shall be maintained for 3 years by the Property Owner (or Authorized Representative). Property Owner shall notify the City and SCAQMD within 10 days of completion of project.

Water Quality Management Plan (WQMP) Exemption Form - Whitewater River Region

Documentation of Project Not Requiring a WQMP but Requiring Site Design BMPs and Source Control BMPs by Entitlement Conditions of Approval or Permit Conditions – WQMP Required for the Listed Change of Land Uses or for Changes of Pollutant Stream (All Questions Below Must be Answered “No” To Exempt Project)

	Yes	No
Entitlement or construction of new single-family hillside residence(s) that create 10,000 square feet, or more, of impervious area where the pre-development natural slope is 25% or greater?		
Entitlement or construction of new single-family hillside residence(s) that create 10,000 square feet, or more, of impervious area where the pre-development natural slope is 10% or greater where erosive soil conditions are known?		
Entitlement or construction of new commercial and industrial development(s) of 100,000 square feet or more?		
Entitlement or construction of new automotive repair shop(s) including body, upholstery, paint, exhaust, tire, transmission, engine or other automotive specialty repair. [Standard Industrial Classification (SIC) codes 5013, 7532, 7533, 7534, 7537, 7538, and 7539]?		
Entitlement or construction of new retail gasoline outlet(s) disturbing greater than 5,000 square feet?		
Entitlement or construction of new restaurant(s) (or potential restaurant shell space) disturbing greater than 5,000 square feet?		
Entitlement or construction of new home subdivision(s) with 10 or more housing units?		
Entitlement or construction of new parking lot(s) of 5,000 square feet or more, or with 25 or more parking spaces, and potentially exposed to Urban Runoff?		

Applicant Information

Name and Title	
Company	
Phone	
Email	

Project Information

Project Name	
Type (SFH, Multi-Family, Commercial, Etc.)	
Location or Street Address	
Nearest Cross Streets	
Municipality/County/Zip Code	La Quinta
Tract Number(s) and/or Assessor Parcel Number(s)	
Other Location Information	
Watershed	Whitewater River

Source Control BMP Information

Size of Project Area (nearest 0.1 acre)	
Project Area managed with Site Design or Low Impact Development (LID) BMPs (nearest 0.1 acre)	
Is the project subject to onsite retention by City ordinance or policy?	
Name of the Entity that will implement, operate, and maintain the Source Control BMPs	
Contact Name	
Street or Mailing Address	
City	
Zip Code	
Phone	

Check Item To be Performed	Source Control BMP Requirements - All Projects Require Non-Structural BMP Source Control Non-Structural BMP (See Appendix H, Section 4.5.2.1)
	Ongoing Irrigation System and Landscape Maintenance
	Ongoing Litter Control
	Ongoing Drainage System Inspection & Maintenance
	Education/Training for Property Owner, Operators, Occupants, or Employees
	Activity Restrictions – Prohibition of Debris Blowing/Sweeping/Washing into Street/Storm Drain, Closed Trash Lids, Restriction of Vehicle Washing
	Ongoing Street Sweeping at <u>Private</u> Streets and <u>Private</u> Parking Lots
Check Item To be Provided	Source Control BMP Requirements – Small Sloped Lots, Small Commercial, < 10 Unit Subdivisions, < 5,000 Square Ft. Parking Lots, Etc. Structural BMP (See Appendix H, Section 4.5.2.2)
	Storm Drain Inlet Stenciling and Signage
	Landscape and Irrigation System Design to Minimize Erosion & Nuisance Runoff
	Protection of Slopes and Channels to Minimize Erosion
	Multi-Family Project Use of Community Car Wash Racks
	Wash Water Controls for Food Preparation Areas to Use Sanitary Sewer
	Fueling Area (Design & Maintenance) Including PCC Surface, Canopy & Spill Prevention
	Air/Water Supply Area Drainage (Design & Maintenance) Including Spill Area Containment
	Trash Storage Areas (Design & Maintenance) Including Attached Lids, Storm Water Controls
	Loading Docks (Design & Maintenance) Including Storm Water Controls, Dry & Frequent Cleaning Procedures
	Maintenance Bays (Design & Maintenance) Including Indoor Location & Storm Water Containment
	Vehicle and Equipment Wash Areas (Design & Maintenance) Including Canopy & Containment
	Outdoor Material Storage Areas (Design & Maintenance) Including Canopy & Containment
	Outdoor Work Areas or Processing Areas (Design & Maintenance) Including Canopy & Containment
	CC&R's, Maintenance Agreements or Other mechanisms will be used to ensure the ongoing operation, maintenance, funding, transfer and implementation of the project-specific WQMP requirements. Legal description and plat stamped by Registered Surveyor to be attached to the applicable CC&R or Maintenance Agreement for recordation at Riverside County. (Optional Requirement to be reviewed on a Project by Project basis)

BMP Acknowledgement	
<p>The applicant shall comply with listed BMPs and applicable provisions of the City's NPDES stormwater discharge permit, LQMC Sections 8.70.010 et seq. (Stormwater Management and Discharge Controls), and 13.24.170 (Clean Air/Clean Water); Riverside County Ordinance No. 457; the California Regional Water Quality Control Board – Colorado River Basin Region Board Order No. R7-2008-0001 and the State Water Resources Control Board's Order No. 99-08-DWQ.</p>	<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Date: ____/____/____</p> <p>Phone: (____) _____</p>

Applicant Certification

I certify that I have read this form in its entirety and understand the City's submittal and review process and the requirements for this form. I understand and agree that if during the processing of the form, it is determined the information contains errors or omissions, clarification and/or supplemental information may be required and the preparation of such information may be considered, in the Community Development Director's judgment, an unreasonable delay and will result in a suspension of processing time limits in accordance with the California Code of Regulations, Title 14, Section 15109.

Signature: _____

Print Name: _____

Title: _____

Date: ___ / ___ / ___

Phone: (____) _____

Owner Certification

I certify under the penalty of the laws of the State of California that I am the property owner of the property that is the subject matter of this application and I am authorizing and hereby do consent to the filling of this application and acknowledge that the final approval by the City of La Quinta, if any, may result in restriction, limitations and construction obligations being imposed on this real property.

Signature: _____

Print Name: _____

Title: _____

Date: ___ / ___ / ___

Phone: (____) _____