

Construction Plan Review Checklist

All applicable construction sites shall include Erosion and Sediment Control (ESC) Plan/Drawings with their Design Plans. The checklist below is to identify if the ESC Plan/Drawings include the minimum required elements from the MS4 permit and City specific requirements. **An approved checklist must be submitted for all projects to move forward with construction.**

Project Name _____

Project Type _____ **Project Number** _____
(CIP/Development/Special)

Developer/Design Consultant _____

Reviewer _____ **Date of Review** _____

Review Number _____

Erosion and Sediment Control Plan Checklist

Item	Yes	No	Not Applicable
1. Limits of construction, including:			
a. All areas of work (disturbance)¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Access points with vehicle tracking control including temporary/haul roads¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Storage and staging areas^{1,2}	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Existing and phased topography (max 2-foot contour interval) extending just beyond the limits of construction¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Locations of all drainage and water quality features^{1,3}	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Flow directional arrows¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Narrative for dust or particulate control¹. (Usually fulfilled with COT Notes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Locations of concrete truck/equipment washout, including concrete truck chute and associated fixtures and equipment¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Locations of dedicated asphalt or concrete batch plants¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Locations of initial, interim, and final structural control measures¹ (If demolition, and if applicable, ask for Demo Phase control measures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Legend of features with map symbols¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. If site will disturb more than 40 acres at one time, did we receive a completed variance request form?			
11. Standard Notes:			
a. COT General Erosion Control Notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Differentiation for phases of construction. Minimum of 3 phases required (If demolition ensure it appears on Initial or its own phase).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Construction Plans show permanent drainage facilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. For City Projects only were allowances included in plan documents for:			
a. Control Measure installation, maintenance and removal. (May waive if Dept. will handle internally).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Weed mitigation and reseeding. (May waive if Dept. will handle internally).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Temporary irrigation and removal. (May waive if Dept. will handle internally).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Stormwater Discharge Permit maintenance (inspections and SWMP management until final stabilization). (May waive if Dept. will handle internally – make PM aware the City will be the Owner and Operator on CEOS and staff will handle SWMP inspections (QSM) as well as control measure repair.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

¹ Minimum ESC Plan elements required for the MS4 permit

² Storage and Staging areas should detail loading and unloading operations, outdoor storage of construction site materials, fertilizers, and chemicals, and locations of vehicle and equipment maintenance and fueling.

³ Drainage and water quality features include discharge points, springs, streams, wetlands and other surface waters, and all water quality treatment features.

Temporary Stream Crossing (TSC)	<input type="checkbox"/>					
Vehicle Tracking Control (VTC)	<input type="checkbox"/>					
Other (describe in comments)	<input type="checkbox"/>					

Comments:

¹ Appropriate for the specific construction activity, the applicable pollutant sources and phase of construction

² Detail must be an approved COT, MHFD, or CDOT detail, if proprietary, CM and detail must be approved by SW Coordinator.

Plan Approval

Does the checklist show that all required elements are addressed in the SECP? Yes No

- If No, ESC Plan must be resubmitted for review after correction.
- If Yes, reviewer shall submit and save a copy of the approved checklist in the project folder.

Signature _____ **Date of Approval** _____