St. Louis Park
MINNESOTA
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Erosion and Sediment Control Plan Review Checklist

(for projects greater than 5,000 square feet and less than one acre)
Small Municipal Separate Storm Sewer System (MS4)

Background: The purpose of this checklist is used by city staff for erosion and sediment control plan compliance review. It is provided to builders and developers as an additional resource for erosion and sediment control plan development and to expedite the approval process. Use of this checklist will help you to determine if your SWPPP is complete, though not all checklist items are applicable to all projects. This checklist is intended for projects requiring a city erosion and sediment control plan ranging in size from 5,000 square feet up to one acre.

Review information

Applicant: _____ Project name: _____

Application date: _____ Reviewer name: _____

Erosion and sediment control plan contains a combination of:

Yes	N/A		Notes
☐	☐	Narrative or project description	
☐	☐	Erosion and sediment control plan sheets	
☐	☐	Standard detail sheets	

Project type:

☐ Residential – Remodel ☐ Commercial/industrial ☐ Road/utility construction
☐ Residential – New construction ☐ Other (describe): _____

Erosion and sediment control plan information

The erosion control plan is a stand-alone document that shall include the following. For permit approval the following items must be addressed:

	Yes	N/A	
1.	☐	☐	The site location in relation to surrounding roads, steep slopes, other significant geographic features, buildings and other significant structures.
2.	☐	☐	Existing and final grades and the direction of flow for all pre- and post-construction runoff from the site.
3.	☐	☐	Site property lines.
4.	☐	☐	Identification and location of all existing and planned underground utilities, to be concentrated in corridors where safe, practical and feasible.
5.	☐	☐	Identification of all receiving water bodies and/or stormwater conveyance systems to which the site discharges. Specification of the Impaired or Special Management waters status of each receiving water body or conveyance system.
6.	☐	☐	Identification and location of all onsite water features and facilities, including any lake, stream or wetland; any natural or artificial water diversion or detention area; any surface or subsurface drainage facility or stormwater conveyance; and any storm sewer catch basin.

7.	☐	☐	Location of all trees and vegetation on site, with identification of that which is intended to be retained. Installation of protective fencing so as to exclude all fill and equipment from the drip line or critical root zone, whichever is greater, of all vegetation to be retained.
8.	☐	☐	Location of buildings and structures on site.
9.	☐	☐	Proposed grading or other land-disturbing activity including areas of grubbing, clearing, tree removal, grading, excavation, fill and other disturbance; areas of soil or earth material storage; quantities of soil or earth material to be removed, placed, stored or otherwise moved on site; and delineated limits of disturbance.
10.	☐	☐	Locations of proposed runoff control, erosion prevention, sediment control and temporary and permanent soil stabilization measures, including, but not limited to: inlet protection, perimeter control, temporary and permanent soil stabilization, concrete wash areas, slope breaks, energy dissipation, rock construction entrance, silt curtains.
11.	☐	☐	Detail showing the location of all areas where compaction is to be prevented and/or mitigated. These areas shall be protected from construction vehicle traffic where practical and feasible. These areas include but are not limited to: filtration and infiltration stormwater facilities and areas that are proposed to be permanently landscaped as greenspace.
12.	☐	☐	Location of all onsite, existing and proposed stormwater management facilities, including, but not limited to: infiltration basins, bio-filtration basins, stormwater ponds, porous pavers, underground storage and swales.
13.	☐	☐	Plans shall provide that stockpiles of soil or other materials subject to erosion by wind or water shall be covered, vegetated, enclosed, fenced on the down gradient side or otherwise effectively protected from erosion in accordance with the amount of time the material will be on site and the manner of its proposed use.
14.	☐	☐	Plans shall provide that all fabric fences used for erosion and sedimentation control and all other temporary controls shall not be removed until the District has determined that the site has been permanently restabilized and shall be removed within 30 days thereafter.
15.	☐	☐	Plans shall provide for permanent stabilization of all areas subject to land disturbance, retention of native topsoil on site wherever practical and feasible, and specify at least six inches of topsoil or organic matter be spread and incorporated into the underlying soil during final site treatment wherever topsoil has been removed.
16.	☐	☐	Soils engineering and geology reports. On a determination that the condition of the soils is unknown or unclear and that additional information is required to find that an applicant's proposed activity will meet the standards and purposes of this rule, the city may require soil borings or other site investigation to be conducted and may require submission of a soils engineering or geology report. The report shall include the following as requested by the city.

Comments

If you have further questions on the completion of this form, the completion of the city's erosion and sediment control application or program, feel free to contact Erick Francis at 952.924.2690 or at efrancis@stlouispark.org.