

POLK COUNTY PUBLIC WORKS
EROSION & SEDIMENT CONTROL PLAN (ESCP) CHECK LIST

PLAN COVER SHEET

Before Public Works Engineering will accept an ESCP for review, the following list of ESCP elements must be checked-off as provided for on the Plan, and then signed/dated by the Applicant or their Authorized Agent. All pages of the ESCP must be prepared under the supervisor of and stamped by a Registered Professional Engineers licensed to practice in the State of Oregon.

- Vicinity Map
- Site map, including north arrow in correct orientation
- Project Location (Address if available), including latitude and longitude
- Project Description
- Narrative Site Description including Existing Site Conditions, Developed Conditions, Nature of Construction Site Activities, Phases (i.e. clearing, rough grading, foundation, final grade, landscaping). And estimated schedule
- Define the estimated area of the permitted site and the estimated area to be disturbed, including square footage. Acres
- Site Soil Classification – including soil classification and soil erosive potential
- Contours on the existing conditions plan shall extend a minimum of 20' beyond all site boundaries
- Receiving water body, as applicable (named if available), wetlands, named 100-year floodplain
- The scale shall be 1-inch equals 30 feet – 50 feet horizontally
- Inspection frequencies
- Standard ESCP notes, with permit references with applicable
- BMP Matrix for construction phases
- Names and contract information for Applicant's agents such as Architect, Engineer, Prime Contractor, and Excavator
- Name and contact information for Applicant's designated erosion control inspector

EXISTING CONDITIONS AND DEMOLITION PLAN SHEET

- Existing (pre-construction) conditions site plan
- Elevations bases on USGS vertical datum
- Total property including surface area of development
- Perimeter of area to be disturbed
- Existing contours extending a minimum of 20' beyond all site boundaries
- Locations of receiving water body, as applicable (name if available), springs, wetlands, 100-year floodplain boundary
- Drainage flow arrows depicting estimated overland and channelized pre-development flow directions
- Locations of natural existing discharge points for overland and channelized flow to receiving stream of buffers
- Location of temporary staging area (if necessary)
- Location of existing structures and indications of those to be removed
- Locations for temporary stockpile areas for soil and demo debris (if necessary)
- Locations of septic tanks, drywells, and potable / irrigation wells
- Identify areas where vegetation is to be protected and remain undisturbed (i.e. specimen trees). Delineate this boundary with erosion and sedimentation control base measures and orange construction fencing (if necessary)
- Clearly define (shoe and label) Sensitive Areas and Vegetated Corridors
- Location of all ESC measures including but not limited to: gravel construction entrance, perimeter control BMPs, existing inlet protection, temporary diversion channels, settling ponds, etc.
- Legend of ESC BMP elements, Element distribution can be assigned symbolically or alpha/numerically
- Site and phase specific ESC construction notes

GRADING, STREET, AND UTILITIES ESC PLAN SHEET

- Developed (post-construction) conditions site plans
- Show onsite development boundary and any offsite work associated with the development, including ESC for offsite areas
- Finish Floor Elevation (FFE) bases on USGS vertical datum
- Clearly identify areas of cuts and fills as well as show finished contours tying into existing contours
- Drainage flow arrows depicting locations of natural and altered discharge points for overland and channelized flow. Show appropriate interior sediment control BMP's down slope of all disturbed areas above streets, parking areas, and water quality facilities
- Open / closed storm drain system and detention facilities, as applicable, Including all inlets and outlets
- Designated areas for solid waste, hazardous waste, concrete washout, fuel storage areas, and method of control, as applicable
- Designated areas for solid waste, hazardous waste, concrete washout, fuel storage areas, and method of control, as applicable
- Designated areas for soil stockpiles and method of control, as applicable
- Landscaping plan, including areas to be stabilized by seeding and/ or sodding with watering requirements
- If seeding is specified as BMP, specify dates in which seed is to be applied to ensure that vegetation becomes established prior to wet weather period
- Identify areas where vegetation is to remain undisturbed. Delineate this boundary with ESC base measures and orange construction fencing
- Relative locations of proposed features to receiving water body, as applicable (named if available), wetlands, 100-years floodplain boundary and how they will be protected from erosion
- Locations of water features (listed above) plus septic tanks, drain fields, drywells, detention ponds, potable / irrigation wells
- Show location of post development discharge points to receiving streams of buffers
- Clearly define (show and label) Sensitive Areas and Vegetated Corridors
- Include phase specific notes for dust control
- Indicate additional BMP's to be used when project boundary is within 50 feet of water of the state including but not limited to compost berms, compost blankets, compost stocks, two parallel rows of sediment fence

- Location of all ESC measures including but not limited to: inlet protection, temporary diversion channels, settling ponds, etc.
- Legend of ESC Plan BMP elements. Element distributions can be assigned symbolically or alpha/numerically
- Site and phase specific ESC construction notes and site and phase specific ESC BMP implementation rules

RUNOFF CONTROL PLAN SHEET

- Legend of ESC BMP elements. Element distribution can be assigned symbolically or alpha/numerical
- Existing contours extending a minimum of 20' beyond all site boundaries
- Location of receiving water body, as applicable (name if available), springs, wetlands, 100-years floodplain boundary
- Drainage flow arrows depicting estimated overland and channelized flow directions
- Location of temporary staging area
- Landscaping plan, including areas to be stabilized by seeding and/or sodding with watering requirements
- Proper BMPs in place and maintained (i.e. construction entrance, outlet protection, check dams)

DETAILS SHEET

- Details for all proposed BMPs and installation techniques – matching City of Salem
- General ESCP notes, Refer to the City of Salem Department of Public Works Standard Drawings for guidance on design criteria
- Note pertaining to Non-Structural BMPs if applicable, with descriptions and methods of use

Prior to submittal, check that all the following are included:

- Any BMPs reference in the plans need to be accompanied by a detail drawing
- Two sets of 24x36 plans prepared under the supervision of and stamped by a Registered Professional Engineer licensed to practice in the State of Oregon
- Copy of this check list

ESCP Designed By: _____ Date: _____
Checklist Completed/ Verified by: _____ Date: _____

Submit to:
Polk County Public Works
820 SW Ash St,
Dallas, OR 97338