

Case No. **LU - 170167** Accepted By: C. Bates Date: 3-14-17  
Application Fee: 175.00 ☒ Paid Check # 351 Receipt # 9529

## ***Baldwin County Land Use Certificate Application***

**Main Office (Mailing)**  
22251 Palmer Street  
Robertsdale, AL 36567  
Phone: (251) 580-1655  
Fax: (251) 580-1656

**Main Office (Physical)**  
22070 Highway 59  
Robertsdale, AL 36567  
Phone: (251) 580-1655  
Fax: (251) 580-1656

**Foley Office**  
201 East Section Avenue  
Foley, AL 36535  
Phone: (251) 972-8523  
Fax: (251) 972-8520

**AN APPROVED LAND USE CERTIFICATE DOES NOT CONSTITUTE APPROVAL  
FOR A BUILDING PERMIT**

### **Applicant**

Are you the property owner? ☒ **YES** ☐ **NO**

(If you are not the property owner you must submit Owner Authorization Form signed by the property owner)

Name: VEE Properties, LLC Date: 3/8/2017

Mailing Address: PO Box 1028

City: Montrose State: AL Zip code 36559 -

Telephone: ( 251 ) 401 - 6395 Fax: ( 251 ) 633 - 8577 e-mail: johnw@wccgc.com

### **Site Information**

Parcel ID Number: 05-43-05-21-0-000-048-005

Physical Address (E-911): 25387 Friendship Road Daphne, AL 36526

Subdivision/Lot/Unit No: Lot 5 Friendship Road Business & Warehouse Park

Lot Size (acres or square feet): 46,800 Lot Dimensions: 130 X 360

Are there existing structures on the property? ☐ **YES** ☒ **NO**

If yes, please describe: \_\_\_\_\_

### **Water and Sewer Information**

(Check Appropriate Box)

☒ Septic Tank System

☐ Well

☐ Sewer System

☒ Water System

Name of System: \_\_\_\_\_ Name of System: Belforest Water

(Over, Please Continue to Reverse Side)





## Project Description

Use: (Check One)

- ☐ Single Family ☐ Two-Family ☐ Multi-Family ☒ Commercial  
☐ Industrial ☐ Alterations/Repairs ☐ Piers/Boathouse ☐ Accessory Structure  
☐ Other (specify) \_\_\_\_\_

Description of work and the proposed use: 7,000 sf commercial office and warehouse space

Commercial General Contractor office and storage space  
in Warehouse,

\*\*\*\*\*

This certificate is valid for a six (6) month period after date of issuance. I hereby certify that the information stated on and submitted with this application is true and correct. I also understand that the submittal of incorrect information will result in the revocation of this permit and any work performed will be at the risk of the applicant. I understand further that any changes which vary from the approved plans will result in the requirement of a new Land Use Certificate.

Applicant Signature: [Signature] Date: 3/8/2017

Erosion Control Plan Submitted: ☒ YES ☐ NO

Proposed Installation Date: 3/21/2017 License No. : 9469

Comments: Sheet C-3

Preparer Signature: on signed drawing C-3 Date: 3-14-17

### After application has been reviewed:

- ☐ I will pick up the approved application after I have been contacted.  
☒ I would like the approved application to be forward to the appropriate Building Inspection office.

### Office Use Only

Zoning Classification: B3 Planning District: 15 Flood Zone: X

- ☒ Culvert Permit ☒ Sewer Release ☒ Water Release ☒ Site Plan ☒ Construction Plans ☐ Agent Authorization  
☐ State Lands Permit Confirmation # \_\_\_\_\_ ☐ U.S. Army Corp. Permit ☐ U.S. Fish & Wildlife Permit

Potential Wetlands ☐ YES ☒ NO ARB ☐ YES ☒ NO Study Area: \_\_\_\_\_ FLU District: \_\_\_\_\_

\*\*\*\*\*

Decision: ☒ APPROVED ☐ DENIED

Comments: Drainage Plan ok per Seth Peterson.

Zoning Administrator (or designee) Signature: [Signature] Date: 3/28/17



ALABAMA DEPARTMENT OF PUBLIC HEALTH

PERMIT TO INSTALL(Repair) AN ONSITE SEWAGE DISPOSAL SYSTEM

BALDWIN County Health Department

Permit Number: 17-5-112660

New	Conventional	Small Flow	No of Bedrooms:
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**A** APPLICANT: Construction Witherington Owner Phone: () -  
 Property Address: 25387 Friendship Road  
 Property City, State: Daphne, AL Property Zip: 36526  
 Development Name: Friendship Road Business & Warehouse Park, Lot 5 Plat: Lot: 5

**B** INSTALL AT THIS SITE: An approved onsite sewage disposal system constructed in compliance with the Onsite Sewage Disposal Rules (Chapter 420-3-1) and the approved plot/construction plan.

1. SEPTIC TANK: 1000 gallons  
 2. EFFLUENT DISPOSAL FIELD Treatment Type: \*Septic Tank with Risers & NSF Filter

Other requirements: NSF46 Outlet Filter and Risers required

Conventional with 180 linear feet (540 square feet) of \*Engineer specified - see plans. Installed in a 36 inch wide trench at a depth of 24 - 36 inches Below Original Ground .Level Header

NOTE: MINIMUM 25% of linear footage can be installed as separate washing machine line (Primary EDF reduction not to exceed 1/5 of total).  
 NOTE: Linear footage must be increased by 50% if spa/hot tub (90 Gallons or greater capacity) is installed.

**C** ADDITIONAL PERMIT CONDITIONS: Landscape Area for adequate drainage

Comments 12 inch chambers have been specified.

Location On Site: Left Side of House  
 Permit Issued Date: 3/21/2017  
 Permit Expires On: 3/21/2022

LON\_X\_COORD  
 LAT\_Y\_COORD

..   
 Signature Public Health Environmentalist

Applicant may have a system installed ONLY BY A LICENSED PERSON who has complied with the provisions of Act 99-571, as enacted by the Legislature of Alabama in its 1999 regular Session, and as implemented. No changes without prior written approval. Call the Health Department PRIOR to beginning installation at (251) 947-3618

No part of any installation shall be covered or used until inspected, corrections made (if necessary), and approved by the local health department (unless expressly authorized by the local health department in writing). Permitting of this site for the installation and usage of an onsite sewage disposal system is based on, and contingent upon, the certifying professional's soils tests and statements being accurate. This sewage disposal system permit to install is null and void if: (a) conditions are changed from those shown on the application or the approved plot/construction plan; or (b) conditions of this permit are not followed. Any part of the installation which has been covered prior to approval shall be uncovered, if necessary, upon direction by the local health department. NOTE: Effluent lines must be a minimum of 100 feet from any water well or source of potable water, 50 feet from any surface waters, 10 feet from any existing or proposed swimming pool, 5 feet from any property line, 25 feet from a natural or man-made drainage feature, embankment, or cut, and 5 feet from any dwelling. The issuance of this permit is based on the soil test results reported on the application form and is site-specific for the area selected by the engineer land surveyor/soil classifier/site evaluator.

Issuance of the Permit To Install (Repair) An Onsite Sewage Disposal System, and subsequent approval (if any) of same by representatives of the Alabama Department of Health or county health departments, shall not be construed as a guarantee that such systems will function satisfactorily for any given period of time; furthermore, the health department does not assume any liability for damages which are caused, or which may be caused, by the malfunction of such a system. The submittal of the Application To Install (Repair) An Onsite Sewage Disposal System assumes that the owner, applicant, or developer has insured that the tract is usable for the installation and usage of an onsite sewage disposal system.



## MEMORANDUM:

TO: Construction Witherington  
FROM: BALDWIN County Health Department

*Enclosed is your "Permit to Install an Onsite Sewage Disposal System". The following are pre-installation recommendations:*

- 1- Stakes placed in the disposal field area by your professional engineer, land surveyor or soil classifier should be maintained until the installer begins installation of the system. Placement of the system within property lines and other legal setbacks is dependent on accurately located markers.
  - 2- Keep vehicles and construction supplies off of the disposal field area to prevent compaction.
  - 3- Advise your builder or mobile home mover of the plumbing stubout elevation that is specified on the permitted onsite sewage system plans.
  - 4- Advise underground utility installers that no utility lines can cross the disposal field. This includes gas, power, cable, water, or phone lines.
  - 5- Contact a licensed installer currently licensed by the Alabama Onsite Wastewater Board to install the system, providing the installer with the attached "Permit to Install."
- NOTE: Alternative systems require installation by installers holding an Advanced Installer License. You are encouraged to SEEK A RECOMMENDATION FROM YOUR ENGINEER. A current list of licensed installers is available through the Alabama Onsite Wastewater Board or the BALDWIN County Health Department.*
- 6- Do not allow installation of the disposal field to begin while the area is wet. Digging or scarifying wet ground can compromise the disposal field's permeability.
  - 7- Call the BALDWIN County Health Department at to schedule an installation inspection. Please give as much advanced notice (days) as possible, but phone NO LATER THAN 9:00 a.m. on the day construction of the system is to begin.

*(For alternative system, schedule an installation inspection with your engineer also.)*

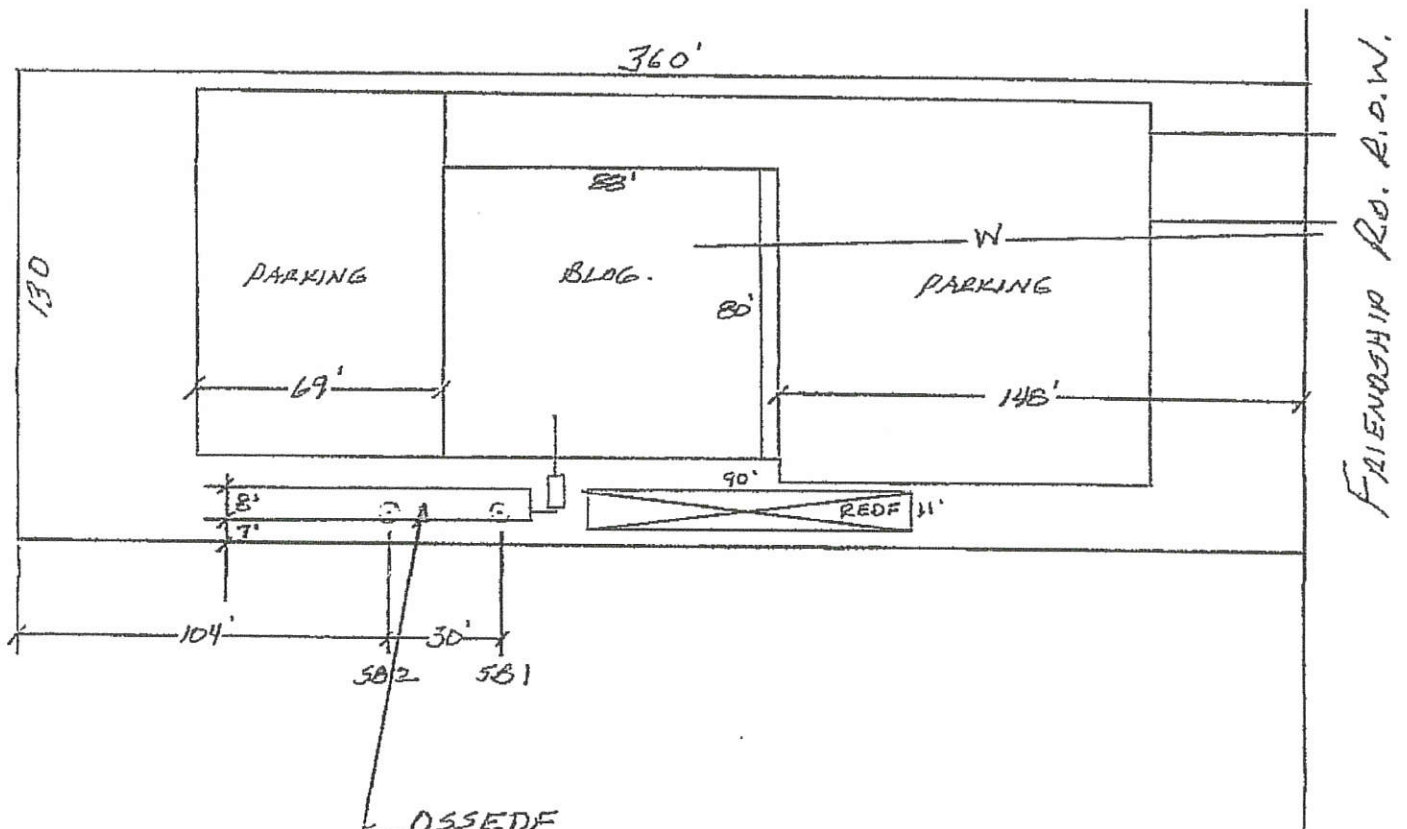
- 8- Have your engineer send a Certification Letter for alternative systems to the health department as soon as the certification inspection is performed.
- 9- After approving the system installation and receiving the Installer's Certification (plus the Engineer Certification on Alternative/Innovative systems) the health department will issue the "Approval for Use". This document may be required by your lending agency at closing.



N

FAX - JOHN @ 633 8577

PLOT PLAN  
FOR  
WITHERINGTON  
2/16/17 Hamlin



OSSEDF

2 LINES @ 90' EA.

12" CHAMBERS

TD = 30" @ SB1

TD MIN/MAX = 12/36

1000 GAL. TANK

Hamlin  
2/16/17

PLAN  
1" = 50'



24



### Legal Description

## LOT 5 FRIENDSHIP ROAD BUSINESS & WAREHOUSE PARK

PARCEL NO - 43-05-21-0-000-048.005



PHONE: 251-626-5554  
FAX: 251-626-5540



PO DRAWER 2130  
DAPHNE, AL 36526

Rudd Schultze, President • James McFall, Vice President • Charles Dube, Secretary • Mackie Garrett, Director • Daryl Cleworth, Director

### Connection Fee Receipt

Today's Dt: 03/14/17 Empl sign: M. Ed. I. CAM BWS 3/14/17

Service Address: 25387 Friendship Road

Lot# 5 Phase: \_\_\_\_\_ Part: \_\_\_\_\_

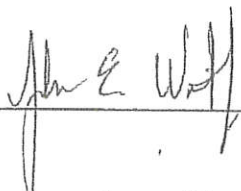
Subdivision: N/A

Meter Size & Amount: 3/4" \$1,780.00

Customer Name: Witherington Construction

Customer Address: 25387 Friendship Road, Daphne AL

Customer Phone #: (251) 401-6395

Customer Signature: 

Meter will be set within 10 business days of the day the proper permit is posted on property. Meter Box must be visible and accessible before meter will be set. If service line must be moved it is the responsibility of the contractor or homeowner.





STATE OF ALABAMA  
DEPARTMENT OF PUBLIC HEALTH  
THOMAS M. MILLER, M.D. • STATE HEALTH OFFICER

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BALDWIN COUNTY HEALTH DEPARTMENT  
ENVIRONMENTAL OFFICE

March 23, 2017

Witherington Construction  
6159 Omni Park Drive  
Mobile, AL 36609

RE: Release for building Department @ Friendship Road Business & Warehouse Park Lot 5

Dear Sir,

This Office has issued a septic tank permit located at 25387 Freindship Road, Daphne, Alabama. The permit is for an Office/warehouse with 22 employees.

If you have any further questions, please contact this office.

Respectfully,

A handwritten signature in black ink, appearing to read "Loren Powers", with a long horizontal line extending from the end of the signature.

Loren Powers  
Senior Environmentalist  
Baldwin County Health Dept.



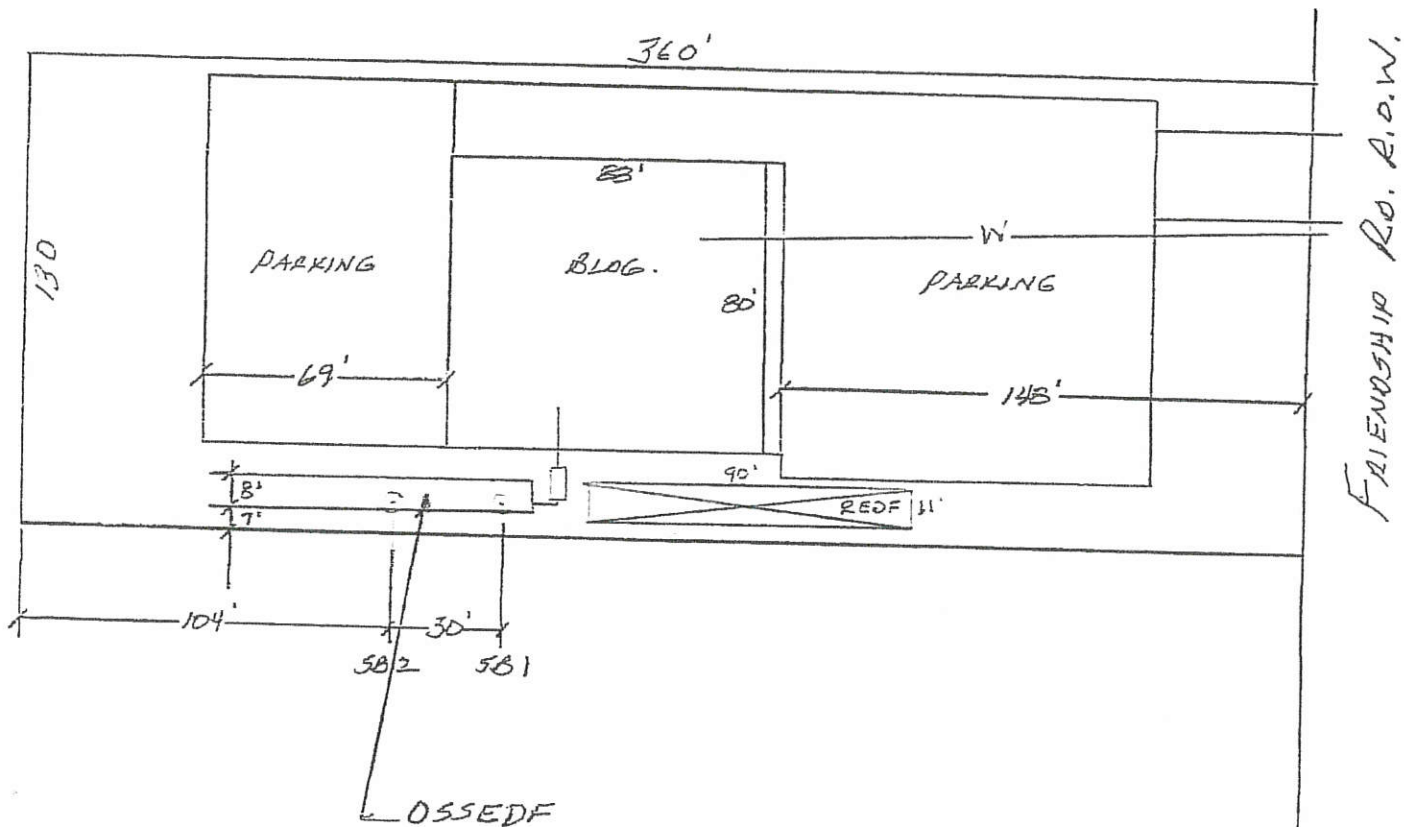
4  
N

FAX - JOHN @ 633 8577

PLOT PLAN  
FOR

WITHERINGTON

2/10/17 Hamlin



2 LINES @ 90' EA.

12" CHAMBERS

TD = 30' @ 58.1

TD MIN/MAX = 12/36

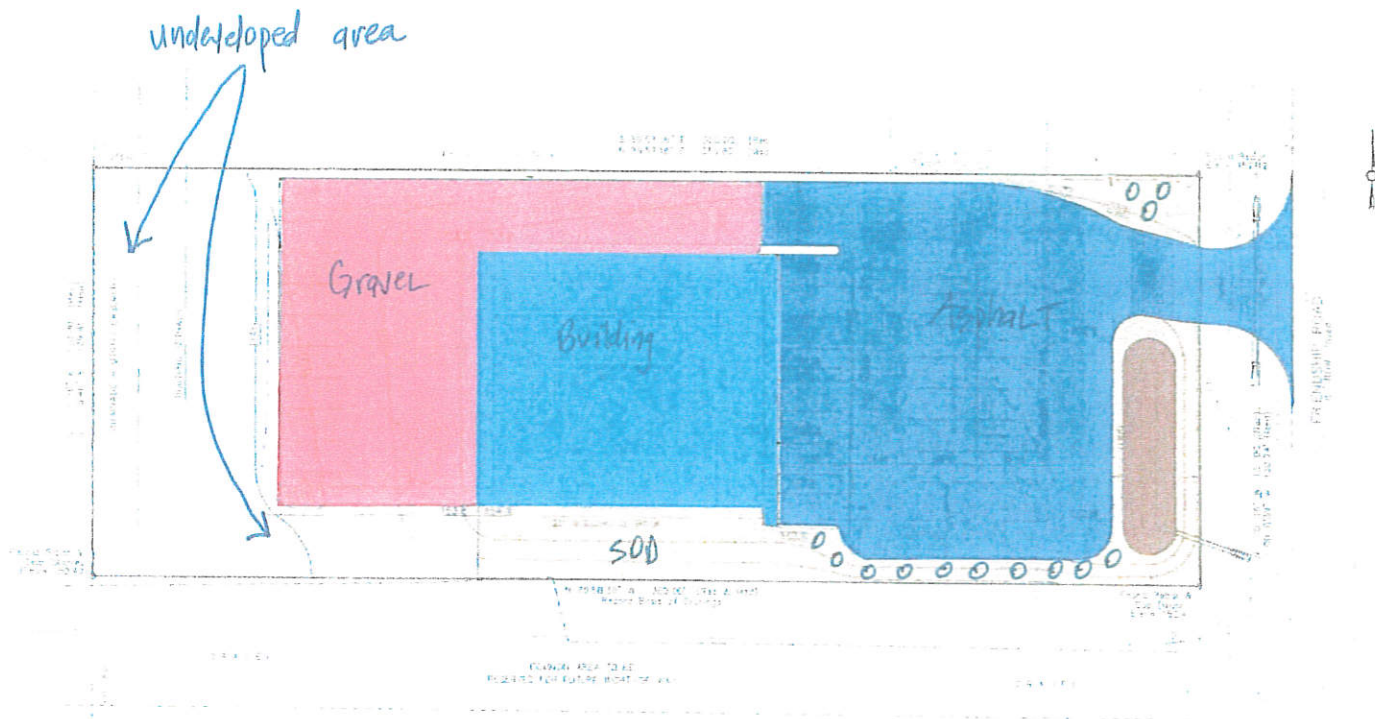
1000 GAL. TANK

Hamlin  
2/16/17

PLAN  
1" = 50'



# Witherington Office Daphne AL Landscaping Plan



0 - 13 ea hedges

Tan = Sod



Office Use Only

Case No.                     

Received By:                     

Date:                     

Application Fee:                     

Receipt No:                     

**BALDWIN COUNTY HIGHWAY DEPARTMENT**  
**PERMIT DIVISION**

P.O. Box 220  
Silverhill, Alabama 36576  
Telephone: (251) 937-0278  
Fax No.: (251) 937-0227

**INDUSTRIAL/COMMERCIAL/RESIDENTIAL MULTIUNIT  
RIGHT-OF-WAY ACCESS AND DRAINAGE IMPACT PERMIT**

**Applicant**

Are you the property owner? ☒ yes ☐ no

(If you are not the property owner you must submit Owner Authorization Form signed by the property owner)

Name: VEE Properties LLC

Date: 3/14/17

Mailing Address: P.O. Box 1028

City: Montrose State: AL Zip code 36559

Telephone: (251) 401-6395 Fax: (251) 633-8577 e-mail: john@veegee.com

**Site Information**

Parcel ID Number(s): 05-43-05-21-0-000-048.005

05-                     

05-                     

Development Name: Witherington Construction Corp.  
Or Name of Business

Address of Site: 25387 Friendship Road Daphne AL 36526

Site Acreage: 1 Acre Number of Units or Type of Commercial Activity: 1 building, office/warehouse

**Development Type**

Check One:

☐ Subdivision/Multifamily

☒ Retail/Commercial

☐ Industrial



Engineer: David Shumer  
Mailing Address: 4373 Downtowner Loop South, Suite B  
City: Mobile State: AL Zip code: 36609  
Telephone: (251) 219-4942 Fax: (251) 219-4074 e-mail: david@bartoneng.com

Name of Contractor: Witherington Construction Corp.  
(A copy of the contractor's current license must be submitted)  
Mailing Address: 6159 Omni Park Drive  
City: Mobile State: AL Zip code: 36609  
Telephone: (251) 633-8570 Fax: (251) 633-8577 e-mail: john@wccgc.com  
(Check all that apply)  
Commercial Turnout ☒ Driveway Turnout ☐ Drainage ☐  
Acceleration Lane ☐ Deceleration Lane ☐ Median Turn Lane ☐

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I hereby certify that the information stated on and submitted with this application is true and correct. I also understand that the submittal of incomplete or incorrect information will result in this application not being processed. I understand that payment of these fees does not entitle me to approval of this application and that no refund of these fees will be made. I have reviewed the attached applicable development standards as set forth in the Baldwin County Highway Department and I further understand that the decision of the Baldwin County Highway Department shall be final and conclusive on any question that may arise relating to this permit and/or to any work done or to be performed pursuant thereto.

Applicants Signature: John E. Witherington Date: 3/14/17

FOR OFFICE USE ONLY			
DATE APPLICATION REVIEWED:	<u>3-23-17</u>		
IS THIS A COUNTY MAINTAINED RD:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
ENGINEERING PLANS SUBMITTED:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
TRAFFIC STUDY SUBMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> N/A
ARE TURN LANES WARRANTED:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> N/A
COST ESTIMATE SUBMITTED:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> N/A
INSPECTION FEE PAID:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> N/A
HAS ENGINEER VISITED SITE:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
DOES THIS SITE DRAIN TO CO. ROW:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
COMMENTS: _____			
SIZE OF DRIVEWAY CROSS-DRAIN: <u>18" RCP</u>		DATE PERMIT ISSUED: <u>3-23-17</u>	
PERMITTING AGENT: <u>Seth Peterson</u>		TITLE: <u>Permit/Subdivision Manager</u>	
SIGNATURE: <u>Seth Peterson</u>			





## BALDWIN COUNTY

### HIGHWAY DEPARTMENT

P.O. Box 220  
SILVERHILL, ALABAMA 36576  
TELEPHONE: (251) 937-0371  
FAX (251) 937-0201

CAL MARKERT, P.E.  
COUNTY ENGINEER

March 24, 2017

John Witherington  
6159 Omni Park Dr  
Mobile, AL 36609

**Subject: TO-17004 – Commercial Turn-out Permit onto Friendship Rd.**

Attached hereto is the permit issued to John Witherington to construct a commercial turn-out onto Friendship Rd for a proposed construction office at parcel number 43-05-21-0-000-048-005. The following requirements should be noted:

1. You are responsible for any damage done to the county roadway and/or ditch as a result of this construction and use.
2. You are responsible to re-vegetate all disturbed areas on the County right-of-way.
3. You are required to construct the drainage pipe and/or driveway so that storm water will not stand on the County right-of-way.
4. Any driveway installed is subject to removal if done in a manner that is unsafe or unacceptable to the county engineer.
5. Chapter 6 of the MUTCD must be followed for traffic control.

You are required to contact this office to prior to beginning work in the right-of-way. Please feel free to give us a call if you have any questions.

Sincerely,

Vince Ramer  
Permit/Subdivision Inspector

Cc: Area 200 Maintenance Supervisor  
Seth Peterson, P.E.  
File





# TO-17004 - Friendship Rd



JONESBORO RD

## Legend

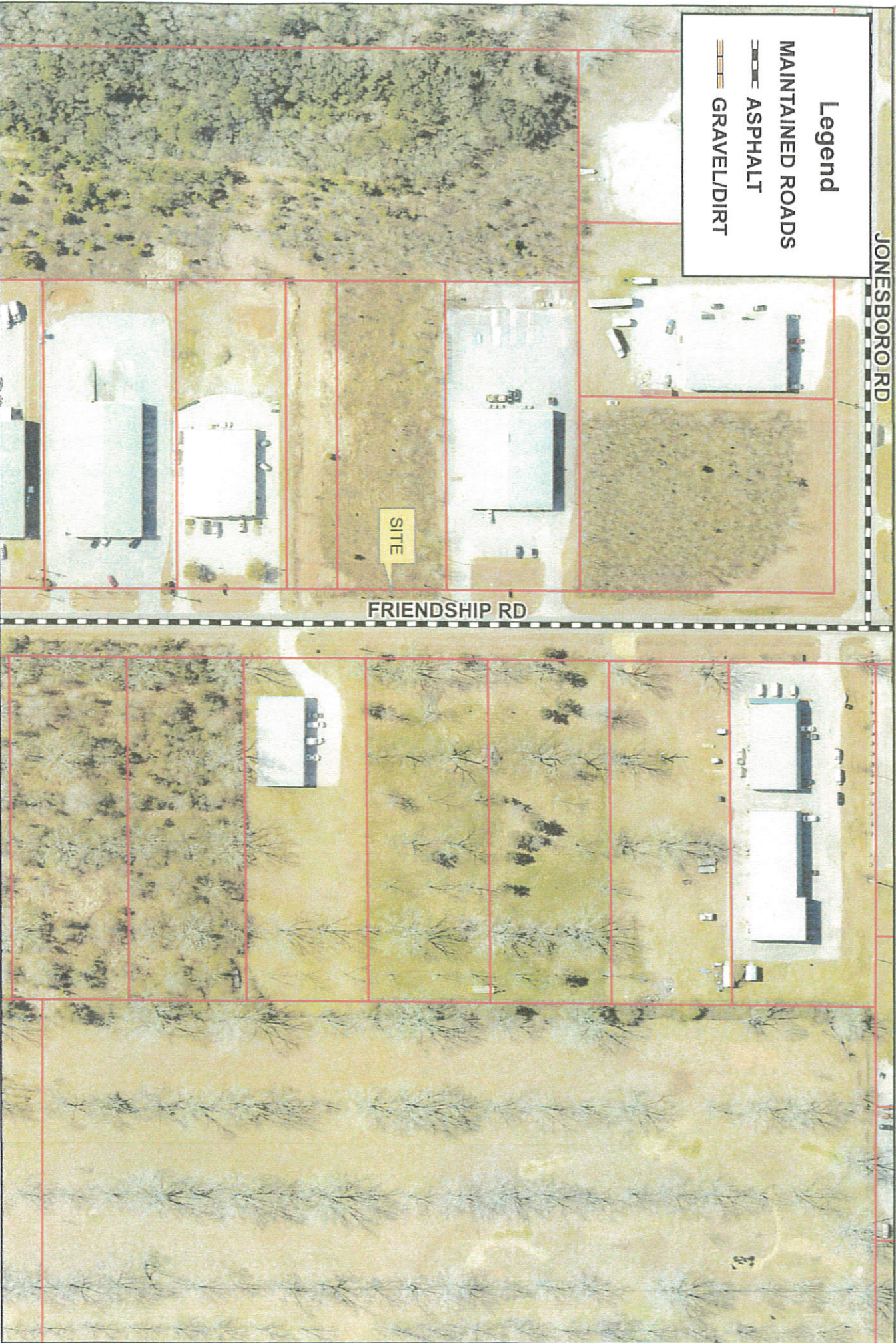
MAINTAINED ROADS

ASPHALT

GRAVEL/DIRT

SITE

FRIENDSHIP RD





# Plan Review – Development

## BCHD GUIDELINES FOR OPERATIONS

Activity/Sub-Activity Description: Subdivision Review & Permitting

Activity Code Number: 802

Administered by: Office Administrator (OA), Permit Subdivision Mgr. (PM), Engineering Tech (ET) of the Permit Section

Definition: This activity is to ensure residential & commercial subdivisions abide by the Baldwin County Subdivision Regulations.

Procedure to Accomplish:

### FOR ETJ CASES:

- 1) Applicant submits a Development Permit application
- 2) OA looks over the application to ensure all requested information is given (20 min Process Time (PT))
  - If application is lacking information this information must be gathered before the review process is initiated
  - Once the application contains all applicable information the review process can continue
- 3) OA creates a file for the application (40 min PT)
  - Assign the file a number (look in database for next available number)
  - Create both a physical folder as well as a digital folder
- 4) OA sends out copies of plat to necessary parties, request approvals from utility companies (30 min PT)
- 5) PM performs review of application (Utilize Subdivision Regulations as well as the in-house checklist to determine if all requirements are met and insure the safety of the general public is maintained). If subdivision accesses a non-County maintained road a letter must be sent out to the entity responsible for maintenance to obtain their approval of the plans. (120 min PT)
- 6) If traffic impact study is warranted the PM obtains quote from approved consultant, receives payment from developer, and gives consultant a notice to proceed for the study. Once the study has been completed the PM determines if any improvements are warranted. (Lead Time (LT) may take several weeks, continue with other steps while this process is underway - 60 min PT)
- 7) PM visits the site to determine if factors exist that are not seen with the application (30 - 120 min PT)
- 8) PM determines if the Development Permit meets all applicable requirements and composes letter to send to the applicant and city (30 min PT)
  - If any deficiencies exist the deficiencies should be detailed out to the applicant
  - Once all requirements have been met the permit shall be approved
- 9) OA sends out the review letter to the applicant and the city (10 min PT)
- 10) After Development Permit is approved applicant submits Construction Plans for review

## BCHD GUIDELINES FOR OPERATIONS

- 11) OA looks over the application to ensure all requested information is given (20 min Process Time (PT))
  - If application is lacking information this information must be gathered before the review process is initiated
  - Once the application contains all applicable information the review process can continue
- 12) OA updates the file for the application (15 min PT)
- 13) PM & ET perform review of application (Utilize Subdivision Regulations as well as the in-house checklist to determine if all requirements are met and insure the safety of the general public is maintained). (180 min PT)
- 14) PM determines if the Construction Plans meets all applicable requirements and composes letter to send to the applicant and city (30 min PT)
  - If any deficiencies exist the deficiencies should be detailed out to the applicant
  - Once all requirements have been met the permit shall be approved
- 15) OA sends out the review letter to the applicant and the city (10 min PT)
- 16) Once the construction plans are approved and all applicable permits have been obtained the PM issues a Subdivision Permit to the applicant granting them permission to begin construction (15 min PT)
- 17) ET inspects subdivision during construction and issues statement to whether or not the improvements meet the minimum standards or not (See Subdivision Inspection SOP)
- 18) After construction is complete and improvements have been approved applicant submits Final Plat application
- 19) OA looks over the application to ensure all requested information is given (20 min Process Time (PT))
  - If application is lacking information this information must be gathered before the review process is initiated
  - Once the application contains all applicable information the review process can continue
- 20) OA updates the file for the application (15 min PT)
- 21) PM performs review of application (Utilize Subdivision Regulations as well as the in-house checklist to determine if all requirements are met and the plat does not differ from the previously plat (30 min PT)
- 22) PM determines if the Final Plat meets all applicable requirements and composes letter to send to the applicant and city (15 min PT)
  - If any deficiencies exist the deficiencies should be detailed out to the applicant
  - Once all requirements have been met the plat shall be approved
- 23) OA sends out the review letter to the applicant and the city (10 min PT)
- 24) After the Final Plat is approved the applicant obtains all necessary signatures and submits Final Plat to County to obtain signatures from the Planning Director (if located in a zoned district) and the County Engineer
- 25) PM reviews Final Plat to ensure nothing has changed from previously approved plat (10 min PT)
- 26) PM obtains signatures from necessary staff (10 min PT)
- 27) Applicant picks up signed Final Plat, and takes to the office of Probate for Recording. Once the Final Plat is recorded (3) copies are brought back to the County
- 28) OA sends out copies of Recorded Plat to necessary parties and files the remaining plat(s) (20 min PT)



# Plan Review - Development

## CONSTRUCTION PLANS

### PROCEDURE AND REQUIREMENTS

#### SUBMITTAL CHECKLIST

This checklist shall be completed and signed upon submitting applications to be considered by the Baldwin County Commission or through the ETJ review process.

NAME OF PROPOSED PROJECT: \_\_\_\_\_

CASE NO.: \_\_\_\_\_ DATE: \_\_\_\_\_

Prior to commencement of construction pursuant to Development Permit approval, the applicant shall submit 2 sets of construction plans for the required improvements, the construction plan review fee, and engineering calculations prepared in accordance with these regulations. These plans and calculations will be reviewed by the County Engineer for compliance with these regulations. Any items being deficient will be detailed in a letter to the applicant and corrected plans and calculations shall be submitted. A Subdivision Permit will not be issued until the Construction Plans have been approved by the County Engineer or his/her designee.

All plans shall meet the minimum standards of design and general requirements for the construction of public improvements as set forth in these regulations. Construction plans shall be drawn at a scale of not less than one (1) inch equals fifty (50) feet and map sheets shall be of the same size as the Subdivision Plat. Construction plans shall be prepared by a Licensed Professional Engineer registered in the State of Alabama. The following construction plans shall be included:

(a) Street Plan containing the following information:

- \_\_\_\_ 1. Locations of all proposed and existing streets or rights-of-way in or adjacent to the subdivisions;
- \_\_\_\_ 2. Width of existing and proposed rights-of-way and easement;
- \_\_\_\_ 3. Street names and location of street signs;
- \_\_\_\_ 4. Plan and Profile of all streets, showing natural and finished grades drawn to scale of not less than one (1) inch equals 100-feet horizontal and one (1) inch equals 10 feet vertical;
- \_\_\_\_ 5. Typical roadway Section detail;
- \_\_\_\_ 6. Cross Sections of proposed streets at a minimum of 100 Foot stations;
- \_\_\_\_ 7. Curve data for the centerline of each street: Delta, Tangent, and Radius
- \_\_\_\_ 8. Location of all proposed sidewalks and crosswalks.

\_\_\_\_ (b) Storm Drainage Plans showing plans and specifications that describe the measures proposed to manage storm water runoff (see Section 5.11: *Drainage Systems* and Section 5.12: *Storm Water Detention/Retention/Management*). This shall include an overall drainage plan and documents containing all supporting drainage calculations.

\_\_\_\_ (c) Erosion control Plans showing plans and specifications that describe the measures and best management practices which are proposed to control site erosion during and after construction (see Section 5.13: *Erosion and Sedimentation*). This shall include an overall erosion control plan.

\_\_\_\_ (d) Utility Plans showing plans and specifications for the proposed water supply, sewage disposal, and fire protection as applicable (see Section 5.2.5: *Utilities*). This shall include an overall utility plan.

\_\_\_\_ (e) Traffic Control Plans showing plans and specifications for the proposed permanent and temporary traffic control devices.

I certify that to the best of my knowledge, all information supplied with this submittal is complete and accurate.

\_\_\_\_ Signature of Applicant/Engineer/Surveyor

\_\_\_\_ Firm

\_\_\_\_ Date



# Plan Review - Development

Drainage / Erosion Control Plan Checklist For 2012 Regulations 1

## DRAINAGE / EROSION CONTROL PLAN CHECKLIST

CASE NAME \_\_\_\_\_ CASE NO. \_\_\_\_\_

DISTRICT \_\_\_\_\_ ZONED \_\_\_\_\_ REVIEW ENGINEER \_\_\_\_\_ DATE \_\_\_\_\_

PARCEL ID \_\_\_\_\_

APPLICANT INFO \_\_\_\_\_

### Section 5.1.2 Drainage System Standards

- (a) \_\_\_\_\_ Stormwater drainage system separate and independent from any sanitary sewer system  
 Design narrative and calculations by P.E. licensed in Alabama  
 Fill does not restrict the flow of water or redirect stormwater to adjacent properties  
 If water is diverted into an unsanitary water system on private land drainage rights must be secured by the applicant and indicated on the plans  
 Any spring water is carried away by pipe of open ditch (either in ROW or unobstructed drainage easement)  
 Potential upstream development accommodated in design  
 Downstream drainage facilities adequate for additional runoff

### Section 5.1.3 Drainage Systems

- (a) \_\_\_\_\_ Inlets provided to prohibit surface water from running across intersections or for a distance greater than 600' in a gutter  
 Spread no greater than 1/4 of the design lane width  
 (b) \_\_\_\_\_ Drainage ways, drainage systems, bridges and box culverts comply with Baldwin County Design Standards for New Road Construction  
 Backwater does not flood/adversely affect upstream property  
 (c) \_\_\_\_\_ Roadway across drain pipes / common driveway culverts min 18" (or equivalent arch pipe) RCP  
 Pipes outside the travel way are ALDOT approved materials  
 Open ditches must have a flat bottom and max of 3:1 side slopes  
 V-bottom ditches or other special designs permitted only in special cases  
 Volume & velocity shown for each different ditch section  
 Ditch lining based on velocity  
 Longitudinal grade shall not be less than 0.3%  
 (e) \_\_\_\_\_ Rational Method used for areas less than 200 acres, if over 200 acres Regression Equations (rural or urban) and SCS Method only  
 (f) \_\_\_\_\_ Kirtch Equation used to determine time of concentration  
 Scale map of off-site & on-site drainage areas including the slope, type, size, flow, velocity, and headwater/tailwater elevations for each pipe & structure  
 (g) \_\_\_\_\_ 3:1 concrete sloped paved headwalls required for pipe culverts (4:1 required on pipe culverts that are parallel to traffic flow)  
 Headwalls and riprap comply with ALDOT standards

Drainage / Erosion Control Plan Checklist For 2012 Regulations 4

### Section 5.13 Erosion and Sedimentation

- (a) \_\_\_\_\_ ADDEM approved CEMAPP submitted  
 Erosion and sedimentation control plan submitted with construction plans  
 (b) \_\_\_\_\_ Public & private property are protected during land-disturbing activities

#### Plan Requirements

- Contact info shown
- Legend
- List of total disturbed acreage
- Construction limits shown
- Existing and/or proposed contours shown & labeled
- Existing and/or proposed storm lines & inlets shown
- Any wetlands shown
- FEMA 100-year flood plain shown
- Phasing of BMPs with construction activities listed/described
- Appropriate BMPs used and identified
- Measures are proposed to control stormwater rates and minimize downstream erosion
- Inlet protection is provided
- Sediment basin/trap provided and/or other measure to control sediment
- Energy dissipaters & outlet protection provided (check toe walls and filter fabric)
- Slopes & embankments stabilized
- BMP details provided (per current Alabama Erosion Control Manual or other standards)
- Stockpile area and batch area shown and labeled
- Areas to be mulched/seeded shown and specified
- Areas to be sodded shown and specified
- Areas of permanent erosion control (other than vegetation) clearly shown
- Construction entrance location & details
- Any other erosion control measures as needed



# Plan Review – Roadway

## ROADWAY PLANS PREPARATION MANUAL PLANS PREPARATION AND ASSEMBLY

State of Alabama  
Department of Transportation



December 2008

Alabama Department of Transportation
Submitted for Approval
State Design Engineer, Design Bureau
Approved
Chief Engineer/Deputy Director

Version Number: 2008.01



# Plan Review - Roadway

[illegible]



# Plan Review – Roadway

## Plan Development Environmental Checklist

- 1) \_\_\_\_\_ Preliminary Submittal 30% Plan Review (See Plan Review Checklist)
- 2) \_\_\_\_\_ Plan in Hand 60% Plan Review (See Plan Review Checklist)
- 3) \_\_\_\_\_ Perform corridor study to determine if a Categorical Exclusion or Environmental Assessment is needed. If an EA is required, determine whether a FONSI or EIS is needed. Place a check by all that are required.
  - a) Categorical Exclusion \_\_\_\_\_
  - b) Environmental Assessment \_\_\_\_\_
    - i) Finding of No Significant Impact \_\_\_\_\_
    - ii) Environmental Impact Study \_\_\_\_\_
- 4) \_\_\_\_\_ NPDES certification letter sent to ALDOT
- 5) \_\_\_\_\_ PS&E 85% Plan Review (See Plan Review Checklist)
- 6) \_\_\_\_\_ Final Back Check 95% Plan Review (See Plan Review Checklist)
- 7) \_\_\_\_\_ Final Plans 100% Plan Review (See Plan Review Checklist)
- 8) \_\_\_\_\_ NOI and CBMPP Prepared
  - a) Disturbed area will be greater than 1 acre
  - b) Is the project in a priority site? (Y/N) \_\_\_\_\_
    - i) If yes, submit CBMPP with NOI
- 9) \_\_\_\_\_ NOI Submitted (CBMPP also submitted for priority sites)



# Inspections - SOPs



ALABAMA DEPARTMENT  
OF TRANSPORTATION

## Construction Manual

BUREAU OF CONSTRUCTION



# Inspections – SOPs

## ALABAMA DEPARTMENT OF TRANSPORTATION



### SPECIAL & STANDARD HIGHWAY DRAWINGS (U.S. CUSTOMARY UNITS OF MEASUREMENT)

2011

(Effective with the January, 2011 letting)

APPROVED	DATE	BY
PROJECT NO.	DATE	BY

NOT TO SCALE



# Inspections – SOPs

ALABAMA  
DEPARTMENT OF TRANSPORTATION



STANDARD SPECIFICATIONS  
FOR HIGHWAY CONSTRUCTION

2012 EDITION



# Inspections – SOPs

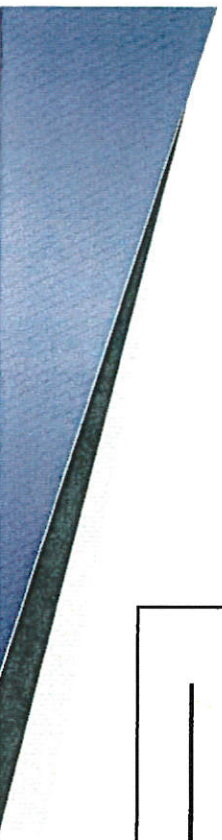
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**Field Guide  
For  
Erosion and Sediment Control  
On Construction Sites  
In  
Alabama**

**Alabama Soil and Water  
Conservation Committee  
and  
Partners**

**First Edition, August 2004**

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# Inspections - SOPs

OAKION®

Turbidimeters ▼ OPTICAL

## T-100 Turbidity Meter

Completely waterproof—even the sample chamber

### Waterproof and desktop housing

- IP67-rated sealed plastic housing allows operation in any conditions including submersion, easily cleaning and no maintenance, even 100°C!

### Auto-ranging from 0.00 to 999.9 NTU

- Meter housing has a sample chamber that allows automatic or manual ranging—eliminating any guesswork

### Simple, step-by-step push-button calibration

- Pressing the "CAL" button initiates the quick and simple calibration procedure. The instrument automatically returns to the normal display

### Large, easy-to-read display

- Large, common LCD screen reads with units of turbidity and user-friendly message codes and user menu clear screen

### Advanced power supply

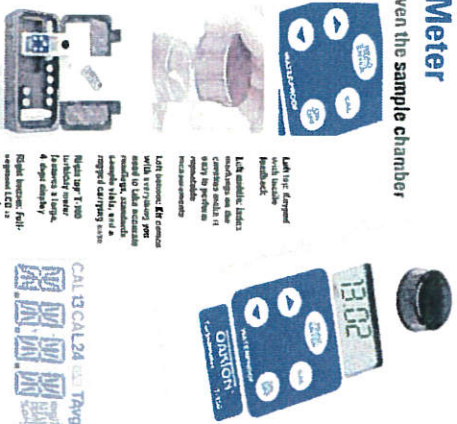
- Automatic 1200 mAh battery and 8 days of battery life. A single AA battery will operate for 10 days. An external 9V battery is also available.

### Sturdy carrying case with protective foam

- Compact carrying case with foam insert protects the meter when not in use. The case also contains four primary calibration standards (0.01, 0.05, 0.1, 0.5 NTU) and a 1000 NTU standard with optical density conversion chart and battery.

### Applications

- Drinking water
- Wastewater
- Industrial effluent
- Environmental monitoring
- Laboratory
- Field testing
- Research
- Quality control
- Process control
- Compliance
- Research
- Laboratory
- Field testing
- Environmental monitoring
- Wastewater
- Drinking water



### Specifications

Model	T-100
Range	0.00 to 999.9 NTU
Resolution	0.01 NTU
Accuracy	±0.5% of reading
Repeatability	±0.2% of reading
Operating temp.	0 to 100°C
Storage temp.	-20 to 60°C
Humidity	0 to 100% RH
Power supply	1200 mAh battery, 8 days of battery life
Display	Large, common LCD screen
Calibration	Simple, step-by-step push-button
Standards	Four primary calibration standards (0.01, 0.05, 0.1, 0.5 NTU) and a 1000 NTU standard with optical density conversion chart
Case	Sturdy carrying case with protective foam
Dimensions	100 x 100 x 100 mm
Weight	100 g
Operating temp.	0 to 100°C
Storage temp.	-20 to 60°C
Humidity	0 to 100% RH
Power supply	1200 mAh battery, 8 days of battery life
Display	Large, common LCD screen
Calibration	Simple, step-by-step push-button
Standards	Four primary calibration standards (0.01, 0.05, 0.1, 0.5 NTU) and a 1000 NTU standard with optical density conversion chart
Case	Sturdy carrying case with protective foam

### Ordering Information

Model	Price
T-100	\$199.95
T-100-1000	\$299.95
T-100-1000-1000	\$399.95

setting the standard again and again®



# Inspections - Checklists

Alabama  
Department Of Transportation  
Montgomery

Project Diary  
Roadway or Structures  
Construction

DIVISION NO. \_\_\_\_\_  
PROJECT NO. \_\_\_\_\_  
COUNTY \_\_\_\_\_  
BOOK NO. \_\_\_\_\_ OF \_\_\_\_\_



## ADEMNPDES CONSTRUCTION STORMWATER INSPECTION REPORT AND BMP CERTIFICATION

RECORD WITH "N/A" AS APPROPRIATE. POINTS WITH INCOMPLETE OR INCORRECT ANSWERS OR MISSING SIGNATURES WILL BE RETURNED AND MAY RESULT IN APPROPRIATE COMPLIANCE ACTION BY THE DEPARTMENT. IF SPACE IS INSUFFICIENT, CONTINUE ON AN ATTACHED SHEET(S) AS NECESSARY. ELEAS1706R OR PRINT IN INK

Permittee Name	Peachy Site Name
Baldwin County Commission	
Permit Number:	County: Baldwin
Peachy Entrance Latitude & Longitude:	Phone Number: 251-437-4071
Peachy Street Address or Location Description:	

List name of current ultimate receiving water(s) (indicate if through M&P) and the number of classified acres which drain through each treatment system or BMP. Add additional sheet(s) if necessary.			
Receiving Water	Drainage Acres	Drainage Point #	Representative Outfall
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO
			<input type="checkbox"/> YES <input type="checkbox"/> NO

1. ☐ YES ☐ NO Did descriptions of sediment or other pollutants occur from the site? If "Yes", please list a description of the description(s) and their location(s).
2. ☐ YES ☐ NO Were BMT's properly implemented and maintained at the time of inspection? If "No", please provide location(s) and descriptions of BMT's that need maintenance.
3. ☐ YES ☐ NO Are BMT's needed in addition to those already present onsite at the time of inspection? If "Yes" please provide a description and location of additional BMT's that are needed.
4. ☐ YES ☐ NO Have any BMT's failed to operate as designed? If "Yes", please provide location(s) and description of BMT's that failed.
5. ☐ YES ☐ NO Were there BMT's required by the CHIMP that were not installed or installed in a manner not consistent with the CHIMP? If "Yes", please provide a description and location where the BMT's were not installed or installed incorrectly.

Item IV

The Permittee shall conduct turbidity monitoring in accordance with Part V of the permit.

1. ☐ YES ☐ NO Is the facility a Priority Construction Site?

2. ☐ YES ☐ NO Has the facility disturbed greater than 10 acres?

3. ☐ YES ☐ NO Was the site discharging at the time of inspection?

4. ☐ YES ☐ NO Samples collected, if "Yes", sampling data must be attached.

OCDEM CSW Inspection Report Form 04/11/11

[illegible]

\_\_\_\_\_ (last updated on the imposition of (date & time) \_\_\_\_\_) conducted by the QCP (or a qualified person) \_\_\_\_\_, under the direct supervision of the QCP identified below. The QCP or QCP identified below certifies that effective structural and non-structural BMPs have been fully implemented and regularly maintained to the maximum extent practicable for the prevention and minimization of all sources of pollution in stormwater and authorized related runoff water management runoff, except for those delineated as not allowed, in accordance with the facility's CEMP, good sediment, erosion, and other pollution control practices, and the requirements of the permit. I certify that design/changes have been tested or evaluated for the presence of non-structural and non-supervision process weaknesses. I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly enter and evaluate the information submitted. Based on my inquiry of the persons or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I certify that this form has not been altered, and if copied or retransmitted, is consistent in format and identified in content to the ADEP approved form. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Name & Designation of QCI or QCJ Frank Lundy, PE, Construction Engineer	Signature	Date
Name & Title of Permittee Responsible Official Charles Grady, Construction Chairman	Signature	Date



# Inspections - Checklists

## ADEM NPDES CONSTRUCTION STORMWATER NONCOMPLIANCE NOTIFICATION REPORT

RESPOND WITH "N/A" AS APPROPRIATE. FORMS WITH INCOMPLETE OR INCORRECT ANSWERS, OR MISSING SIGNATURES WILL BE RETURNED AND MAY RESULT IN APPROPRIATE COMPLIANCE ACTION BY THE DEPARTMENT. IF SPACE IS INSUFFICIENT, CONTINUE ON AN ATTACHED SHEET(S) AS NECESSARY. PLEASE TYPE OR PRINT IN INK.

Complete this form, attach additional information as necessary, and send report to ADEM.

### Item I

Permittee Name Baldwin County Commission		Facility/Site Name	
NPDES ALR10	County Baldwin	Facility Contact and Title Frank Lundy, Maintenance Engineer	
Facility Street Address or Location Description		City	State
Phone Number 251-937-0371	Fax Number 251-937-0201	E-Mail Address flundy@baldwincounty.gov	
Zip			

### Item II

DESCRIPTION OF NONCOMPLIANCE OR NONCOMPLIANT DISCHARGE:

### Item III

INSPECTION AND BMP CERTIFICATION REPORT(S), ANY PHOTOGRAPHS, AND ANY SAMPLING RESULTS ARE ATTACHED. IF NOT, PLEASE EXPLAIN:

### Item IV

CAUSE OF NONCOMPLIANCE:

### Item V

PERIOD OF NONCOMPLIANCE: (Include exact date(s) and time(s) or, if not corrected, the anticipated time the noncompliance is expected to continue)

### Item VI

DESCRIPTION OF STEPS TAKEN AND/OR BEING TAKEN (PROPOSED COMPLIANCE SCHEDULE) TO REDUCE AND/OR ELIMINATE THE NONCOMPLYING DISCHARGE, REPAIR/REPLACE/REPAIR BMPs, AND TO PREVENT ITS REOCCURRENCE.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I certify that this form has not been altered, and if copied or reproduced, is consistent in format and identical in content to the ADEM approved form. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations."

Name & Designation of OCP Frank Lundy, Maintenance Engineer	Signature	Date
Name & Title of Permittee Responsible Official	Signature	Date



# Development Inspections – SOPs

## BCHD GUIDELINES FOR PERMIT INSPECTIONS

**Activity/Sub-Activity Description:** Permit Inspection

**Activity Code Number:** 116

**Customers:** Citizens, County Commissioners, Contractors, Utility Companies, Maintenance Supervisor

**Definition/Scope:** A Permit Inspection shall be required for all types of private works improvement and activities on a county right of way or that are subject to being handed over to Baldwin County for maintenance. A Permit Inspection will be enforced by a project inspector. A permitted project may consist of but not limited to subdivisions, turnouts, water lines, sewer lines, etc.

**Administered by:** Engineering Tech (ET) of the Permit Section

**Quality Control Measures:** The following resources are utilized by the project inspector during inspections:

- Construction Plans
- Erosion Control Plans
- Construction Best Management Practice Plans (CBMAP)
- ALDOT Spec Book
- ALDOT Standard Drawings
- Erosion Control Hand Book
- Baldwin County Subdivision Regulations
- Baldwin County Utility Manual
- Baldwin County Commercial Turnout Permit Application Requirements
- ALDOT QC1 Reference Manual

**Procedure to Accomplish Permit Inspection:**

- 1) Contractor or citizen submits application.
- 2) Application is reviewed and approved for construction.
- 3) ET reviews application and plans to gain knowledge of the project.
- 4) ET schedules preconstruction meeting. During this meeting the ET will discuss the project schedule, meet all parties involved and handout the benchmark inspection requirements. Contact information is typically exchanged at this meeting.
- 5) Contractor begins work. Contractor is responsible for notifying inspector of any construction activities that require inspections.
- 6) ET performs periodic inspections depending on type of project and project site sensitivity. This may range from daily inspections to weekly inspections. Inspector shall keep a diary of inspections and record pictures as necessary. An erosion control inspection form will be filled out at least once a month or after large rain events. If a project fails an inspection the inspector will monitor the status daily until corrective measures have been taken. ET shall notify supervisor if contractor will not comply with requirements.
- 7) Once construction has been completed the ET will perform a final site inspection. An inspection letter will be sent to the applicant notifying them of the status of the project. Inspections shall continue until all deficiencies are addressed.



**BALDWIN COUNTY**  
HIGHWAY DEPARTMENT  
P.O. Box 220  
SILVERDALE, ALABAMA 36576  
Tel: (205) 833-0237  
Fax: (205) 937-0201

LILLIAN K. QUINCE, P.E.  
604 577 8343 x278

### Schedule of Benchmark Inspections

1. Pre-construction Conference to be hosted by the Developer/Engineering/Contractor
2. BMP after clearing and grubbing - (24 Hour Notice)
3. BMP monitoring drainage structures - (At Will)
4. Detention/Retention Ponds/Outfalls - (At Will)
5. All Roadway Storm Drain Crossings - (24 Hour Notice)
6. All Intake/Function/drop boxes - (24 Hour Notice and At Will)
7. Drainage completion before any base is placed - (48 Hour Notice)
8. If any Bridges, and/or Box Culverts are to be erected on project, contractor must coordinate with county bridge inspectors and have separate pre-construction conference for bridge construction.
9. Sub-base road processing - (At Will)
10. Initial Base 1" 4" Lift - (Note: Base width to accommodate curb and gutter will extend 1' from back of curb and gutter) - (Note: Before curbing is installed, to be proof rolled with a minimum 22-YD. Loaded Tr-Axle) - (24 Hour Notice)
11. All Curb and Gutter - (24 Hour Notice and At Will)
12. Final Base 2" 4" Lift - (Note: To be proof rolled with a minimum 22-YD. Loaded Tr-Axle) - (24 Hour Notice)
13. If crushed aggregate or rock base is used, further inspection may be required.
14. Asphalt Binder Layer - (24 Hour Notice) - (Cores to be tested)
15. Asphalt Wearing Layer - (24 Hour Notice) - (Cores to be tested)
16. All miscellaneous concrete work - (Inlet Tops, Headwalls, Sidewalks, Outfalls, etc...) - (24 Hour Notice)
17. Final Inspection of Roads And Right Of Ways - (Note: All Development Standards Required by the BCC Subdivision Regulations) - (48 Hour Notice)



Revision Date: 6/2/2008





# Development Inspections – Checklists

Erosion Control Inspection Form				
PROJECT NAME:		PROJECT NO.:		
DATE:		LOCATION OF PROJECT:		
INSPECTOR:		CONTRACTOR:		
WEATHER CONDITIONS:		PRIORITY SITE: YES NO		
Item Applicable	Item	Status of BMPs (adequate, needs maintenance, missing)	Comments	
	Bulletin Board / Permits / Paper Work			
	Clearing and Grubbing			
	Construction Entrance			
	Exposed Soils			
	Velocity Reduction Items			
	Inlet/Outlet Protection			
	Fueling / Equipment Maintenance Site			
	Fuel Stored On Site / Containment Plan			
	Vehicle Wash Station			
	Areas That Need to be De-watered			
	Waste / Trash Being Properly Disposed of			
Additional Comments:				
Signature:				



Start Date	<input type="text" value="4/1/2016"/>		End Date	<input type="text" value="3/31/2017"/>		<input type="button" value="View Report"/>
Table Name	<input type="text" value="Subdivision"/>					

1 of 1 Find | Next  

## MS4 Area Report

From 04/01/16 to 03/31/17

### Subdivision

2 Cases

Case Num	Date Received	Parcel Num
S-16040	08/10/16	05-46-08-28-0-000-001.009
S-17019	03/22/17	05-32-07-26-0-000-001.002



## **Baldwin County Employees with QCI Certification**

**April 2016 – March 2017**

- Allen, James	T5069
- Harville, Adam	T4152
- Holston, Michael	T4153
- Howell, Rodney	T4154
- Matthews, Jason	T4155
- Skipper, Hunter	T4156
- Warren, Charles	T4157
- White, Robert	T4158
- Younce, Joshua	T4159
- Thompson, Robert	T3268
- Gentry, Robert	T3264
- McWaters, Gabriel	T3265
- Meyer, William G.	T5070
- Propst, Douglas	T3266
- Nunnally, Joey	T4404
- King, Orie	T4581
- Lundy, Frank	31300
- Sharp, Mike	29814
- Mackey, Walter	40126