



## Harford Soil Conservation District

3525 Conowingo Road ♦ Suite 500 ♦ Street, Maryland 21154  
(410) 638-4828 ♦ [www.harfordscd.org](http://www.harfordscd.org)

### SOIL EROSION AND SEDIMENT CONTROL CHECKLIST

**DRAFT**

#### LEGEND FOR REVIEW CHECKLIST:

✓ Accepted      X Not Acceptable      Inc. Incomplete  
N/A Not Applicable      R Required      NC Not Checked

Project Title: \_\_\_\_\_ Review # \_\_\_\_\_

#### ( Review Submission Requirements)

1. \_\_\_\_\_ A letter of transmittal and/or application.
2. \_\_\_\_\_ One (1) Set of Erosion and Sediment Control Plans.
3. \_\_\_\_\_ One (1) set of drainage area maps within set of sediment control plan package.
4. \_\_\_\_\_ Initial "Final Plan" submission, review fee voucher and Fee check addressed to "**Harford Soil Conservation District**"(HSCD).
5. \_\_\_\_\_ Subsequent submissions, the originally marked print from the previous review by the "SCD Reviewer" and "Date" indicated.

#### CONTENT OF THE EROSION AND SEDIMENT CONTROL PLAN (CONCEPT THRU FINAL PLAN)

(All referenced pages, tables, etc. are taken from the **2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control** Manual.)

1. \_\_\_\_\_ Name, address, and telephone number of:  
\_\_\_\_\_ a. The owner of the property where the grading is proposed;  
\_\_\_\_\_ b. The developer.
2. \_\_\_\_\_ A vicinity map indicating north arrow, scale, site location, and other information necessary to easily locate the property;
3. \_\_\_\_\_ The location of natural resources, wetlands, 100 year floodplains, highly erodible soils, slopes 15 percent and steeper, and any other sensitive areas required on a concept plan;
4. \_\_\_\_\_ A general description of the predominant soil types on the site, as described by the appropriate soil survey information available through the Harford soil conservation district or the USDA Natural Resources Conservation Service soil webpage:  
<https://websoilsurvey.sc.egov.usda.gov/>;

5. \_\_\_\_\_ Proposed stormwater management (SWM) practices (i.e., projected location for concept plan and finalized on the overlay drawings).

EROSION AND SEDIMENT CONTROL PLAN (SITE DEVELOPMENT AND FINAL) INCLUDING THE FOLLOWING:

1. \_\_\_\_\_ The existing topography and improvements as well as proposed topography and improvements at a scale between 1" = 10' and 1" = 50' with 2 foot contours or other approved contour interval. For projects with more than minor grading, interim contours may also be required;
2. \_\_\_\_\_ Legend, scale, project and sheet title, and north arrow on each applicable plan sheet;
3. \_\_\_\_\_ The limit of disturbance (LOD) symbol encompassing:  
\_\_\_\_\_ a. Limit of grading, proposed improvements, utilities, etc. (when applicable), and  
\_\_\_\_\_ b. Initial, interim, and final phases (if applicable);
4. \_\_\_\_\_ The proposed grading and earth disturbance (i.e., site analysis) including:  
\_\_\_\_\_ a. Total site area, disturbed area, area to be paved / stabilized (i.e., sq. ft / Ac.),  
\_\_\_\_\_ b. Volume of cut, fill, and topsoil (i.e., cu. yd) , and  
\_\_\_\_\_ c. NPDES ID PT. N: \_\_\_\_\_ E: \_\_\_\_\_;
5. \_\_\_\_\_ Storm drainage features, including:  
\_\_\_\_\_ a. Existing and proposed bridges, storm drains, culverts, outfalls, etc.,  
\_\_\_\_\_ b. Velocities (v2 and v10) and flow rates (Q2 and Q10) at outfalls, and  
\_\_\_\_\_ c. Site conditions around points of all surface water discharge from the site;
6. \_\_\_\_\_ Drainage area map(s) at a 1" = 200' minimum scale showing existing, interim, and proposed topography, proposed improvements, standard symbols for proposed sediment control features, and pertinent drainage information (e.g., delineated boundary lines and acreage figures) including provisions to protect downstream areas from erosion for a minimum of 200 feet downstream or to the next conveyance system;
7. \_\_\_\_\_ Erosion and sediment control notes, grading schemes, practices to minimize on-site erosion and prevent off-site sedimentation including:  
\_\_\_\_\_ a. General Notes , utility note, etc.  
\_\_\_\_\_ b. Phased construction to minimize disturbances; salvage and reuse topsoil, etc.  
\_\_\_\_\_ c. Location and type of all proposed sediment control practices:  
\_\_\_\_\_ i. Stabilized construction entrance(s) (SCE) at all ingress and egress points.  
\_\_\_\_\_ ii. Filtering devices (e.g., silt fence (SF), super silt fence (SSF), and/or other practice type \_\_\_\_\_) :  
\_\_\_\_\_ 1. Meets purpose and design criteria (i.e., max. slope length, located on the contour, ends tied uphill, etc.).  
\_\_\_\_\_ 2. Drainage area maps (existing, interim, and proposed conditions).

- \_\_\_\_\_ iii. Water conveyance (e.g., earth dike, temporary swale, and/or other practice type \_\_\_\_\_) :
  - \_\_\_\_\_ 1. Meets purpose and design criteria (i.e., positive drainage, sizing and stabilization designations shown along channel symbol, located on natural ground (i.e., avoiding fill and other obstructions, outlet to a suitable discharge point, etc.).
  - \_\_\_\_\_ 2. Drainage area maps (existing, interim, and proposed conditions).
  
- \_\_\_\_\_ iii. Sediment Trapping (e.g., stone outlet structure, sediment traps, sediment basins, and/or other practice type \_\_\_\_\_) :
  - \_\_\_\_\_ 1. Meets purpose and design criteria (i.e., properly sized for wet and dry storage, baffles, suitable outlet, etc.)
    - \_\_\_\_\_ a. Storage vs. elevation table (i.e., cleanout, wet, and dry storage zones).
    - \_\_\_\_\_ b. Baffle(s) and dewatering device.
    - \_\_\_\_\_ c. Inflow protection.
  - \_\_\_\_\_ 2. Drainage area maps (existing, interim, and proposed conditions).
  - \_\_\_\_\_ 3. For sediment trapping practices, include completed (Detail G-1-1 Page 3 of 3, G-1-2 page 3 of 3, etc.). For sediment basins, adhere to Requirements indicated on page G.24 and attach the "Temporary Sediment Basin Design Data Sheet" (Table G.6), and submit all applicable computations to support the said data sheet.
  
- \_\_\_\_\_ d. Design details and specifications for all erosion and sediment control practices, and
- \_\_\_\_\_ e. Specifications for temporary and permanent stabilization measures including, at a minimum:
  - \_\_\_\_\_ i. The following "Standard Stabilization Note" on the plan;

<b>Standard Stabilization Note</b>
<p>Following initial soil disturbance or re-disturbance, permanent or temporary stabilization must be completed within:</p> <ul style="list-style-type: none"> <li>a.) Three (3) calendar days as to the surface of all perimeter dikes, swales, ditches, perimeter slopes, and all slopes steeper than 3 horizontal to 1 vertical (3:1); and</li> <li>b.) Seven (7) calendar days as to all other disturbed or graded areas on the project site not under active grading</li> </ul>

- \_\_\_\_\_ ii. B-4-1 Standards (Stds.) and Specification (Specs.) for Incremental Stabilization;
- \_\_\_\_\_ iii. B-4-2 Stds. and Specs. For Soil Preparation, Topsoiling, and Soil Amendments; B-4-3 Stds. And Specs. For Seeding and Mulching; B-4-4 Stds. and Specs. For Temporary Stabilization; and B-4-5 Stds. and Specs. For Permanent Seeding;
- \_\_\_\_\_ iv. As an option for checklist item 7.e.iii., provide a completed Temporary Seeding Summary (page B.18) and a Permanent Seeding Summary (page B.23).

8. \_\_\_\_\_ A sequence of construction describing the relationship between the implementation and maintenance of controls, including permanent and temporary stabilization, and the various stages or phases of earth disturbance and construction. The sequence of construction, at a minimum, must include the following:

- \_\_\_\_\_ a. Notify the appropriate enforcement authority (include phone number) to set up the pre-construction meeting in order to obtain grading permit and proceed with perimeter sediment control installation;
- \_\_\_\_\_ b. Clearing and grubbing as necessary for the installation of perimeter sediment controls;
- \_\_\_\_\_ c. Construct and stabilize perimeter sediment controls;
- \_\_\_\_\_ d. Upon completion of the installation of perimeter erosion and sediment control practices, notify and obtain approval from appropriate enforcement authority to proceed with site grading, etc..
- \_\_\_\_\_ e. Clear and grub remainder of site within installed perimeter sediment controls;
- \_\_\_\_\_ f. Perform initial and/or mass site grading and/or road grading;
- \_\_\_\_\_ g. Utility installation and connections to existing structures. For storm drain inlets, when applicable, emphasis either to apply inlet protection or to leave open to convey sediment laden runoff to an established sediment trapping device;
- \_\_\_\_\_ h. Construction of buildings, roads, and other construction (e.g., retaining walls);
- \_\_\_\_\_ i. Final grading, landscaping, and stabilization;
- \_\_\_\_\_ j. Installation of SWM measures per the approved SWM plans ;
- \_\_\_\_\_ k. Once adequate stabilization is established, obtain approval of the appropriate enforcement authority prior to removal of sediment controls; and
- \_\_\_\_\_ l. Removal of controls and stabilization those areas that are disturbed by removal of sediment controls.
- \_\_\_\_\_ m. Additional precautions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note: Any changes or revisions to the sequence of construction must be reviewed and approved by Harford Soil Conservation District prior to proceeding with construction in the field.**

9. \_\_\_\_\_ Certification by the owner or developer that any clearing, grading, construction, or development will be done pursuant to the approved erosion and sediment control plan, including inspecting and maintaining controls, and that the responsible personnel involved in the construction project will have a Certificate of Training at a Maryland Department of the Environment (MDE) approved training program for the control of erosion and sediment prior to beginning the project. Additionally, the owner or developer shall certify right of entry for periodic on-site evaluation by HSCD and the appropriate enforcement authority and/or MDE;

10. \_\_\_\_\_ Certification by a professional engineer, land surveyor, landscape architect, or architect registered in the State of Maryland that the plans have been designed in accordance with the current State of Maryland erosion and sediment control laws, regulations, and standards. Said plans have been reviewed by the owner and/or developer.

