



**City of Springfield**

Public Works

Engineering Division

225 Fifth Street

Springfield, OR 97477

541.726.5849

[www.ci.springfield.or.us](http://www.ci.springfield.or.us)

Land & Drainage Alteration Program

# Getting Ready for Your Inspection

Fact Sheet 1.0

## Overview

You've applied for a building permit (or other construction-related permit), and the City has determined that you need a Land & Drainage Alteration Permit (LDAP). This fact sheet is designed to help you prepare for your LDAP inspection.

If you need information on why the permit is necessary, the permit process, or more detail on the LDAP process discussed here, fact sheets are available at the Public Works front counter, 225 Fifth Street in City Hall. Or call our office at (541)726-5849.

## Before you call for you inspection...

Prior to an initial LDAP inspection this permit only authorizes you to install the erosion prevention measures as indicated on your approved plans. The permit should be posted at the construction site where the inspector can see it from the street.

Your site plan will state your plans to prevent sediments, muddy water, and construction related materials from leaving your site. Before you call for an inspection, your LDAP plan needs to be implemented. That means that if your site plan indicated the installation of a sediment fence, that fence needs to be in place when the inspector arrives. If your erosion plan is as simple as covering an excavation stockpile, then the materials needed for that coverage should be on site when the inspector arrives. Your approved LDAP needs to be on-site at the time of the initial inspection and is required to remain on-site through out the construction project.

## You are Ready

When your LDAP has been implemented, call the City's inspection request line at 726-5849. In most cases, if you call before 7:00 a.m., Monday - Friday, we can complete your inspection that day.

## Assistance is Available

The LDAP Program is here to help you. As mentioned above, we have prepared fact sheets to assist you in completing your application and plans. Let's keep Springfield's waterways full of life and keep pollutants in their place. Staff is available from 8:00 a.m. to 5:00 p.m. weekdays to answer your questions by phone (541)726-5849, and 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 3:00 pm at City Hall, Public Works Department counter to help meet this goal.