

WETLANDS INSPECTOR

GENERAL STATEMENT OF DUTIES: Enforces and administers the provisions of the local Freshwater Wetlands Protection Law; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision of higher level personnel the incumbent performs inspection, administration and enforcement work relating to the provisions outlined in the locally adopted Freshwater Wetlands Protection Law, and relating to compliance with approved subdivision and site plans. Incumbents of this class may issue Stop Work Orders for violations of environmental regulation of the municipality.

EXAMPLES OF WORK: (Illustrative Only)

Reviews permit applications for regulated activities; does field work to perform site inspection;

Prepares and issues permits;

Prepares report on application for review;

Makes presentation at public hearing on application before Planning and Conservation Boards;

Prepares draft permit or denial for Planning and Conservation Board action based on record of public hearing;

Meets with property owners/developers/contractors to review proposed work in regulated areas and outlines application review-approval procedure;

Conducts periodic field inspections of permit work in progress; advises permit holder of variations/violations;

Conducts final inspections, advises permit holder and officials of successful completion of permit work;

Reviews subdivision and site development proposals for conformance with Freshwater Wetlands Protection Law; prepares report or presentation for Planning Board as necessary;

Coordinates review of regulated wetland activity work with local officials, or New York State Department of Environmental Conservation, as appropriate;

Maintains wetland permit files and records;

Responds to public inquiries about Freshwater Wetland protection Law; investigates possible violations.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the local "Freshwater Wetlands Protection Law" and other applicable areas; ability to establish and maintain cooperative relationships with other public officials, with property owners, developers, contractors and the general public; ability to read and interpret laws; ability to prepare clear and concise letters, reports; firmness with courtesy; tact; good observational skills; good judgement, physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from a regionally accredited or New York State registered four year college or university with a Bachelors Degree, with specialization in Natural History, Ecology, Hydrology, Environmental Science, Wildlife Management or Biology and two years of experience in the field of Wetlands Protection or in a position where the primary function involved enforcement of environmental protection regulations.

Towns, Villages,
Cities of Peekskill
& Rye
J. C.: Competitive
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Job Class Code: 0394