

ENVIRONMENTAL INSPECTOR

DISTINGUISHING FEATURES OF THE CLASS:

Administers and enforces all provisions outlined in a Municipal Stormwater Management Ordinance and other ordinances dealing with environmental issues. Inspects sites to assure compliance with laws governing wetlands/watercourse protection and erosion/sedimentation and similar laws. In addition the incumbent works with developers to mitigate the impact of construction on the natural environment at the work site. This position works under the general supervision of the municipal engineer and/or Town Supervisor. May oversee the work of laborers performing maintenance and repairs of stormwater systems.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Issues notices of violations, orders of remedy, stop work orders, etc. as warranted;
2. Conducts field inspections of permit work in progress and advises permit holder of variations/violations;
3. Conducts final inspections and advises permit holders and officials of successful completion of permit work;
4. Completes written progress reports;
5. Conducts and/or coordinates the required construction site stormwater compliance inspections to ensure compliance with town ordinances;
6. Patrols construction sites for evidence of unauthorized activity governed by the Wetland/Watercourse Protection Law and Erosion/Sedimentation Law;
7. Provides testimony and documentation to local court when violators are being prosecuted;
8. Investigates public complaints related to illicit wetlands/watercourse discharges, and erosion/sedimentation laws;
9. Disseminates information pertaining to environmental issues, laws, and ordinances;
10. Oversees the required recordkeeping and reporting as outlined in the town's Stormwater Management plan;
11. May coordinate the maintenance and repairs of stormwater systems;
12. Assists in the review of Stormwater Pollution Prevention Plans;
13. Reviews Stormwater Pollution Prevention Plans and Erosion and Sediment Control Plans submitted to the Planning Board.

FULL PERFORMANCE KNOWLEDGE, SKILL, AND ABILITIES:

Good knowledge of Wetlands Protection Law, and Erosion and Sediment Control Law;
Good knowledge of local codes, regulations, and ordinances relative to wetlands/watercourse and erosion/sedimentation;
Ability to read and understand written materials;
Ability to establish and maintain cooperative relationships with other public officials, contractors, and the general public;
Ability to read and interpret plan specifications;
Ability to prepare clear and concise written and oral reports and maintain detailed records;
Ability to be firm but courteous;
Personal characteristics necessary to perform the duties of the position;
Physical condition commensurate with the demand of the position.

ENVIRONMENTAL INSPECTOR (Cont'd)

MINIMUM QUALIFICATIONS:

- EITHER: (A) Graduation from a regionally accredited or New York State recognized college or university with a Bachelor's degree in Conservation and Resource Development, Natural Resources or a closely related field and one year of experience in administering codes and ordinances related to the protection of the environment and/or the health and safety of the public;
- OR: (B) Graduation from a regionally accredited or NYS recognized college or university with an Associate's degree and three years of work experience administering codes and ordinances related to the protection of the environment and/or health and safety of the public;
- OR: (C) Five years of work experience ensuring that the provisions of codes and ordinances related to the protection of the environment and/or health and safety of the public;
- OR: (D) An equivalent combination of training and experience within the limits of (A), (B), and (C).

NOTE: Documented volunteer experience as member of a municipality's Environmental Review committee, Planning Board, or Zoning Board of Appeals may be substituted for the above referenced work experience.

SPECIAL REQUIREMENT:

Possession of a New York State Driver License at time of appointment...

CE3322

Adopted: 12/05/2008