

SOIL EROSION AND SEDIMENTATION CONTROL CHECKLIST



Public Works & Utilities
105 Upchurch Street
Apex, NC 27502
Contact: Michael Deaton, PE
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PART A (place a \checkmark next to all items included)

- _____ **Name of Project:** _____
- _____ **Apex Checklist Completed and Signed**
- _____ **Request for Plan Approval:** One (1) copy completed and signed
- _____ **Preliminary Zoning and Subdivision Approval:** One (1) copy of approved notification
- _____ **Apex Financial Responsibility/Ownership Form:** Completed, signed, and notarized
- _____ **Permit Application Fees:** \$500 per disturbed acre, no maximum (rounded to the nearest dollar)
- _____ Acres Disturbed
- _____ Fee Amount
- _____ **One (1) Set of Sedimentation and Erosion Control Plan Including Details**
- _____ **One (1) Full Set of the Construction Drawings**
- _____ **One (1) Set of Calculations**

PART B (place a \checkmark next to all items included)

- _____ **One (1) Copy of Soil Erosion Control Plan, Including:**
- _____ **Location Map** (showing project in relation to State road system)
- _____ **Existing and Proposed Contours** (plans and profiles for roadways)
- _____ **Boundaries of Total Tract** (including project limits)
- _____ **Off-Site Conditions** (ownership, zoning, drainage areas, and adjacent topography)
- _____ **Easements, Lot Lines/Numbers, Road Names, Buffers, Wetlands Limits, Streams, Ponds, and Lakes**
- _____ **Flood Zones** (community panel number, basin and stream number, flood fringe with elevations, flood way, RFPEs, etc.)
- _____ **Utilities** (community water and sewer, plan/profiles, easements, and sediment controls)
- _____ **Borrow and Spoil Areas** (located and specified on plan)
- _____ **Concrete Washout Area(s)** (located and specified on plan)
- _____ **Proposed Improvements** (roads, buildings, parking areas, grassed, landscaped, and natural areas)
- _____ **Stormwater Network** (inlets, culverts, swales, ditches, channels, and drainage easements)
- _____ **Disturbed Area** (clearly delineated with acreage specified on plan)

- _____ **Temporary Sediment Controls** (locations and dimensions of gravel entrances, diversion ditches, silt fences, sediment basins, etc.)
- _____ **Permanent Erosion Controls** (locations and dimensions of dissipaters, ditch linings, armoring, retaining walls, etc.)
- _____ **Detail Drawings** (sections, elevations, and perspectives of measures sufficient for construction as designed)
- _____ **Construction Sequence** (outlining permits, installation of measures, inspections and approvals in the construction process modified for site specific conditions)
- _____ **Scale, Legend, Orientation, and Signature Seal**
- _____ **Notes** (as necessary to describe procedures to be followed)
- _____ **Specifications** (seedbed preparation, soil amendments, construction and seeding schedules, etc.)
- _____ **Indicate Watershed Protection Overlay District** [Primary or Secondary] (describe water quality protection methods)
- _____ **Two (2) Sets of Calculations, Including:**
 - _____ **Peak Discharge of Runoff** (pre-construction, construction, and final phase discharges for the site up to and at the property line)
 - _____ **Temporary Devices** (sediment storage and Q25 capacity and dimensions)
 - _____ **Ditches, Swales, and Channels** (Q25, V10, tractive force/shear stress, capacity, and geometry)
 - _____ **Dissipaters** (Q10 velocities, stone size, and dimensions)
 - _____ **Storm Culverts and Inlets** (inverts, length, slope, Q100 and HW100 in natural drainage ways; Q10 and HW10 for all others)
- _____ **Other Requirements**
 - _____ **R40W-80W Zoning** (locations, dimension, details, calculations, and specifications for watershed protection measures)
 - _____ **Narrative Describing the Nature and Purpose of Construction Activity** (phasing, clearing and grubbing, special sequencing, experimental devices, etc.)
 - _____ **Name of Receiving Water** (only where stormwater system discharges are to occur)

Signature of Applicant

Date

PART C (Other Related Regulatory Requirements)

NPDES

The Federal Clean Water Act requires that National Pollutant Discharge Elimination System (NPDES) permits be applied for and obtained for discharges of stormwater runoff from construction activities disturbing one or more acres. A Notice of Intent (NOI) form must be completed and mailed to the Division of Environmental Management after receipt of the Town's approval of the Sedimentation and Erosion Control Plan. Refer additional questions to Ms. Judy Garrett, Water Quality Supervisor, Raleigh Regional Office, (919) 791-4257.

Wetlands

Any project having the possibility of wetlands (indicators being flood hazard solid or alluvial soils, wetland vegetation, blue-line streams, etc.) within its boundaries should be investigated by the U.S. Army Corps of Engineers prior to any disturbance to determine the existence of wetlands and any requirements thereof. For information contact Jamie Shern, Raleigh Field Office, U.S. Army Corps of Engineers, (919) 554-4884.