

**PROJECT MANAGEMENT DEPARTMENT
EROSION CONTROL DIVISION**

EROSION and SEDIMENTATION CONTROL PLAN PRELIMINARY REVIEW CHECKLIST

The following items shall be incorporated with respect to specific site conditions, in an erosion & sediment control plan:

LOCATION INFORMATION

- _____ Project location (roads, streets, landmarks)
- _____ North arrow and scale

GENERAL SITE FEATURES (Plan elements)

- _____ Legend: North arrow, scale, etc.
- _____ Property lines
- _____ Existing contours (topographic lines)
- _____ Proposed contours
- _____ Limits of disturbed area (provide acreage total, delineate limits, and label)
- _____ Planned and existing building locations and elevations
- _____ Planned & existing road locations & elevations
- _____ Lot and/or building numbers
- _____ Geologic features: rock outcrops, seeps, springs, wetland and their limits, streams, lakes, ponds, dams, etc.
- _____ Easements and drainage ways
- _____ Profiles of streets, utilities, ditch lines, etc.
- _____ Stockpiled topsoil or subsoil locations
- _____ If the same person conducts the land-disturbing activity & any related borrow or waste activity, the related borrow or waste activity shall constitute part of the land-disturbing activity unless the borrow or waste activity is regulated under the Mining Act of 1971, or is a landfill regulated by the Division of Waste Management. If the land-disturbing activity and any related borrow or waste activity are not conducted by the same person, they shall be considered separate land-disturbing activities and must be permitted either thru the Sedimentation Pollution Control Act as a one-use borrow site or through the Mining Act.
- _____ Required Army Corps 404 permit and Water Quality 401 certification (e.g. stream disturbances over 150 linear feet)

EROSION CONTROL MEASURES (on plan)

- _____ Legend
- _____ Location of temporary measures
- _____ Location of permanent measures
- _____ Construction drawings and details for temporary and permanent measures
- _____ Maintenance requirements of measures
- _____ Contact person responsible for maintenance

SITE DRAINAGE FEATURES

- _____ Existing and planned drainage patterns (include off-site areas that drain through project)
- _____ Method of determination of and calculations for Acreage of land being disturbed
- _____ Size and location of culverts and sewers
- _____ Soil information: type, special characteristics
- _____ Soil information below culvert storm outlets
- _____ Name and classification of receiving water course or name of municipal operator (only where stormwater discharges are to occur)

STORMWATER CALCULATIONS

- _____ Pre-construction runoff calculations for each outlet from the site (at peak discharge points)
- _____ Design calculations for peak discharges of runoff (including the construction phase & the final runoff coefficients of the site)
- _____ Design calcs of culverts and storm sewers
- _____ Discharge and velocity calculations for open channel and ditch flows (easement & right-of-ways)
- _____ Design calcs of cross sections and method of stabilization of existing and planned channels (include temporary linings)
- _____ Design calcs and construction details of energy dissipators below culvert and storm sewer outlets (diameters & apron dimensions)
- _____ Design calcs and dimension of sediment basins
- _____ Surface area and settling efficiency information for proposed sediment traps and/or basins

VEGETATIVE STABILIZATION

- _____ Area & acreage to be vegetatively stabilized
- _____ Method of soil preparation
- _____ Seed type & rates (temporary & permanent)
- _____ Fertilizer type and rates
- _____ Mulch type and rates

NOTE: Plan should include provisions for groundcover on exposed slopes within 21 calendar days following completion of any phase of grading; permanent groundcover for all disturbed areas within 15 working days or 90 calendar days (whichever is shorter) following completion of construction or development.

FINANCIAL RESPONSIBILITY/OWNERSHIP FORM

- _____ Completed, signed & notarized FR/O Form (must be an original with original signatures)
- _____ Accurate application fee \$300.00 per acre rounded up to the next acre with no ceiling amount) Also, Include a \$200.00 plan review fee.
- _____ Certificate of assumed name, if the owner is a partnership
- _____ Name of Registered Agent (if applicable)
- _____ Copy of the most current Deed for the site

NARRATIVE AND CONSTRUCTION SEQUENCE

- _____ Narrative describing the nature & purpose of the construction activity
- _____ Construction sequence related to erosion and sediment control (including installation of critical measures prior to the initiation of the land-disturbing activity & removal of measures after areas they serve are permanently stabilized)
- _____ Bid specifications related only to erosion control