

HOW TO USE THIS MANUAL + WORKBOOK

GET THE DIRT OUT
Erosion + Sediment Control

The best way to get started is to just get out there on a rainy day and look at your waterway. If it's discolored, it may be the result of sediment from a nearby construction site.



VISIT THE SITE SEE SECTION **GTDO-IN YOUR WATERSHED** FOR DETAILS

- First, find the source (or probable one, since most creek contamination is caused by more than one site). **Do not trespass on private property!**
- Using the enclosed **Pictorial Field Guide to Best Management Practices**, make a determination of their effectiveness.
- Fill out the laminated Site Report Card (back panel of **Pictorial Field Guide**) then transcribe your grades to the orange **Site Report Card** and update your **Site Journal** with details, making notes of locations on the construction site with problems (eg. northwest corner, eastern edge, along the roadway, etc.).
- Take photographs of the problem areas that you want to mention in your letter to the Local Issuing Authority [LIA].
- Try to observe the entire site (without trespassing), not just the front. Use public right-of-ways (roads) as much as possible. Many sites drain to the back of the property. Most violations occur in the back of the property where they are not easily observed.



CONTACT YOUR LIA + EPD

- Contact your LIA and/or Environmental Protection Division [EPD] using the provided contact lists (**Appendix A**) by telephone to report the problem. Follow-up this phone call with a letter - **Appendix B**.
- Develop the letter based upon the example provided using your photographs and the notes taken at the site. Be as specific as possible on what is wrong and where on the site the problem is located.
- Scanning and printing color photographs is best. Attach 2-4 different pictures of the problem areas on the site to the letter. If scanning and printing is not feasible, attach originals. Keep copies of photographs for your records, in case the local authority loses them.
- Send copies of the letter, photographs, and Site Report Card - see **Appendix A** for contact information.



FOLLOW - UP SEE SECTION **GTDO-IN YOUR WATERSHED: PART I + II** FOR DETAILS

- Continue monitoring the site to ensure adequate resolution of the problem. Use your **Enforcement Log**.
- If the problem hasn't been resolved within one week, call your local Partner Group [Riverkeeper, Watershed Organization, etc.] and we will advise you on additional ways to resolve the problem.

The GTDO Manual + Workbook is printed on recycled paper.

For more information contact the Upper Chattahoochee Riverkeeper: 916 Joseph Lowery Blvd • 3 Puritan Mill • Atlanta, GA 30318
www.chattahoochee.org

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