

Erosion and Sediment Control Plan Checklist

Project:			
Designer: _			

This checklist is provided to assist applications in the preparation of erosion control plans for review submittal to the Soil Erosion Control Section.

Please complete this checklist and include it with the initial submittal packet including:

- the Grading Permit Application,
- a signed and notarized Financial Responsibility/Ownership Form,
- a copy of the deed (or landowner consent document as is applicable), and
- the Erosion and Sediment Control plans.

Utilize the legend below to indicate for each checklist item as is appropriate.

V	Provided	
N/A	Not applicable or not required	
TBD	To be determined and/or provided prior to grading permit issuance	
UNK	Unknown at this time, must be verified prior to approval	

NPDES Construction Stormwater General Permit NCG01000		
	Designation of the 7- and 14-day ground stabilization requirement per Section II.E of the	
	permit.	
I	Basins with drainage area of 1 acre or more shown to dewater from the surface per Section	
	II.G.4 of the permit.	

Location Information	
Name of project	
Owner's name, address and phone number	
Vicinity map (1" = 2000' scale)	
Latitude and longitude of site, preferably at the construction entrance and in decimal	
degrees	
River basin identified	
Jordan or Randleman Lake Buffer Requirements shown	
Watershed identified with any additional requirements shown	
Tax map numbers	
Zoning of property	
Adjoining property owners	
Copy of most current deed	
Total acres in tract	
Disturbed acreage (to the nearest 1/10th of an acre)	
Soil types and soil overlay sheet	
Existing and planned drainage patterns and areas	

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General Information		
Designer's seal (engineer, surveyor, architect)		
Designer's name, address, and phone number		
Project Narrative		
Detailed site and stage specific Construction Sequence, including, but not limited to,		
 installation of initial measures prior to land-disturbing activities, 		
basin maintenance, including drawdown practices,		
temporary and permanent stabilization,		
removal of temporary measures after permanent stabilization is achieved, and, when		
applicable,		
 stream crossing installation, maintenance and removal, 		
o conversion of any permanent stormwater SCMs.		
Guilford County General Plan Notes		
NCG01 Supplemental Plan Sheets		
Ground Stabilization and Materials Handling		
Inspection, Recordkeeping and Reporting		
Include information on Phase-dependent Self-Inspection Requirements		
Clearing and Grubbing Plan		
Off-site property encroachment requiring construction easement		

Site Features	
North arrow	
Graphic Scale	
Property lines clearly defined	
Existing and proposed contours shown and labeled	
Limits of disturbance visibly marked	
Existing buildings, roads, utilities, etc. shown and labeled	
Proposed buildings, roads, utilities (including associated off-site utilities and	
improvements), etc. shown and labeled	
Lots and/or buildings numbered	
Rock outcrops, seeps or springs shown and labeled	
Wetland area limits defined utilizing shading, hatching, etc.	
100 – year floodplain limits and elevations shown and labeled	
Easements (drainage, water quality conservation, utility, access, etc.) shown and labeled	
Streams, lakes, ponds, drainage features and channels, etc. shown and labeled, with all applicable associated buffers	
Name and classification of receiving water course (where applicable to stormwater discharges)	
Borrow/waste area locations shown and labeled	
Note: Both onsite and offsite areas must be disclosed to the erosion control section.	
Soil stockpile locations	



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Sediment and Erosion Control Measures	
Legend reflecting proposed measures	
Include a symbol for each BMP reflected on the plan.	
Provide consistent naming of BMPs throughout plan, legend, notes, sequences,	
specifications and standard details.	
Temporary sediment control measures: locations, construction drawings and design	
 Include applicable dimensions, especially for basins, traps, dissipator pads/outlet 	
protection, and construction entrances.	
 Include a note in the construction sequence or elsewhere on plan that Guilford 	
County Soil Erosion staff must grant approval before the removal of temporary	
measures.	
Permanent erosion control measures: locations, construction drawings and design	
 Include dimensions and specifications, especially for dissipator pads/outlet 	
protection	
Provide specifications for ditch liners and armoring	
Stormwater Network: inlets, culverts, swales, ditches, channels, drainage easements, etc.	
Construction and maintenance details for all erosion and sediment control devices	
 Standard details and specifications must be provided for all proposed ESC device 	es.
 Include silt bag specifications, when anticipated as part of basin drawdown process. 	ess
for maintenance and/or conversion.	
 Utilize Guilford County and North Carolina compliant standard details and 	
specifications.	
 Guilford County Soil Erosion Control Section 	
 NCDEMLR E&SC Downloads 	
o NCDEMLR Erosion and Sediment Control Planning and Design Manual	
Construction entrance(s)	
Permanent and Temporary Seeding Schedules (including fertilizer, lime, mulch, seedbed	l
preparation, etc.)	
Size, Type, and Invert Elevations of Culverts and Storm Sewers	
Design Calculations	
 Pre-construction runoff calculations for each outlet at peak discharge points 	
Peak discharges of runoff	
 Culverts, channels and storm sewers 	
 Discharge and velocity calculations for open channels and ditch flows 	
 Energy dissipators (avoid discharge points on fill slopes) 	
Sediment basins and traps, etc.	
Permanent and Temporary Liners for Channels and Ditches	
Cut and Fill Slopes 2:1 (Slopes steeper than 2:1 must be mechanically stabilized)	
Temporary Stream Crossings including associated BMPs, specifications and standard de	tails.
Street Profiles where applicable	



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Other Requirements		
Permit Application		
Financial Responsibility Form (Signed and Notarized)		
Grading Fee		
Surety		
Watershed Section approval of the following plan submissions are required prior to the		
issuance of a Grading Permit by the Erosion Control Section:		
Watershed Development Plan (low- and high-density projects)		
Submit with Site Plan for commercial projects		
Submit with Prelim Plat or Site CD for subdivisions		
Buffer Authorization (when required)		
Floodplain Development Permit (when required)		
Contact Brent Gatlin, Watershed/Stormwater Engineer at kgatlin@guilfordcountync.gov for		
questions.		
Guilford County Watershed Section Forms		
Fill in Drainage Easement (Channel Evaluation/ Design)		
NPDES Stormwater Permit Coverage documentation		
Floodplain Development Permit (No work in Floodplain)		
Permit and Flood Study Required (work in floodway)		
US Army Corps of Engineers Approval for 404 Permit (waters of the U.S.)		
NC DWQ 401 Permit Approval		

Designer Information		
Company		
Name		
Email		
Phone Number		
Date		
Signature		