



COUNTY OF KENOSHA

Department of Planning and Development

EROSION CONTROL PLAN REQUIREMENTS AND CHECKLIST

Any project that requires a stormwater management plan shall also include an erosion control plan designed to protect downstream water resources and property owners from water pollution and other damage caused by sediment runoff from construction sites. Erosion control plan design should, to the maximum extent practicable, adhere to the following guiding principles:

- 1) Propose grading that best fits the terrain of the site, avoiding steep slopes, wetlands, floodplains and environmental corridors;
- 2) Minimize, through project phasing and construction sequencing, the time the disturbed soil surface is exposed to erosive forces;
- 3) Minimize soil compaction, the loss of trees and other natural vegetation and the size of the disturbed area at any one time;
- 4) Locate storm water Best Management Practices (BMP) upstream from where runoff leaves the site or enters waters of the state and outside of wetlands, floodplains, primary and secondary environmental corridors, C-2 Upland Conservancy Zoning District, or isolated natural areas;
- 5) Emphasize the use of BMPs that prevent soil detachment and transport over those aimed to reduce soil deposition (sedimentation) or repair erosion damage;
- 6) Construction erosion control measures should be consistent with the applicable WDNR construction site erosion and sediment control standards that can be downloaded at <http://www.dnr.state.wi.us/runoff/stormwater/techstds.htm>.

Preliminary Erosion Control Plans must include¹:

- ___ 1. A site map in accordance with the County Stormwater and Erosion Control Site Plan Map Requirements and Checklist. Digital submittal required consistent with County Mapping Standards
- ___ 2. A **brief narrative** describing the proposed land disturbing activity, **construction timeline** and sequencing, and a general review of the **major erosion and sediment control BMPs** proposed to be used to minimize off-site impacts during the construction phase and to stabilize the site following construction.
- ___ 3. Delineation of the following on the site map under #1 above: a) the area and size (in acres) of the proposed land disturbance; (b) the woodland and wetland areas, and the size (in acres) of each that is proposed to be lost during construction and a general description of the current vegetation types and tree sizes; (c) the general **location of BMPs**.

Final Erosion Control Plans must include¹:

- ___ 1. A **site map** in accordance with the County Stormwater and Erosion Control Site Plan Map Requirements and Checklist. Digital submittal required consistent with County Mapping Standards. All other map elements listed below shall be delineated and labeled at a scale of 1 inch equals no more than 100 feet, unless otherwise noted;
- ___ 2. North arrow, graphic scale, draft date, name and **contact information** for project engineer or planner and designation of **source documents** for all map features;
- ___ 3. Proposed site topography at contour intervals not to exceed two feet, proposed percent slope for all open channels and side slopes and all runoff **discharge points** from the site;
- ___ 4. Proposed building envelopes and other **land area to be disturbed** and size in acres;
- ___ 5. Temporary **access drive** and detail consistent with WDNR Conservation Practice Standards 1057;

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- ___ 6. Temporary **flow diversion** devices for upslope or roof runoff until site is stabilized and detail consistent with WDNR Conservation Practice Standards 1066;
- ___ 7. Temporary **sediment trapping devices** for site perimeter and inlets to culverts and storm drains consistent with WDNR Conservation Practice Standards 1063;
- ___ 8. Temporary settling basin or other BMP to be used for **site dewatering** during utility or other subsurface work consistent with WDNR Conservation Practice Standards 1061;
- ___ 9. Temporary **soil stockpile sites** indicating setbacks (minimum 25 feet) from channelized flow, nearby water resources or environmental corridors and the proposed erosion protection methods;
- ___ 10. **Detailed drawings** and **cross sections** for any sediment traps, basins or other major cut or fill areas showing side slopes and elevations;
- ___ 11. Final **stabilization measures** for open channels and erosion protection for pipe and channel inlets, outlets and emergency spillways;
- ___ 12. Location of **proposed utilities**, including standard cross-section for buried utilities, associated easements, labeling the type of utility and notes on erosion control and restoration plans;
- ___ 13. Final **site stabilization** instructions for all other disturbed areas, showing areas to be stabilized in acres, depth of applied topsoil (minimum 4 inches), seed types, rates and methodology, fertilizer, sod or erosion matting specifications, maintenance requirements until plants are well established, and other BMPs used to stabilize the site;
- ___ 14. Detailed **construction notes** clearly explaining all necessary procedures to be followed to properly implement the plan including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements, and the installation, use and maintenance of BMPs in the plan;
- ___ 15. Location of soil borings and **soil profile evaluations** with surface elevations and unique references to supplemental soil evaluations report forms. Also show estimated seasonal water table depths, which may be shown on a separate map, with sufficient references to the proposed site plan;
- ___ 16. Other items specified by the Department of Planning & Development as necessary to ensure compliance with these guidelines.

Provide Supporting Information:

- ___ 1. A **narrative summary** of the erosion control plan, briefly explaining the overall plan and any unique information that led to the selection of BMPs and how the plan meets the guiding principles above.
- ___ 2. **Summary of design data** for any structural BMP such as sediment basins or sediment traps. A professional engineer, licensed in the State of Wisconsin, shall stamp and sign a statement approving all designs and certifying that they have read the requirements of these guidelines and that, to the best of their knowledge, the submitted plans comply with the requirements.
- ___ 3. Open channel design and stabilization data to support the selected BMPs for stabilization.
- ___ 4. **Soil profile evaluation reports** with unique references and elevations that match the map above.
- ___ 5. Estimated time soil stockpiles will exist to support the selected BMPs for erosion control.
- ___ 6. Documentation that proposed utility locations and installation scheduling has been coordinated with the affected utility companies.
- ___ 7. Documentation of any other calculations used to demonstrate compliance with the performance standards in this section.

- ___ 8. Identification of the **primary contacts** for:
- ___ a. Conducting erosion control **inspections** and how they will make the **inspection logs** available to the Department of Planning & Development.
 - ___ b. Completing site grading and temporary **erosion control practices**.
 - ___ c. Completing final **site restoration and stabilization**.

I, the landowner or their agent/representative, hereby certifies that to the best of my knowledge this checklist is complete and accurate:

PRINT NAME: _____ DATE: _____

SIGNATURE: _____

NOTE: The P&D may identify other items necessary to ensure compliance with these guidelines. A similar form may be sent to you by the plan reviewer to indicate missing items.

Summary of Erosion Control Plan Technical Requirements

1. Access Drives and Tracking. Provide access drive(s) for construction vehicles that minimize tracking of soil off site using BMPs such as stone tracking pads, tire washing or grates. Minimize runoff and sediment from adjacent areas from flowing down or eroding access drive.
2. Diversion of Upslope Runoff. Divert excess runoff from upslope land, rooftops or other surfaces, if practicable, using BMPs such as earthen diversion berms, silt fence and downspout extenders. Prevent erosion of the flow path and the outlet.
3. Inlet Protection. Protect inlets to storm drains, culverts and other storm water conveyance systems from siltation until the site is stabilized.
4. Soil Stockpiles. Locate soil stockpiles away from channelized flow and no closer than 25 feet from roads, ditches, lakes, streams, ponds, wetlands or environmental corridors, unless otherwise approved by the P&D. Control sediment from soil stockpiles. Any soil stockpile that remains for more than 30 days shall be stabilized.
5. Cut and Fill Slopes. Minimize the length and steepness of proposed cut and fill slopes and stabilize them as soon as practicable.
6. Channel Flow. Trap sediment in channelized flow before discharge from the site using BMPS such as sediment traps and sediment basins. Stabilize open channels in accordance with P&D standards as soon as practicable.
7. Outlet Protection. Protect outlets from erosion during site dewatering and storm water conveyance, including velocity dissipation at pipe outfalls or open channels entering or leaving a storm water management facility.
8. Overland Flow. Trap sediment in overland flow before discharge from the site using BMPs such as silt fence and vegetative filter strips.
9. Site Dewatering. Treat pumped water to remove sediment prior to discharge from the site, using BMPs such as sediment basins and portable sediment tanks.
10. Dust Control. Prevent excessive dust from leaving the construction site through construction phasing and timely stabilization or the use of BMPs such as site watering and mulch – especially with very dry or fine sandy soils.

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11. Topsoil Application. Save existing topsoil and reapply a minimum of 4 inches to all disturbed areas for final stabilization, unless otherwise approved by the P&D, such as for temporary seeding or storm water infiltration BMPs. If adequate topsoil does not exist on the site to meet this requirement, it shall be imported or a topsoil substitute such as compost may be used, upon approval by the P&D.
12. Waste Material. Recycle or properly dispose all waste and unused building materials in a timely manner. Control runoff from waste materials until they are removed or reused.
13. Sediment Cleanup. By the end of each workday, clean up all off-site sediment deposits or tracked soil that originated from the construction site. Flushing shall not be allowed unless runoff is treated before discharge from the site.
14. Final Site Stabilization. All previous cropland areas where land-disturbing activities will not be occurring under the proposed grading plans shall be stabilized within 30 days from the start of construction. Stabilize all other disturbed areas within 7 days of final grading and topsoil application. Large sites shall be treated in stages as final grading is completed in each stage. Any soil erosion that occurs after final grading or the application of stabilization measures must be repaired and the stabilization work redone.
15. Temporary Site Stabilization. Any disturbed site that remains inactive for greater than 7 days shall be stabilized with temporary stabilization measures such as soil treatment, temporary seeding or mulching. For purposes of this subsection, "inactive" means that no site grading, landscaping or utility work is occurring on the site and that precipitation events are not limiting these activities. Frozen soils do not exclude the site from this requirement.
16. Removal of Practices. Remove all temporary BMPs such as silt fences, ditch checks and sediment traps as soon as all disturbed areas have been stabilized.
17. Site Drainage. Site drainage plans shall comply with Kenosha County Stormwater Management Plan Requirements and Checklist.

ⁱ **Exemptions.** *Land disturbing activities that meet the following criteria shall be exempt:*

1. *Planting, cultivating or harvesting any plant grown for human or livestock consumption or pasturing or yarding of livestock including sod farms and tree nurseries.*
2. *Land disturbing activities directly related to the installation and maintenance of private on-site waste disposal systems, regulated under Chapter 15 of the County Code of Ordinances.*
3. *Land disturbing activities conducted for a project designed, funded or implemented under the supervision of the county land & water conservation division, the USDA Natural Resources Conservation Service, or the WI Department of Agricultural Trade and Consumer Protection, if conducted according to county conservation standards.*
4. *Land development and land disturbing activities exempted by state or federal law, including highway construction and other projects conducted by a state agency, as defined under s. 227.01 (1), Wisconsin Statutes, or under a memorandum of understanding entered into under s. 281.33 (2), Wisconsin Statutes. To recognize an exemption under this paragraph, the P&D may require documentation of the person(s) and regulatory agency charged with enforcing erosion control and storm water management for the project.*
5. *Land disturbing activities required for the construction of individual one and two family residential buildings under COM. 21.125 Wis. Admin. Code. Note: The Wisconsin Uniform Dwelling Code (COM 21) includes erosion control requirements that apply statewide.*
6. *Nonmetallic mining activities that are covered under a nonmetallic mining reclamation permit under NR 135 Wis. Admin. Code and regulated under Chapter 13 of the County Code of Ordinances.*
7. *Placement of underground pipe or other utility that is plowed or bored into the ground outside areas of channelized runoff.*
8. *Other Exemptions. P&D may exempt a site or a portion of a site from meeting certain technical requirements or provision under unique site conditions.*

IMPORTANT TELEPHONE NUMBERS

Kenosha County Center
Department of Planning & Development
19600 - 75th Street, Post Office Box 520
Bristol, Wisconsin 53104-0520
Division of County Development (including Sanitation & Land Conservation) -- 857-1895
Facsimile # ----- 857-1920
Public Works Division of Highways ----- 857-1870
Administration Building Division of Land Information ----- 653-2622
Brighton, Town of ----- 878-2218
Bristol, Town of ----- 857-2368
Paris, Town of ----- 859-3006
Randall, Town of ----- 877-2165
Salem, Town of ----- 843-2313
Salem Utility District ----- 862-2371
Somers Town of ----- 859-2822
Wheatland, Town of ----- 537-4340
Wisconsin Department of Natural Resources Sturtevant Office ----- 884-2300
Wisconsin Department of Transportation Waukesha Office ----- 548-8722