



MECKLENBURG COUNTY
Land Use and Environmental Services Agency
Water Quality Program

(DATE)

CERTIFIED MAIL

(Responsible Party: Name, Title)
(Address)
(City, State, Zip Code)

**RE: MECKLENBURG COUNTY WATER QUALITY PROGRAM (MCWQP)
CORRECTIVE ACTION REQUEST
(Project Name)**

Dear (Responsible Party):

MCWQP would like to inform you of a violation of the Town of (Cornelius Land Development Code, Davidson Planning Ordinance, or Huntersville Zoning Ordinance) Stormwater Control Structure or BMP Maintenance Requirements, Section (11.5.5 Stormwater Control Inspections, 16.7.3 (I),(2) Annual Inspection of Stormwater Structures, or 8.17 (12) Maintenance of BMPs)(attached).

Violation Description

<i>Date of Inspection:</i>	
<i>Property Owner:</i>	
<i>Property Address:</i>	
<i>MCWQP Inspector:</i>	(Name and phone number)
<i>Violation:</i>	During an on-site investigation, it was determined by the MCWQP Inspector that the (Type of BMPs) located at the above referenced property have the following deficiencies: (select appropriate bullet(s)): <ul style="list-style-type: none">• Excessive erosion or sediment deposition (location)• Inadequate ground cover for banks and/or drainage areas• Dead or unhealthy vegetation or growth of nuisance vegetation• Obstructions of inlet, outlet pipes, or under drains• Cracking, corroded, deteriorated, or settling of structures (pipes, inlet and outlet structures, emergency spillway, etc.)• Unexpected ponding (abnormally high or low levels in Wet Ponds)• Specify other violations
<i>Corrective Action:</i>	Submit a corrective action plan to restore the structural BMP(s) to its original design conditions within 30 days from this notice. Failure to submit a legitimate corrective action plan will result in a Zoning Notice of Violation. (Please contact (Name of Inspector) for assistance in creating a corrective action plan).

(Responsible Party)

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Corrective action must be taken immediately. When corrective actions are completed, you must notify (Inspector) so that the repairs can be inspected. Another compliance inspection will be conducted no later than (Insert date, ~30 days).

If you have any questions concerning this matter, please do not hesitate to contact me.

Sincerely,

(Inspector)

Environmental Specialist

Water Quality Program

Attachment: (Select one of the following :)

Low Impact Development BMP Maintenance Plans (Appendix 3)

NCDENR, Division of Water Quality, Stormwater BMP Guidelines (Appendix 6)

Town of (Cornelius Land Development Code, Davidson Planning Ordinance,
Huntersville Zoning Ordinance) (Appendix 9)

cc: Town of (Cornelius, Davidson, or Huntersville)
(Name) – Mecklenburg County Zoning