



# Pre-Construction Meetings Required Prior to Grading and Street Construction Permit Issuance



**DPIE requires that permit applicants submit evidence of a completed pre-construction meeting prior to issuance of site development rough grading, fine grading and street construction permits. DPIE is reinstating this procedure due to numerous permit projects not complying with requirements to schedule a pre-construction meeting as the first step in site construction. Please note the following:**

- Pre-construction meetings shall be scheduled after issuance of Green Stamp Final Erosion/Sediment Control Plans and Approved Type II Tree Conservation Plans (or Tree Conservation Exemptions).
- Permittee shall bring the Green Stamp Final Erosion/Sediment Control Plan and Approved Type II Tree Conservation Plan to the pre-construction meeting.
- Pre-construction meetings can be scheduled by phone by calling the DPIE Chief Site Road Inspector listed below:
 

North District	David Jones	240-286-1078
South District	Joe D. Brown	240-508-9865
Central District	Andre Stewart	240-691-9069
- Permittee shall upload the pre-construction meeting report into the ePlan permit case, prior to permit issuance.