Erosion Control Application Checklist

Project Name:_____

This checklist must accompany the

Stormwater / Erosion Control Application

For City Use Only

Permit Number:_____

Date Received:_____

Parcel Number:_____

Lot Size	Area of Disturbance	Increase in Impervious Area

Please check Appropriate box: I= Included, NA= Non-Applicable *(If "NA" is checked, an explanation must be entered)*

			Applicant	City	
A. Plan Requirement – All Size Plans - General	**I**	**NA**	**Explanation/Location in Plan**	**I**	**NA**
1. Narrative describing the proposed project, including implementation schedule of designed practices.	☐	☐			
2. Identifies the Contractor responsible for installing and maintaining the practices along with contact information.	☐	☐			
3. Use Best Management Practices that will remove 80% of total suspended solids from stormwater leaving the construction site.	☐	☐			
4. Show all stock piles on site with Best Management Practices to prevent soil loss from the pile. Piles must be stabilized if they will be inactive for more than 7 days.	☐	☐			
5. Tracking pad(s) shown on the plan.	☐	☐			
6. Inlet protection shown on plan.	☐	☐			
7. Identify site dewatering techniques for removing sediment from the pumped water.	☐	☐			
8. Construction of the parking and staging areas are identified to be constructed early in the construction.	☐	☐			
9. Identify flows passing through the development from drainage areas outside the development and provide for bypass diversion around the disturbed area.	☐	☐			
10. If site is greater than 1 acre, submit approved NOI from the Department of Commerce, or Natural Resources.					
11. Special measures have been taken for slopes greater than 12% (1 vertical: 8 horizontal).	☐	☐			
B. Construction Plan Notes	☐	☐			
1. Disturbed areas are minimized during construction and is specifically called out on the contractors installation plan.	☐	☐			
2. All disturbed ground left inactive for more than 7 days shall be seeded and mulched during the period April 15-September 15.	☐	☐			
3. If final restoration is not completed by October 15, the contractor shall use straw matting or anionic polyacrylamide (PAM) spray to prevent erosion during the winter and early spring months.	☐	☐			
4. Sequence of construction of the development site including stripping top soil, clearing, rough grading, utility installation, construction of infrastructure and buildings, and final grading and landscaping.	☐	☐			
C. Existing Site Plan	☐	☐			
1. Map of existing site and 200 feet minimum beyond boundary, scale not less than 1"=100 feet.	☐	☐			
2. Contours shown not less than 5 foot intervals with flow direction arrows.	☐	☐			
3. Vegetative cover.	☐	☐			

Erosion Control Application Checklist

Project Name:_____

This checklist must accompany the

Stormwater / Erosion Control Application

For City Use Only

Permit Number:_____

Date Received:_____

Parcel Number:_____

4. Soil type.	☐	☐			
5. Locations and dimensions of utilities, structures, roads, highways and paving.	☐	☐			
6. Primary or secondary environmental corridors or other areas of significance.	☐	☐			
7. Disturbed areas greater than 10-acres have a designed sedimentation basin.	☐	☐			
D. Final site plan showing the final site conditions at the same map scale as the existing site plan.	☐	☐			
E. Site Construction Plan	☐	☐			
1. Locations and dimensions of all proposed land disturbing construction activity.	☐	☐			
2. Locations and dimensions of all temporary soil or dirt stock piles.	☐	☐			
3. Location and dimensions of all construction site management control measures.	☐	☐			
4. Schedule of starting and completion date of each land disturbing construction activity.	☐	☐			
5. Sequence of construction of the development site including stripping top soil, clearing, rough grading, utility installation, construction of infrastructure and buildings, and final grading and landscaping.	☐	☐			
6. Provisions for maintenance of the construction site control measures during construction.	☐	☐			
7. Estimates of the runoff coefficient of the site before and after construction activities are completed.	☐	☐			
8. Cross sections and flow calculations for diversion ditches.	☐	☐			
F. General Construction Site Plan	☐	☐			
1. Identify each control measure on the plan.	☐	☐			
2. Trapping sediment.	☐	☐			
3. Staging construction.	☐	☐			
4. Protect downslope drainage inlets.	☐	☐			
5. Minimize tracking at all times.	☐	☐			
6. Clean up of off site sediment deposits.	☐	☐			
7. Proper disposal of building materials and refuse.	☐	☐			
8. Stabilization of drainage ways.	☐	☐			
9. Control of erosion from stockpiles.	☐	☐			
10. Soil erosion control and overland runoff control measures, including runoff calculations as appropriate.	☐	☐			
11. Installation of permanent stabilization practices as soon as possible after final grading.	☐	☐			
12. Submittal of the erosion control plan statement including timelines submitted at time of building permit application.	☐	☐			
13. Other	☐	☐			
14. Other	☐	☐			
15. Other	☐	☐			
16. Other	☐	☐			
17. Other	☐	☐			
18. Other	☐	☐			

Erosion Control Application Checklist

Project Name:_____

This checklist must accompany the

Stormwater / Erosion Control Application

For City Use Only

Permit Number:_____

Date Received:_____

Parcel Number:_____

Narrative for NA items: