

TJSWCD EROSION & SEDIMENT CONTROL CHECKLIST

Following is a checklist of the necessary components of all **erosion and sediment control plans**. This list must be completed and signed by the plan preparer and must accompany all erosion and sediment control plans submitted to the Thomas Jefferson Soil and Water Conservation District (TJSWCD) for review. If you have questions, please call the TJSWCD office at 434-975-0224, or in Louisa at 540-967-5940. Plans will not be considered "submitted" until the applicant applies through the appropriate jurisdiction and pays any required fees. Virginia Erosion & Sediment Control guidance documents can be found at:

<http://www.deq.virginia.gov/Programs/Water/StormwaterManagement/ErosionandSedimentControl.aspx>

For projects that disturb an acre or more, or are part of a common plan of development, a **Virginia Stormwater Management Program (VSMP) Permit** may be needed. Information regarding VSMP can be found at:

<http://www.deq.virginia.gov/Programs/Water/StormwaterManagement/VSMPPermits.aspx>

Will the project disturb an acre or more? _____ yes _____ no
 Is the project "grandfathered" under 9VAC25-870-48? _____ yes _____ no
 Is the project part of a "common plan of development or sale" (9VAC25-870-10)? _____ yes _____ no

Project Name: _____

A. Minimum Standards:

_____ Each of the 19 Minimum Standards of the Virginia Erosion and Sediment Control Regulations (9VAC25-840-40) must be satisfied. If a Minimum Standard is not addressed with a specific practice in the plan, the intent to satisfy that standard must be documented in writing. All requests for variances from these Minimum Standards must be submitted in writing.

B. Narrative: (The narrative is as much a part of the plan as is the site plan. Contractors should be made aware of all activities and specifications addressed in the narrative.)

- _____ 1. Project description - Describe the nature and purpose of the land disturbing activity, the amount of grading involved, and the number of disturbed acres (including areas disturbed by equipment traffic & off-site areas).
- _____ 2. Existing site conditions - Describe topography, vegetation, drainage patterns, and any other significant features.
- _____ 3. Adjacent areas - Describe areas such as streams, lakes, residential areas, roads, etc., which might be affected by the land disturbance.
- _____ 4. Soil descriptions - Document soil names, erodibility, permeability, depth, texture, and hydrologic group of each soil.
- _____ 5. Critical areas - Describe areas that have the potential to present erosion or water quality problems due to the land disturbance.
- _____ 6. Erosion and sediment control measures - Describe the methods that will be used to control erosion, sedimentation, and excessive runoff from the site. CALCULATIONS used in designing all structural practices must be included. All practices must be designed in accordance with the *Virginia Erosion and Sediment Control Handbook*. All requests for variances from these specifications must be submitted in writing.
- _____ 7. Permanent and temporary stabilization (vegetative and non-vegetative) - Describe how each portion of the site will be stabilized after construction is completed and during construction if warranted.
- _____ 8. Soil stockpiles and borrow areas - Describe how such areas will be protected during construction and the intentions for final stabilization of such areas.
- _____ 9. Stormwater management considerations - Will the development of the site result in increased runoff? If so, CALCULATIONS verifying downstream channel adequacy, in accordance with MINIMUM STANDARD #19, must be included in this section. CALCULATIONS to verify the adequacy of all on-site pipes and stormwater conveyance channels (including roadside ditches) must also be included in this section.
- _____ 10. Construction Schedule - A detailed sequence of construction must be documented.

- ____ 11. Maintenance schedule for erosion and sediment control practices – A schedule of regular inspections (at least weekly and after every rainfall) and repair of erosion and sediment control structures must be set forth.
- ____ 12. Maintenance Agreement - A copy of the maintenance agreement for all permanent stormwater management practices must be provided with the plan. (This must be filed with the local circuit court.)

C. SITE PLAN:

- ____ 1. Name and phone number of "Responsible Land Disturber" – This person must hold a valid "Responsible Land Disturber Certificate" from the Va. Department of Environmental Quality, and must be the member of the project or development team who will be in charge of and responsible for carrying out the land disturbing activity for the project.
- ____ 2. Vicinity map - Include a small map locating the site in relation to the surrounding area (specific enough to allow a person unfamiliar with the area to find the site). Include a description of access to the area if necessary.
- ____ 3. Scale of plan - The scale of the plan must be noted and must be of sufficient size to clearly convey the characteristics of the site and control measures.
- ____ 4. Existing contours - Contour interval must be five (5) feet or less (and *not* interpolated from a USGS topographic map).
- ____ 5. Existing vegetation - Tree lines, grassy areas, and unique vegetation must be shown.
- ____ 6. Soils - The boundaries of different soil types must be delineated and labeled.
- ____ 7. North arrow - A directional arrow must be noted.
- ____ 8. Critical areas - Areas which have the potential to present serious erosion or water quality problems must be delineated.
- ____ 9. Pre- and post-development drainage areas - Dividing lines, number of acres, and the direction of flow for each drainage area before and after development must be shown. Use separate plan sheets for clarity.
- ____ 10. Final contours - Changes to the existing contours must be shown. Use road profiles for road construction.
- ____ 11. Limits of disturbance - Areas to be cleared or graded, and areas to be disturbed by construction traffic, must be outlined.
- ____ 12. Location of practices - The locations of the erosion and sediment control and stormwater management practices to be used on the site must be shown using the symbols from the *Virginia Erosion and Sediment Control Handbook*.
- ____ 13. Detail drawings and specifications for structural practices - Any structural practices used must be illustrated with DETAILED DRAWINGS CONTAINING ALL DIMENSIONS AND SPECIFICATIONS.
- ____ 14. Specifications for vegetative practices - Include all SPECIFICATIONS for seed, lime, fertilizer, mulch, and blankets or matting for vegetative stabilization (temporary and permanent).
- ____ 15. Soil stockpiles and borrow areas - The locations of stockpiles and borrow areas must be shown with adequate protection measures included. If these locations are off-site, an addendum to the plan must be submitted to show the areas.

CERTIFICATION OF PLAN PREPARER:

I certify that the above checklist components are satisfied in the accompanying erosion and sediment control plan, unless I have attached a written variance request for the omitted components.

SIGNATURE OF PLAN PREPARER

DATE

PRINT NAME

PHONE NUMBER

EMAIL ADDRESS