

Erosion and Sediment Control Plan Review Checklist

Project Name: _____ SWCD: _____

City/County: _____ Date on Plans: _____

Address: _____

Plan Page	Included: Y/N

SITE PLAN:

1. Show graphic scale and north arrow.

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2. Provide vicinity map showing site's relation to surrounding area, including designation of specific phase, if necessary.

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3. Provide both existing and planned contours with contour lines drawn at an interval in accordance with the following:

Map Scale	Ground Slope	Contour Interval, ft.
1 inch = 100 ft. or larger scale	Flat 0-2%	0.5 or 1
	Rolling 2-8%	1 or 2
	Steep 8% +	2, 5 or 10

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4. Delineate contributing drainage areas, with acreage, both on and off site. Include hydrology study and maps of drainage basins for both the pre-and post-developed conditions.

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5. Delineate all state waters located on or within 200 feet of the project site.

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6. Show location of erosion and sediment practices using uniform coding symbols from the Manual for Erosion and Sediment Control in Georgia, Chapter 6, with legend.

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7. Delineate 25-foot undisturbed buffers of state waters and 50-foot buffers along designated trout streams. Clearly note areas of impact.

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8. Include soil series and their delineation.

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9. Identify the project receiving waters and describe adjacent areas – neighboring areas such as streams, lakes, residential areas, etc., which might be affected.

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10. Phase E&SC plans into an initial perimeter control E&SC plan, intermediate E&SC plan for grading and drainage and a final phase E&SC plan.

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11. Provide an E&SC plan for a typical lot and each situational lot.

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12. Show limits of disturbance on E&SC plan.

Narrative Notes and Other Information: (Notes or narrative should be located on the site plan under general notes or under erosion and sediment control notes.)

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1. Provide revision and/or initial date on E&SC plans.

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2. Provide description of existing land use at project site and description of proposed project. Include land lot and district numbers for site location. Describe critical areas and what extra measures will be utilized for these areas.

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3. Provide name, address and phone number of developer/owner.

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4. Provide name and phone number of 24-hour local erosion and sediment control contact.

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5. Show certification number, signature and seal of qualified plan designer.

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6. Note total and disturbed acreage (the disturbed area shall be the total estimated disturbed area of the primary and secondary permittees) of the project or phase under construction.

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7. Provide detailed construction activity schedule – show anticipated starting and completion dates for project events, include vegetation and mulching timeline.

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8. Clearly note this statement in bold letters– **“The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities.”**

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9. Provide 67 cubic yards per acre sediment storage. Include specific design information and calculations for structural measures on site. Sites with more than 10 total acres must have a temporary sediment basin.

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10. Show storm-drain pipe and weir velocities and provide appropriate outlet protection to accommodate discharges without erosion.

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11. Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.

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12. Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.

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13. Clearly note maintenance statement – **“Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source.”**

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14. Clearly note the statement: **“Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding.”**

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15. Provide certification stating that the plan designer has visited the site prior to the design of the E&SC plans.

E&SC PLAN REVIEW CHECKLIST TO BE SUBMITTED WITH PLANS

Project Name (Noted clearly on cover sheet) SWCD: (May be completed by reviewer)

City/County (on cover sheet – note LIA) Date on Plans: (initial plan submittal date on cover sheet)

Address (include street name/address on cover sheet)

Site Plan:

1. Show graphic scale and north arrow.
The graphic scale and north arrow must be shown on all E&SC plan sheets.
2. Provide vicinity map showing site's relation to surrounding area, including designation of specific phase, if necessary.
Site location must be delineated showing surrounding area roads and highways. If the project is being done in phases, each individual phase must be delineated and labeled. This information is important for plan reviewers if a site visit is needed, or if the site needs to be found on another map such as USGS quad.

3. Provide both existing and planned contours with contour lines drawn at an interval in accordance with the following:

Map Scale	Ground Slope	Contour Interval, ft.
1 inch = 100 ft. or larger scale	Flat 0-2%	0.5 or 1
	Rolling 2-8%	1 or 2
	Steep 8% +	2, 5 or 10

Plan should include an existing site plan sheet or sheets with the above contour intervals shown on plan. The intermediate phase should show the proposed grade in bold contours with the above intervals overlaying the original contours. Both the existing and proposed contours must be labeled.

4. Delineate contributing drainage areas, with acreage, both on and off site. Include hydrology study and maps of drainage basins for both the pre-and post-developed conditions.
Hydrology study and drainage maps should be separate from plans. Maps should include each individual basin draining to, through and from the project site, with each one delineated, labeled and showing its total acreage.
5. Delineate all state waters located on or within 200 feet of the project site.
ALL STATE WATERS LOCATED ON OR WITHIN 200 FEET OF THE PROJECT SITE MUST BE DELINEATED. *If the plan reviewer visits the site and finds possible state water on or within 200 feet of site that is not shown on the plan, the review could be delayed until state waters are determined by the Local Issuing Authority.*
6. Show location of erosion and sediment practices using uniform coding symbols from the Manual for Erosion and Sediment Control in Georgia, Chapter 6, with legend.
All phases of the E&SC Plan must use uniform coding symbols with legend from the Manual for Erosion and Sediment Control in Georgia, Chapter 6.
7. Delineate 25-foot undisturbed buffers of state waters and 50-foot buffers along designated trout streams. Clearly note areas of impact.
The State of Georgia requires these minimum undisturbed buffers, but the Local Issuing Authority may have more stringent buffer requirements. The most stringent buffer required must be shown on the plan. Any undisturbed buffer area that is impacted by the project site must be noted on the plan and in the hydrology narratives.
8. Include soil series and their delineation.
Soil series delineations are required for the plan review. The highest level of soil survey required for the site, such as a level three or level four for septic tanks, must be delineated on the plan. The soil series delineation should be shown on the existing site plan.

9. Identify the project receiving waters and describe adjacent areas – neighboring areas such as streams, lakes, residential areas, etc., which might be affected.
Identify, by name, any streams, rivers, lakes, etc. which the site drains to and describe any neighboring area which could be affected by the post-developed runoff from the site.
10. Phase E&SC plans into an initial perimeter control E&SC plan, intermediate E&SC plan for grading and drainage and a final phase E&SC plan.
Each phase of the E&SC plan should be shown on a separate page. The initial phase should show all BMPs necessary to prevent sediment from leaving the project site during the beginning of the project and any tree-save fencing that may be required. These practices should include construction exits, silt fence, etc. shown with the existing contours. The intermediate phase should include all BMPs necessary to prevent sediment from leaving the site and the required 67 cubic yards per acre sediment storage. These should include temporary sediment basins, retrofitted detention ponds, check dams, temporary down drains, diversions, inlet protection, temporary grassing, mulching, etc. The final phase plan should include such practices as outfall protection, revised inlet protection, permanent grassing, matting, etc.
11. Provide an E&SC plan for a typical lot and each situational lot.
A typical lot must be shown as well as an E&SC plan for each situational lot. Situational lots must include lots showing drainage diverted to the front of the lot, drainage diverted to the rear of the lot, drainage diverted to the right of the lot, drainage diverted to the left of the lot, lots bordering state waters, lots bordering wetlands, etc.
12. Show limits of disturbance on E&SC plan.
Limits of disturbance must be shown on plan for all phases including all disturbances on and off the site. Disturbances off site should include sanitary and/or drainage line easements, temporary access easements, etc.

Narrative Notes and Other Information: (Notes or narrative should be located on the site plan under general notes or under erosion and sediment control notes.)

1. Provide revision and/or initial date on E&SC plans.
The initial plan date should be shown on all pages. With each resubmittal, the revision date and entity requesting revisions (Planning Dept., GSWCC, NRCS, etc.) should be shown on front sheet and each sheet that has been revised.
2. Provide description of existing land use at project site and description of proposed project. Include land lot and district numbers for site location. Describe critical areas and what extra measures will be utilized for these areas.
The description of existing land use, description of proposed project and the description of critical areas should be included in the plan's erosion and sediment control notes. Critical areas may include crossing state waters, disturbance inside buffer if the work being done is exempt or a variance is obtained, wetlands, neighboring property to which the project site drains, etc.
3. Provide name, address and phone number of developer/owner.
The name, address and phone number of developer/owner must be shown on cover sheet and/or under erosion and sediment control notes.
4. Provide name, certification and phone number of 24-hour local erosion and sediment control contact.
The name and phone number of a 24-hour contact responsible for erosion and sediment control must be shown under the erosion and sediment control notes, general notes or on the erosion and sediment control plan.
5. Show certification number, signature and seal of qualified plan preparer.
By December 31, 2006 the designer's certification number issued by the Georgia Soil and Water Conservation Commission must be included on the plan. The plan must also contain the signature and seal of the qualified plan designer on all erosion and sediment control sheets. No plan will be reviewed without proper signatures.

6. Note total and disturbed acreage (the disturbed area shall be the total estimated disturbed area of the primary and secondary permittees) of the project or phase under construction.
The total acreage and the total estimated disturbed acreage of the project or phase under construction must be shown under either the erosion and sediment control notes, general notes or on the E&SC plan. The estimated total disturbed area must include disturbances by the primary permittee and all secondary permittees under the NPDES Permit.

The primary permittee is defined as the owner or the operator or both of the tract of land being developed. Secondary permittees are individual builders, utility companies or utility contractors that conducts construction activities within areas of common development.
7. Provide detailed construction activity schedule – show anticipated starting and completion dates for project events, include vegetation and mulching timeline.
A detailed construction activity schedule should be located on either the cover sheet, or on the erosion and sediment control plan. The schedule must include starting and completion dates of the project or phases under construction, initial erosion control BMPs installation, intermediate erosion control BMPs, final phase erosion and sediment control BMPs, and maintenance of erosion and sediment control practices. Other events noted on the schedule include demolition, clearing and grubbing, grading, storm and sanitary sewer installation, paving, building construction, etc.
8. Clearly note this statement in bold letters: **“The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities.”**
This statement must be included under erosion and sediment control notes, general notes, or on the erosion and sediment control plan sheet or sheets.
9. Provide 67 cubic yards per acre sediment storage. Include specific design information and calculations for structural measures on site. Sites with more than 10 total acres must have a temporary sediment basin.
The project or phase under construction must provide 67 cubic yards per acre of the entire drainage basin sediment storage. Sediment storage may be obtained through the use of excavated inlet protection, retrofitted detention ponds or temporary sediment basins. Sites with 10 or more acres disturbed must have a retrofitted detention pond or temporary sediment basin. Specific design information, calculations and completed worksheets provided in the manual must be included on the erosion and sediment control plan or erosion and sediment control detail sheet.
10. Show storm-drain pipe and weir velocities and provide appropriate outlet protection to accommodate discharges without erosion.
Provide a chart of storm-drain and weir velocities. Appropriate outlet protection to accommodate discharges without erosion must be provided. Calculations, stone size and dimensions and any worksheets must be shown on either erosion and sediment control plan or erosion and sediment control details.
11. Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.
A vegetative plan must be shown on either the erosion and sediment control plan or the erosion and sediment details. The plan must include all temporary and permanent species with planting dates and seeding, fertilizer and mulching rates that are site specific to the appropriate time of year and geographical region of Georgia.
12. Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.
The erosion and sediment control detail sheet must show a detailed drawing for each structural BMP shown on the plan. All BMPs and drawings shown must, at a minimum, meet the guidelines given in the Manual.

13. Clearly note maintenance statement – **“Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source.”**

This maintenance statement must be shown on the erosion and sediment control notes, general notes, or on the erosion and sediment control sheets of the plan.

14. Clearly note the statement: **“Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding.”**

This statement must be shown on the erosion and sediment control notes, general notes, or on the erosion and sediment control sheets of the plan.

15. Provide certification stating that the plan designer has visited the site prior to the design of the E&SC plans.

As mandated by law, certification stating that the plan designer has visited the site prior to the design of the erosion and sediment control plans must be provided. This certification can be located under either the erosion or sediment control note, general notes or on the erosion and sediment control plan sheets.