

Erosion and Sediment Control Plan Checklist

(3/12/2021)

Use this checklist to prepare and check an Erosion and Sediment Control (ESC) Plan. The ESC Plan is part of the Stormwater Pollution Prevention Plan (SWPPP) and includes all of the items required by the Construction General Permit (CGP) to be on the "Site Map" (CGP 7.2.4). The following select additional information required in the SWPPP (CGP sections 7 and 9.4) with a few additional items required by the City Of Albuquerque must also be placed on the ESC Plan for approval by the City prior to any land disturbing activity. This checklist does not diminish the requirements of the CGP though some portions of the CGP have been omitted from the Checklist. However, the checklist does contain additional City requirements. There are three types of approvals for an ESC plan: (1) ESC permit for grading, (2) ESC permit for Building Permit, and (3) Work Order construction plans. A Stormwater Quality Plan Information Sheet (the latest available form from the Construction Stormwater Quality web page) is to be submitted with each ESC plan submittal. The Property owner's Notice of Intent (NOI) documentation is also required prior to ESC Permit approval by the City Construction Stormwater Quality Section.

1. CGP 7.2.4 Site Map

Include a legible map, or series of maps, showing the following features of the site:

- a. Boundaries, lot lines, and lot numbers of the property and adjoining, and adjoining street names;
- b. Locations where construction activities will occur, including:
 - i. **Limits of land-disturbing activities** – Locations where earth-disturbing activities will occur (note any phasing), including any demolition activities and frontage improvements. (If the location changes during construction the ESC Plan must be updated and submitted to the City);
 - ii. **Existing and Proposed Grades** as shown on the Grading Plan approved by Hydrology, label longitudinal street slopes and steep slopes before and after major grading activities (note any steep slopes regulated by the IDO);
 - iii. **Stockpiles** – Locations where sediment, soil, or other construction materials will be stockpiled;
 - iv. **Construction Entrances** – Designated points where vehicles will exit onto paved roads;
 - v. **Locations of structures** and other impervious surfaces upon completion of construction; and
 - vi. **Construction support activity** – Locations of on-site and off-site construction support activity areas covered by this permit (see Part 1.2.1c).
- c. **Waters of the U.S.** – Locations of all waters of the U.S. within and one mile downstream of the site's discharge point. Also identify if any are listed as impaired, or are identified as a Tier 2, Tier 2.5, or Tier 3 water;
- d. **Critical habitat** - Areas of federally listed critical habitat within the site and/or at discharge locations;
- e. **Describe undisturbed and pre-construction cover** – Density and type of native undisturbed ground cover (including perennial grass and shrubs, rocks, and litter) Type and extent of pre-construction cover on the site (e.g., vegetative cover, forest, pasture, pavement, structures);
- f. **Drainage patterns** – Identify locations of concentrated flow paths that enter and exit the

disturbed areas. Identify locations where sheet flow enters and exits the disturbed area. Show on-site drainage patterns of stormwater and authorized non-stormwater before and after major grading activities;

- g. **Directly connected storm drains and channels** – Stormwater and authorized non-stormwater discharge locations, including:
 - i. Locations where stormwater and/or authorized non-stormwater will be discharged to storm drain inlets; and
 - ii. Locations where stormwater or authorized non-stormwater will be discharged directly to waters of the U.S.
- h. **Pollutant-generating activities** – Locations of all potential pollutant-generating activities identified in CGP Part 7.2.3g;
- i. **Best Management Practice (BMP) Locations Discussion and Details** – Locations of stormwater controls, including natural buffer areas and any shared controls utilized to comply with the CGP. See below additional elements of CGP 9.4.1.c to be included on the ESC Plan. City Standard Details, if available must be included on the ESC Plan. The City Standard Details establish the minimum design criteria, construct, inspection, and maintenance standards and specifications that will be allowed in the City’s jurisdiction.
- j. **Chemicals** - Locations where polymers, flocculants, or other treatment chemicals will be used and stored.

Additional items from SWPPP to be shown on the ESC Plan

- 2. CGP 7.2.1 **List All Site Operators**. Include a list of all other operators who will be engaged in construction activities at the site, and the areas of the site over which each operator has control. Include the name, phone number, and e-mail address of:
 - a. The Developer/Property Owner’s representative authorized to make changes to contract documents, plans, and specifications.
 - b. All contractors directly employed by the Developer/Property Owner. They are Operators if they are not a “sub” to the general contractor. Common examples include the earthwork contractor, the Work Order contractor, Building Permit contractor, and landscaping contractor.
- 3. CGP 7.2.2 **Identify Stormwater Team**. Identify the personnel (by name or position) that are part of the stormwater team, as well as their individual responsibilities, including the name, phone number and e-mail address of:
 - a. which members are responsible for removing sediment from adjacent public streets daily
 - b. which members are responsible for maintaining BMPs.
 - c. which members are responsible for conducting self-inspections.

If some of the Operators and members of the Stormwater Team are unknown at the time of ESC approval then blanks should be left on a table on the ESC Plan and the table should be e-mailed to the city whenever changes or additions occur.
- 4. CGP 7.2.3 **Describe Nature of Construction Activities**. Include the following:
 - a. A brief description of the nature of your construction activities;

- b. The size of the property in acres;
 - c. The total area expected to be disturbed by the construction activities;
 - d. A description of any on-site and off-site construction support activity areas covered by this permit (see Part 1.2.1c);
 - e. The maximum area expected to be disturbed at any one time, including on-site and off-site construction support activity areas;
 - f. **Projected schedule** - A description and projected schedule for the following:
 - i. Commencement of construction activities in each portion of the site, including clearing and grubbing, mass grading, demolition activities, site preparation (i.e., excavating, cutting and filling), final grading, and creation of soil and vegetation stockpiles requiring stabilization;
 - ii. Temporary or permanent cessation of construction activities in each portion of the site;
 - iii. Temporary or final stabilization of exposed areas for each portion of the site; and
 - iv. Removal of temporary stormwater controls and construction equipment or vehicles, and the cessation of construction-related pollutant-generating activities.
5. CGP 7.2.6.b.vi **Stabilization measures** (see Part 2.2.14). You must include the following:
- a. The specific vegetative and/or non-vegetative practices that will be used;
 - b. The stabilization deadline that will be met in accordance with Part 2.2.14.a.i-ii;
 - c. If complying with the deadlines for sites in arid, semi-arid, or drought-stricken areas, the beginning and ending dates of the seasonally dry period and the schedule you will follow for initiating and completing vegetative stabilization; and
 - d. If complying with deadlines for sites affected by unforeseen circumstances that delay the initiation and/or completion of vegetative stabilization, document the circumstances and the schedule for initiating and completing stabilization.
6. CGP 2.1.1 **Soil name, type, particle sizes, and Erodibility Factor (K value)** – Describe the soils on the site. Including a table and map if where there is wide variation on the site. Data may be obtained on line at <https://websoilsurvey.nrcs.usda.gov/app/> or from the “Soils Survey of Bernalillo County and Parts of Sandoval and Valencia Counties, New Mexico” issued June 1977 available at https://www.nrcs.usda.gov/Internet/FSE_MANUSCRIPTS/new_mexico/NM600/0/bernalillo.pdf
7. CGP 9.4.1.c.i **BMP Design** - The ESC Plan must include site-specific interim and permanent stabilization, managerial, and structural solids, erosion and sediment control best management practices (BMPs) and/or other controls that are designed to prevent to the maximum extent practicable an increase in the sediment yield and flow velocity from pre-construction, pre-development conditions to assure that applicable standards in 20.6.4.NMAC, including the antidegradation policy, or TMDL waste load allocations (WLAs) are met. The ESC Plan must identify and document the rationale for selecting these BMPs and/or other controls. The ESC Plan must also describe design specifications, construction specifications, maintenance schedules, criteria for inspections, and expected performance and longevity of these interim and permanent Stabilization and Best Management Practices. On streets where the longitudinal slope is steeper than 2.5%, wattles/mulch socks or j-hood silt fence shall be shown in the front yard swale or on the side of the street.

8. CGP 9.4.1.c.iii **Professional Seal** - Signed and dated stamp of either a New Mexico Professional Engineer (PE) or Certified Professional in Erosion and Sediment Control (CPESC).
iii. All SWPPPs must be prepared in accordance with good engineering practices by qualified (e.g. CPESC certified, engineers with appropriate training) erosion control specialists familiar with the use of soil loss prediction models and design of erosion and sediment control systems based on these models (or equivalent soil loss prediction tools). The date must be changed each time a change is made to the plan.
9. **Vicinity Map** – Zone Atlas Map clearly indicating the location of the Site. Street names must be legible.
10. **City Standard ESC Notes** – the latest available notes from the Construction Stormwater Quality web page. The notes will be updated from time to time, so check frequently for the latest notes.