



**Muncie**  
**SANITARY DISTRICT**  
**STORMWATER MANAGEMENT**

**Local Sediment & Erosion Control Permit**  
**Stormwater Pollution Prevention Plan**  
**Muncie/Delaware County/Yorktown**

Project/Subdivision Name:	
Project Location:	Parcel Number:
MS4 Jurisdiction: Muncie Sanitary District___ Delaware County___ Yorktown___ Ivy Tech___	
Total Disturbed Area:	Added Impervious Surface (sq. ft.):
Estimated Start Date:	Estimated Completion Date:
Project Description:	

<u>Site Owner Information</u>	
Property Owner:	Company (if applicable):
Address:	City, State, Zip:
Phone:	Email:

<u>Contractor/Builder:</u>	Contact Name:
Phone:	Email:
Address:	

<u>Trained Individual Assigned to SWPPP Implementation</u> (Not applicable on sites under one acre)	
Trained Individual Name:	Company:
Address:	City, State, Zip:
Phone:	Email:
Qualifications/Certifications (attach additional sheets if necessary):	

<u>Office Use Only</u>	
Permit #:	IDEM Permit #: INRA

- By signing the following I certify that:**
- A. The stormwater quality controls listed in the SWPPP comply with Delaware County Ordinance 2024-001, the IDEM Construction Stormwater General Permit, and all other applicable federal, state, and local stormwater requirements;
  - B. All controls included in the SWPPP, as well as additional controls beyond those specified in the SWPPP deemed to be necessary to maintain compliance shall be installed and maintained;
  - C. The above listed Trained Individual shall oversee, direct and inspect the installation and maintenance of the controls;
  - D. **If my site is not regulated by IDEM Construction Stormwater General Permit, I will still be responsible for preventing construction related pollutants from leaving my site and entering the municipal system.**
  - E. I understand that having a permit allows the Stormwater Inspector to access my job site.

_____ Signature of Project Owner	_____ Printed Name	_____ Date
_____ Permit Approved by (Municipal Official)	_____ Printed Name	_____ Date

*This permit shall remain in effect until a Notice of Termination has been accepted by the municipality.*

Email or mail to Courtney Pruitt at: [cpruitt@msdeng.com](mailto:cpruitt@msdeng.com) 5150 W. Kilgore Ave. Bldg 8, Muncie, IN 47304

## Stormwater Permit Fact Sheet

As of February 5, 2024, Ordinance 2024-001, all construction sites must make every reasonable effort to minimize construction related pollutants from leaving the site. As a part of that, this Stormwater Permit must be completed so that the Stormwater Office has the appropriate site contacts.

### **Possible Required Practices to Prevent Pollution**

Inlet Protection: Storms drains on your site, or in the street downstream of your site, need protection during construction. Filter fabric beneath the storm grate is not allowed. Obstructions to traffic are not allowed.

Concrete Washout: Wash water from concrete trucks must be contained and not allowed to run off to the street, storm drains, or saturate into the ground, where it can contaminate ground water. It must be contained until it evaporates. Most trucks carry a washout bag but will need to charge an additional fee if you do not provide a washout. Excess concrete may be placed on the ground. It is the actual wash water from concrete or mortar that must be contained.

Sediment barrier: You must prevent sediment from leaving your site during rain events by using silt fence, straw wattles, or trenched and staked straw bales.

Tracking: You are responsible to clean up any tracking from your site, at minimum once per day. This includes tracking from delivery trucks, employees, subcontractors, and utilities.

Trash and debris: Debris may not be allowed to blow off-site. Please empty dumpsters when they are full. Please cover dumpsters on weekends or when expecting strong winds. Please secure items such as foam insulation board.

For additional information or to submit your permit application please contact:

Courtney Pruitt, CESSWI  
Construction Compliance Inspector  
Muncie/Yorktown/Delaware County Stormwater  
5150 W. Kilgore Ave., Building 8  
Muncie, IN 47304  
Cell: (765) 749-1114  
Office: (765) 747-4896 x298  
[cpruitt@msdeng.com](mailto:cpruitt@msdeng.com)

Visit <https://www.munciesanitary.org/departments/stormwater-management/> for more information.