



DEVELOPMENT SERVICES NEWSLETTER

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MISSION STATEMENT: “Our Mission is to encourage and promote safe, quality development and construction in the City of Salina.”

BUILDING ADVISORY BOARD MEETING DATES:

**November 8
December 13**

BAB Meetings are at 4:00 p.m. in Room 107 of the City County Building at 300 W. Ash.



STAY INFORMED AND STAY INVOLVED

Subscribe to email lists from the City’s website and keep up to date with:

- **BAB meeting agendas**
- **Code Changes and Administrative Interpretations**
- **Continuing Education Opportunities**

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Drainage and Erosion Control

Drainage and erosion control are important issues during the development of properties in the City of Salina. Drainage and erosion issues that still exist include:

1. Cases where drainage easements have not been maintained and/or encroachments have been placed in the drainage easements.
2. Illicit discharge
3. Inadequate soil erosion control

1. Drainage Easements

As stated in City Code Section 42-63:

No property owner may construct, maintain or allow any natural or non-natural structures or vegetative barriers (including but not limited to trees, shrubbery, berms, fences, walls or pole signs) within any drainage easement dedicated, purchased or otherwise granted to the public which the City engineers finds obstructs, impedes, or otherwise interferes with the drainage of storm water. Drainage easements shall not be filled or otherwise physically altered without the written approval of the City Engineer.

Narrative: When a lot or tract of land has had a designated public drainage easement it is important to understand what that means to the contractor and to the homeowner. The survey should show the dedicated easements, including drainage and utility easements. During the course of construction the contractor, acting on behalf of a property owner, has the responsibility to be certain that the drainage easement is not disturbed. You cannot build a structure in an easement, but it is also important to remember that you cannot obstruct the drainage easement in any manner.

2. Illicit Discharge

As stated in City Code Section 24-11 through Section 24-30 (Article II)

Section 24-11 (a) The purpose of the Code shall be to prevent the discharge of pollutants from land and activities within the city into municipal separate storm sewer system (MS4) and/or into surface waters....

Section 24-11(f) Further, the Governing body of the City of Salina hereby finds that a reasonable establishment of restrictions and regulations on activities within the City is necessary to eliminate or minimize such discharges of pollutants, to protect the surface waters of the community, to protect the health and safety of citizens, to protect the MS4 from damage and/or diminution of performance, to protect property owners from harm caused by the actions of others, to preserve the economic and ecological value of existing water resources within the City and within downstream communities, and

(cont'd on Page 2)

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to comply with the provisions of the City's responsibilities under the Clean Water Act and NPDES program.

Section 24-26 Enforcement (a) The governing body hereby designates to the City manager the authority to designate a public officer to be charged with the administration and enforcement of this Ordinance as it concerns Illicit discharge. The public officer shall authorize an investigation of violations. If it is determined that a violation exists, then the officer shall file a written report with the City Manager and direct an order of abatement be sent to the property owner, representative, or tenant.

Narrative: Article II pertains to illegal discharges, which the Salina Code defines as “any direct or indirect non-storm water discharge into the storm drain system, except as exempted in this ordinance. Illicit connections are unauthorized connections into the storm drainage systems which is normally considered wastewater. Illicit discharge may also include sediment and debris discharged into the storm drainage system that should have been controlled by adequate erosion control and management best practices. The city has been charged with enforcement of the Clean Water Act by Environmental Protection Agency (EPA), and given authority to enforce the provisions of the cities National Pollution Discharge Elimination System (NPDES) permit by the Kansas Department of Health and Environment (KDHE). The city does have the authority to send an order of abatement to the property owner, representative or tenant for violations to this city code. If the violations are not corrected in amount of specified time, the City has the authority to make corrections and assess the costs against the property, file a judgment against the recipient, or both.

3. Erosion Control

As stated in City Code 24-31 through 24-54 (Article III)

Sec-24-31 Purpose The purpose of this article is to set forth procedures for controlling erosions and sedimentation caused by Land Disturbance activities, thereby providing for the protection and enhancement of the water quality, watercourses, water bodies, and wetlands.

Narrative: Article III pertains to erosion and sediment control, the purpose of which is to set forth procedures for controlling erosion and sedimentation caused by land disturbance activities, thereby providing for the protection and enhancement of the water quality, of watercourses, water bodies, and wetlands. Erosion control violations are typically caused when soil is allowed to leave a construction site and enter into a storm sewer system.

A Land Disturbance Permit (LDP) shall be obtained from the City Engineer prior to commencement of activities such as grading, grubbing, excavating, filling, logging or storing materials that create bare soil or causes erosions or sedimentation of one or more acres of land; utility construction; and construction of any privately funded streets, storm sewers, and public street lighting. A storm water pollution prevention plan (SWPPP) shall be prepared and submitted by the permit applicant which includes site drawings showing anticipated work and planned measures to contain sediment. Prior to land disturbance, erosion control devices like silt fence, straw wattles, coir logs, compost berms, and construction entrances into sites must be established to contain sediment on the construction site. Activities less than one acre not requiring a land disturbance permit will still require similar erosion control measures.

The property owner or any person performing the land disturbance activity is responsible for compliance with the ordinance and therefore are required to inspect the site no less than monthly, more frequently when construction activity increases, and within 24 hours of a rainfall event of ½ inch or greater within the city. Violations will result in notification and abatement procedures similar to those of illicit discharge.

If you have any questions or concerns with the ordinances described in this article please contact the Department of Public Works at (785-309-5725). Please ask to speak to, or schedule an appointment with, Jim Kowach, Director of Public Works, or Dan Stack, City Engineer.





Development Review Team



What is DRT?

In an effort to cut through some of the typical red tape that one might expect when obtaining City approval for a commercial development project, the City of Salina formed the Development Review Team (DRT). **The DRT is comprised of a cross section of the City's key staff members that work with development projects on a daily basis.** Their mission is to work closely with the project representatives, provide thorough review and feedback of each major project proposed, and to unearth solutions to project issues at the earliest possible stages with the goal of making each project successful.

The DRT meets weekly on Wednesday afternoons to discuss current and future development projects in the community. As a free service to the community, the DRT conducts meetings with outside parties (owners, developers, design professionals, etc.) upon request to discuss future projects and provide direction based on applicable City policies, guidelines, codes and professional standards. **A DRT meeting provides an opportunity to obtain feedback, guidance and clarification on regulations prior to submitting a building permit application.**

A DRT meeting can be scheduled to present a preliminary / conceptual development plan or to present a detailed development plan. The DRT meeting request form provides a list of requested documents, which vary depending on the type of meeting you are requesting (conceptual vs. full development presentation). The completed request form and accompanying documents should be emailed (PDF files only, please) to the Development Coordinator *a minimum of one week prior* to the desired DRT meeting date to allow adequate time for City staff to review and prepare for the meeting. The DRT meeting request form is available on the City's website at:

http://www.salina-ks.gov/filestorage/18184/18599/22756/DRT_Meeting_Request.pdf

To request more information or to schedule a DRT meeting, please contact Krystal Norris, Development Coordinator, at 785-309-5715 or by email at krystal.norris@salina.org.

Continuing Education Reminder

The licenses for many City of Salina A, B, C, D contractors and licensed skilled trades individuals will expire on December 31, 2016. In order to renew a license continuing education requirements must also be met.

Class A, B, C, D Contractors:

The designated qualified individual, **as declared on the City of Salina license** for a Class A, B, C and D contractor, is required to obtain six (6) hours of continuing education per year; 18 hours over a 3-year licensing cycle. **Three (3) hours per year, or 9 hours over a 3-year licensing cycle, must be code hours.** The content of a code class must be related to a building code such as IBC, IRC, UMC, UPC, IFC, NEC, IPC, IMC and ADA Regulations.

Master/Journeyman Skilled Trades:

A master or journeyman licensed skilled-trades individual (Plumbing, Mechanical, Electrical trades) is required to obtain six (6) hours of continuing education per year; 18 hours over a 3-year licensing cycle. **Three (3) hours per year, or 9 hours over a 3-year licensing cycle, must be code hours.** The content of a code class must be related to the code for which the individual is licensed.

If you have questions about continuing education please contact Development Services at 785-309-5715. If you are not sure when your license expires or have other questions about the licensing process please contact the City Clerk's office at 785-309-5735.

**Building Services Division
Planning Division**
300 W. Ash, Room 201
P.O. Box 736
Salina, KS 67402-0736

Phone: Building Services
785-309-5715
email: building.services@salina.org

Phone: Planning
785-309-5720

FAX: (785) 309-5713

Visit the City Website
at www.salina-ks.gov

Building Advisory Board Update

Board Members / Board Position:

David Miller, Vice-Chairman (position: Design Professional/Engineer)
Mike Flory (position: Licensed Realtor)
Chad Robinson (position: A or B contractor)
Ralph Carter (position: Mechanical / HVAC contractor)
Mark Frazier (position: Plumbing contractor)
William McBride (position: Electrical master or journeyman)
Ryan White (position: Electrical contractor)
Jim Ravenkamp (position: Master mechanical tradesman)
Mike McCall (position: Design Professional/Engineer)
Open Position (Master or Journeyman plumbing tradesman)
Open Position (B or C Contractor)

If you would like to present an item to the Building Advisory Board, please contact:

- Debbie Peterson at debbie.peterson@salina.org
- Jim Brown at jim.brown@salina.org

2012/2011 Building Codes Adopted

The City Commission adopted the following model building codes, with local amendments, on October 3, 2016. These codes will take effect on January 1, 2017. **Complete** permit applications submitted prior to January 1, 2017 will be reviewed under the 2006/2005 codes. **All applications submitted after January 1, 2017 are subject to the following codes.**

2012 IRC (International Residential Code for One-Two Family Dwellings)
2012 IBC (International Building code)
2012 IFC (International Fire Code)
2012 UPC (Uniform Plumbing Code)
2012 UMC (Uniform Mechanical Code)
2012 IECC (International Energy Conservation Code)
2011 NEC (National Electrical Code / NFPA 70)

Many thanks to all who participated in the code hearings; those of you who serve on the Building Advisory Board and those of you who also attended the code committee meetings.

The Salina Municipal Code, Chapter 8, contains the local code amendments to the model building codes. The code amendments are, or will soon be, available on the City of Salina website, www.salina-ks.gov, click on City Government, click on City of Salina Code.

