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Commissioner

North Carolina Department of Agriculture
and Consumer Services
Division of Soil and Water Conservation

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Director

**COMMUNITY CONSERVATION ASSISTANCE PROGRAM ADVISORY COMMITTEE MEETING:
DRAFT MINUTES JUNE 21, 2012**

- I. Welcome and introductions
- II. Review and approval of March 9, 2012 minutes
Minutes approved by consensus.
- III. NC Association of Soil and Water Conservation update
Bill Hart, New Hanover Soil and Water Conservation District Supervisor presented an update on the Association of Soil and Water Conservation. The Association hosted a legislative breakfast in early June and 25 elected officials attended. The Community Conservation Committee, one of the Association's standing committees, will be meeting on July 26 in Winston-Salem. The Association is tracking the Farm Bill Conservation Title; the conservation items are moving, but there are many other items in the bill. The Association is interested in working on the Low Impact Development initiative by DWQ. DWQ will be presenting at the July meeting, and it is recommended that a similar presentation be shared at the next CCAP Advisory Committee meeting. This year there is no increase in funding for CCAP, while the Association did request an increase through their legislative breakfast.
- IV. Registered Landscape Architects and job approval authority
The committee discussed the issue of job approval authority (JAA) that can be granted to Registered Landscape Architects (RLAs). A letter from DWQ was reviewed regarding RLAs approval for designing bioretention areas. However, there is still some discussion with the North Carolina Board of Examiners for Engineers and Surveyors regarding design approval for piping size, etc.

At this time, the committee recommends the following policy for Soil and Water Conservation Commission approval. It grants the same JAA for RLAs for backyard BMPs that district employees can obtain.

A NC licensed landscape architect is allowed to sign as Job Approval Authority for the following CCAP practices: backyard rain gardens (treats impervious areas < 2500 sq. ft.), backyard wetlands (treats impervious areas < 2500 sq. ft.) and cisterns (< 3,000 gal).

The committee will continue to follow this issue.

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- V. Draft PY2013 average cost list
The draft PY2013 average cost list was reviewed and changes were approved by the committee. Please refer to attachment A for more detailed information regarding the changes.

- VI. Critical area BMP operation and maintenance agreement
The draft critical area BMP operation and maintenance agreement was reviewed by the committee. Revisions were made and the revised draft was approved for program use. Please refer to attachment B to view the agreement.

- VII. Design manual
 - a. Review committee
 - b. Backyard rain gardens
 - c. Backyard wetlands
 - d. Cisterns

- VIII. Detailed implementation plan
The draft PY2013 detailed implementation plan was reviewed and approved by the committee. Please refer to attachment C to view the detailed implementation plan.

- IX. NC Forest Service Urban Forestry Grant Program
Alan Moore presented information about the NC Forest Service Urban Forestry Grant Program. Please refer to attachment D to view a copy of the presentation.

- X. Set future meeting dates
A doodle poll for will be distributed to the committee.