The provided example is a completed worksheet for a small addition to a single-family residence (SFR). It reflects an appropriate level of detail when completing this document. **THE BEST MANAGEMENT PRACTICES (BMPs) SELECTED AND THE DESCRIPTIONS THEROF ARE NOT APPLICABLE TO ALL PROJECTS.** The BMPs you select and describe must be project specific.

The BMPs **NOT** selected must include justification of why they are unnecessary based on site conditions. Answers of “N/A”, “Not Applicable”, or left blank are not acceptable and will be considered incomplete. Incomplete worksheets will not be accepted and returned for correction. If you have questions on a specific BMP, the CASQA fact sheet number to the left is linked to an information page.

CITY OF CHICO

Erosion and Sediment Control plan (ESCP)
Worksheet for Small Construction Projects

Project Name:	<Project Name>
Project Address:	<Project Address>
Building Permit Number:	<Permit Number>
Person Completing Form:	<Name of Individual>
☐ Contractor ☐ Owner ☑ Other	<Designer>

What is this document for?

The City's Phase II MS4 NPDES General Permit issued by the State Water Board to the City, requires the City to develop and maintain a program to assure that sediment and other pollutants from construction activities do not flow into the City's storm water drainage system and, subsequently, impact local receiving waters. The City's Permit requires the City to require the owner of any construction project having soil disturbance to submit an Erosion and Sediment Control Plan (ESCP). The ESCP must identify potential sources of erosion and sedimentation associated with the project and identify the control measures (best management practices or BMPs) used to prevent erosion and control sedimentation within the project. This document is a worksheet to assist owners of small projects to determine appropriate control measures for their project.

Who is required to complete this document?

All construction projects that have soil disturbance and pass through plan check or the City's permitting process must develop an ESCP. Projects having more than 1 acre of soil disturbance or those projects that are part of a larger common plan may be required to comply with the State Water Board's Construction General Permit (CGP), which requires the development of a Storm Water Pollution Prevention Plan (SWPPP). For these larger projects, the CGP-required SWPPP may be submitted in lieu of the ESCP. For all other projects (small projects) having less than 1 acre of soil disturbance or those that qualify for a waiver or exemption from the CGP, they must submit an ESCP using this worksheet.

What is required in this document?

This worksheet requires basic project and contact information, as well as basic site information including location, status, approximate start and end dates and the area of soil disturbance.

The Best Management Practices (BMPs) that will be used during construction are also required to be identified.

A basic site map showing the project boundaries, adjacent streets, storm drain inlets, placement of BMPs, and where construction work will be occurring is required to be included. The building plan set must also include the location and identification of the BMPs.

BMPs, as defined on the EPA's website, is "*a term used to describe a type of water pollution control. Storm water BMPs are techniques, measures or structural controls used to manage the quantity and improve the quality of storm water runoff. The goal is to reduce or eliminate the contaminants collected by storm water as it moves into streams and rivers.*"

For more details on BMPs please visit the California Storm Water Quality Association's website at:
www.casqa.org/resources/bmp-handbooks

or Caltrans's website at:
www.dot.ca.gov/hq/construc/stormwater/manuals.htm

1. Project Information

Project Name:	<Project Name>
Project Address:	<Project Address>
Project Size: (Indicate ft^2 or acres)	1700 sqft
Anticipated Construction Start Date:	MM/DD/YYYY
Anticipated Construction End Date:	MM/DD/YYYY
Approximate Soil Disturbance: (Indicate ft^2 or acres)	2300 sqft
Number of Storm Drain Inlets within 50 ft. of the Soil Disturbance:	0

2. Owner Information

Name:	<Owner Name>
Address:	<Owner Address>
Phone Number:	~~###-###-####~~
Email:	<Owner Email Address>

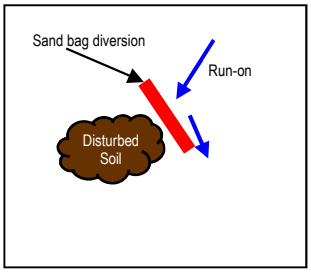
3. Contractor information

Name:	<Contractor Name>
Company Name:	<Company Name>
Address:	<Company Address>
Phone Number:	Company Phone>
Email Address:	<Company Email Address>

4. Best Management Practices

4.1 Run-On Control BMPs

When surface flow of storm water runoff is allowed to pass through disturbed soils at an active construction project it can mobilize sediment and carry it into the municipality's storm drainage system and into the local receiving waters. This results in deposition of sediment in the municipal drainage system which causes more frequent maintenance and can cause flooding. The sediment is also harmful to the local waterways.



Does Storm water have the potential to run-on to the construction site?	☐ Yes ☑ No
If yes, will storm water surface flow be diverted around any disturbed soil areas? Show how it will be diverted on the site map.	☐ Yes ☐ No

4.2 Erosion Control BMPs

The definition of erosion is the detachment of soil particles. These particles can become detached by rain, wind, or construction activity. Although construction, by nature, disturbs soil. It is vital to place a temporary or permanent covering over disturbed soil as soon as possible. Projects are not allowed to leave areas of exposed soil that do not have a cover. On the table below and on the site map show how you will prevent erosion at your project.

CASQA Fact Sheet	BMP Name	BMP Selected? (Yes/No)	Describe the BMP to be implemented. If not used, state the reason why.
EC-1	Scheduling (work will be conducted during the dry season)	☑ Yes ☐ No	NO WORK WHEN RAIN IS FORECAST
EC-2	Preservation of Existing Vegetation (existing vegetated areas will not be disturbed)	☑ Yes ☐ No	EXISTING LANDSCAPING REMAINS EXCEPT AREA OF NEW ADDITION
EC-4	Area to be vegetated with landscaping, turf, or hydroseeding	☐ Yes ☑ No	EXISTING LANDSCAPING REMAINS MINIMAL SOIL DISTURBANCE
EC-7	Temporary Erosion Control using an erosion control blanket or geotextile	☐ Yes ☑ No	EXISTING LANDSCAPING REMAINS LEVEL LOT & NO NEW HYDROSEEDING
EC-6 & EC-8	Area covered with temporary or permanent mulch (straw, wood, compost, hydromulch, or equivalent)	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR MINIMAL SOIL DISTURBANCE
EC-16	Non-Vegetated Stabilization (Covered with aggregate, paving, permanent structures / surfaces)	☐ Yes ☑ No	SMALL ADDITION TO SFR EXISTING LANDSCAPING REMAINS
WE-1	Wind Erosion Control (Kept moist to prevent wind erosion)	☐ Yes ☑ No	SMALL ADDITION, NO WIND EXPOSURE & MINIMAL SOIL DISTURBE

4.3 Temporary Sediment Control BMPs

Sediment control is accomplished by two ways. First, giving sediment every opportunity to settle out of storm water runoff while still on the project. Second, remove sediment from surfaces that has been carried or tracked off site before it enters the municipal drains. Each project must have effective perimeter sediment control. Drain inlets within 50 feet of the project must be protected. Any visible track out or sedimentation onto municipal property must be removed as soon as possible. On the table below and on the site map show how you will control sediment at your project.

CASQA Fact Sheet	BMP Name	BMP Selected? (Yes/No)	Describe the BMP to be implemented. If not used, state the reason why.
SE-1	Temporary Silt Fence	☐ Yes ☑ No	SE-5 USED AS ALTERNATIVE
SE-2 or SE-3	Sediment Basin or Trap (all or some of the storm water drains to a retention pond or basin where sediment can settle out)	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR
SE-5	Temporary Fiber Rolls / Straw Wattles	☑ Yes ☐ No	STRAW WADDLESAROUND PERMITER OF WORK
SE-6 or SE-8	Temporary Gravel Bag Berm or Sand Bag Barrier	☐ Yes ☑ No	SE-5 USED AS ALTERNATIVE
SE-7	Street Sweeping (inspect roads and sidewalks daily and sweep as necessary	☑ Yes ☐ No	STREET SWEPT DAILY AS NEEDED
CC-4	Curb Cutback (Maintain a minimum of 4 inches of elevation difference between disturbed soil and the top of existing curb, sidewalk, or paved surface)	☑ Yes ☐ No	IMPLEMENTED PER BMP DESCRIPTION
SE-10	Temporary Drain inlet protection (mandatory for any DI's within 50 feet of the project)	☐ Yes ☑ No	NO DI'S WITHIN 50'
SE-13	Compost Socks / Biofilter Bags	☐ Yes ☑ No	SE-5 USED AS ALTERNATIVE
TC-1	Stabilized Construction Exit – Constructed with aggregate at the project owner's specification, but it must be effective in controlling trackout.	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR ESISTING CONCRETE DRIVEWAY
TC-2	Stabilized Construction Roadways	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR
WM-03	Stockpile Management (Stockpiles that have not been actively used in the last 14 days must be covered with an erosion control blanket or plastic sheeting and contained with a fiber roll or gravel bag berm)	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR, NO STOCKPILES TO BE KEPT ON SITE

4.4 Non-Storm Water Pollution Control BMPs

Sediment control is accomplished by two ways. First, giving sediment every opportunity to settle out of storm water runoff while still on the project. Second, remove sediment from surfaces that has been carried or tracked off site before it enters the municipal drains. Each project must have effective perimeter sediment control. Drain inlets within 50 feet of the project must be protected. Any visible track out or sedimentation onto municipal property must be removed as soon as possible. On the table below and on the site map show how you will control sediment at your project.

CASQA Fact Sheet	BMP Name	Activity Planned? (Yes/No)	Describe the BMP to be implemented. If not used, state the reason why.
NS-3	Paving, Sealing, Saw-cutting, Coring, and Grinding Operations	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR
NS-7	Portable Water / Irrigation Testing and Discharge to the Municipal Drainage System	☐ Yes ☑ No	IRRIGATION WILL BE DISCONTINUED IN AREA OF WORK FOR DURATION
NS-8	Vehicle and Equipment Cleaning Performed on Site	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR
NS-9 & WM-04	Vehicle and Equipment Fueling Performed on Site	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR
NS-10	Vehicle and Equipment Maintenance Performed on Site	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR
NS-12/13 & WM-08	Concrete, Stucco, Plaster, Tile, Or Masonry Work	☑ Yes ☐ No	SEE CONCRETE WASHOUT ON SITE PLAN AND DETAIL
WM-09	Temporary Sanitary Waste Facilities (port-a-potties)	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR
WM-01	Storage of Hazardous materials on the Project Site (Paints, Solvents, Acids, Fuel, lubricants, etc.)	☐ Yes ☑ No	SMALL ADDITION TO EXISTING SFR NO ON-SITE STORAGE/STOCKPILING

Additional Information or Comments:

THERE WILL BE NO EQUIPMENT USED, FUELED, MAINTAINED, OR CLEANED ON THIS SITE.

EXAMPLE DIAGRAM

Please be sure to show the basic site layout, the project location, the placement and type of each BMP to be used, and any reference information such as direction, street name, etc.