

Report to the Environmental Review Commission

Pursuant to S.L. 2014-120, Sec. 29 REFORM AGENCY REVIEW OF ENGINEERING WORK

January 14, 2015

Name of Local Government Unit: *City of Burlington*
Engineering Department

Approved/delegated program subject to reporting requirements:

☒ Sedimentation/erosion control

☐ Stormwater

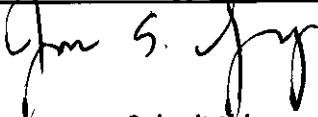
☐ Water/sewer

☐ Cross-connection

☐ 401 certifications

☐ Other *Type program name*

Jason S. Geary, PE



1/13/15

Date

*Submit this report electronically to Mariah Matheson, Commission Assistant,
Environmental Review Commission, at Mariah.Matheson@ncleg.net.*

Name of local government unit: City of Burlington Engineering Department

Please attach any written procedures that may have been developed to implement the provisions of this law.

☒ Check to indicate that this plan review program implemented procedures whereby plan reviewers distinguish between plan changes that are required by statutory or other legal authority and those that the reviewer offers as suggestions for improvement. Refer to S.L. 2014-120, Section 29.(b)(1) for further details about this requirement.

☒ Check to indicate that this plan review program identifies the statutory or regulatory authority for any revisions or requests for additional information that are required by the program in order to grant the requested plan permit, approval, or license. Refer to S.L. 2014-120, Section 29.(b)(2) for further details about this requirement.

☒ Check to indicate that this plan review program implemented procedures for local governments to follow when (1) a Professional Engineer submits a sealed design or practice that is not in the local government's guidance, manuals, or standard operating procedures, and (2) the submitting Professional Engineer requests additional internal review of that design or practice. Refer to S.L. 2014-120, Section 29.(c)(1) for further details about this requirement.

☒ Check to indicate that this plan review program established a procedure whereby the plan reviewer's supervisor OR the approving/delegating state agency can provide further review and oversight of these design details. Refer to S.L. 2014-120, Section 29.(c)(1) for further details about this requirement.

☒ Check to indicate that this plan review program either employs a Professional Engineer who can conduct further review of these innovative designs, or maintains a list of consulting Professional Engineers of the local government unit's choice that may conduct this review, if requested by and paid for by the submitting Professional Engineer. Refer to S.L. 2014-120, Section 29.(c)(1) for further details about this requirement.

☒ Check to indicate that this plan review program established an informal internal process to address disputes when a plan reviewer identifies a change to the plans as being "required" under a specific, identified legal authority. Refer to S.L. 2014-120, Section 29.(c)(2) for further details about this requirement.

☒ Check to indicate that this plan review program discontinued use of the word "engineer" in the job titles of all program employees whose responsibilities include review of plans in affected programs, *unless* those employees hold Professional Engineer licenses. Refer to S.L. 2014-120, Section 29.(h) for further details about this requirement.

Name of local government unit: City of Burlington Engineering Department

☒ Check to indicate that this plan review program reviewed the titles of all employees conducting plan reviews for this program. Refer to S.L. 2014-120, Section 29.(h)(1) for further details about this requirement.

☒ Check to indicate that this plan review program proposed revisions to those employees' job titles in order to eliminate use of the word "engineer" when publicly identifying those employees, if those employees do not hold Professional Engineer licenses. Refer to S.L. 2014-120, Section 29.(h)(2) for further details about this requirement.

Additional information:

Procedures to Implement S.L. 2014-120, Section 29: Reform Agency Review of Engineering Work:

1. Plan reviewer currently notes plans changes that are required for approval and labels suggested plan changes as such. Program will now provide general note stating that all plan review comments are required unless noted as suggested. The program will also identify the regulatory authority for any revisions or requests for additional information as The Department of Environment and Natural Resources.
2. A Professional Engineer performs the plan review and issues approvals for this process. In the event a Professional Engineer submits a sealed design or practice that is not in the local government's guidance, manual, or standard operating procedures, the reviewing Professional Engineer will review that design or practice. In the event the submitting Engineer requests additional review of that practice or design, the reviewing Engineer will submit that to his supervisor, the City Engineer, who is a Professional Engineer, for a secondary review of this design or practice.
3. In the event a submitting Engineer disputes a "required" plan change, the reviewing Professional Engineer will specify the legal authority for the required change. If the submitting Engineer further disputes the "required" change, the reviewing Engineer will submit the dispute to his supervisor, the City Engineer, who is Professional Engineer, for a secondary review of the dispute.
4. This person who is responsible for the review of the plan for this program is a Professional Engineer with the title of "Senior Engineer". In the event of his absence, the reviewer's supervisor, the City Engineer, who is a Professional Engineer, will make reviews of the plans for this program.

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Michael Layne, PE

1/14/2015
Date



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Additional information: