



Depending on construction project conditions, a construction site may be subject to various requirements such as the Statewide General Construction Permit or the Construction Site Runoff Control Ordinance (Part I). A Construction Site Runoff Control Permit is required for all public and private construction projects disturbing 5,000 square feet or more of the ground surface. Completion of this form and an enclosed Erosion and Sediment Control Plan (ESCP) is required for permit application. Projects disturbing an acre or more of land within a separate sewer system may submit a Stormwater Pollution Prevention Plan (SWPPP) in lieu of an ESCP.

**PROJECT INFORMATION**

Project Name:		Assessor Parcel Number (APN):	
Project Address:			
Property Owner	Name:	Phone:	
	Address:	Email:	
Applicant (if different from owner)	Name:	Phone:	
	Address:	Email:	
Primary Contractor	Name:	Phone:	
	Address:	Email:	
Subcontractor	Name:	Phone:	
	Address:	Email:	

**PART I. PROJECT DESCRIPTION**

Collection system type:                       Separate Sewer System                       Combined Sewer System

Total project site area:	Total area of disturbed ground surface:
Anticipated project start date:	Anticipated project end date:

Indicate with a check mark any of the following site conditions applicable to the project.

<input type="checkbox"/> Shallow depth to groundwater table (<4')	<input type="checkbox"/> Slopes > 30%	<input type="checkbox"/> Maher Ordinance areas
<input type="checkbox"/> Existing special formations (receiving water, wetland, cliffs, rock outcroppings, etc.)	<input type="checkbox"/> Slopes < 30% but > 15%	<input type="checkbox"/> Site contamination (potential legacy pollutants in soil or groundwater)
	<input type="checkbox"/> Slopes < 15%	

Will the project disturb one acre of soil or more?     Yes     No

If yes, your project is subject to the Statewide Construction General Permit and Construction Site Runoff Control Ordinance requirements. You may submit a copy of the SWPPP instead of the Erosion and Sediment Control Plan. Also, continue to Part III.

Will the project meet any of these criteria during construction?

<input type="checkbox"/> Soil disturbance > 5,000 square feet?	<input type="checkbox"/> Grading, building demolition, clearing, filling, stockpiling, excavating or earth moving?
<input type="checkbox"/> Would the project use any construction materials that could negatively affect water quality if discharged from the site, such as paints, solvents, concrete, sawdust, or mortars?	<input type="checkbox"/> Would stormwater or urban runoff have the potential to contact any portion of the construction area, including washing and staging areas?

If you checked any of the above, your project is subject to the Construction Site Runoff Control Ordinance requirements. You must prepare an ESCP and continue to Part II.

## PART II. ESCP CHECKLIST

Please check each applicable box before submitting the ESCP to confirm that all required elements are included.

### I. Site Conditions

- Vicinity map showing the location of the site in relationship the surrounding area's water courses, water bodies, and other significant geographic features. Include parcel boundaries.
- Map of critical areas (steep slopes, highly erodible soils, etc.)

### II. Project Description and Construction Activities

- Brief narrative of proposed project
- Nature and purpose of construction activities
- Construction schedule (identify major phases, if any)
- Highlight any serious considerations related to site planning and management (materials to be stored, waste to be handled)
- Map of areas to be disturbed
- List of applicable permits directly associated with grading, including CGP, State 401 Water Quality Certification, Army Corps 404 permit, and Fish and Game 1600 Agreement

### III. Erosion and Sediment Control BMPs and Implementation Schedule

- Proposed BMPs to be employed and rationale for their use, including soil loss calculations for projects greater than an acre in a separate sewer area
- Phasing of or implementation schedule of BMPs

### IV. Site Plan

The site plan should be neat and legible. Several sheets may be used to illustrate the phasing of BMP implementation as construction progresses over time. When two or more sheets are used to illustrate the plan view, an index sheet is required. The site plan should include all of the following:

- Legend, north arrow, and scale of the drawing
- An outline of the entire property
- A "limit of disturbance" line to show the limit of soil disturbance and areas where existing vegetation is preserved
- All streams and drainage ways delineated
- All storm drain inlets and outlets
- State and federal wetlands, if any
- Drainage areas and direction of flow
- Anticipated discharge locations for construction wastewater (i.e., stormwater, groundwater, and construction wastewater such as dewatering byproducts)
- Locations and types of erosion and sediment controls, as well as dewatering and soil stabilization controls, where applicable
- Location of material storage areas (e.g., trash, soil, fuel, construction materials)
- Location of vehicle/equipment wash and maintenance areas
- Location of entrance/exits to the project area
- Locations where materials are directly exposed to stormwater
- Locations of contaminated soils or groundwater
- Location of building and activity areas (e.g., fueling islands, garages, waste container area, wash racks, hazardous material storage areas)
- Standard notes (see notes in Appendix 6.1 of the SFPUC (2013) *Construction BMP Handbook*)

### V. Maintenance and Inspection

- Summarize maintenance and inspection requirements for erosion and sediment control measures
- Identify a maintenance schedule or routine to be implemented
- Provide forms or records that would be used to record maintenance and self-inspections

### VI. Final Statements

- Include a note that specifies that the Bureau of Environmental Regulation and Management must be notified 48 hours prior to commencement of construction.
- Include the following statement: "Review and/or approval of the ESCP should not relieve the contractor from his or her responsibilities for compliance with the requirements of the Construction Site Runoff Control Ordinance, nor should an approved ESCP relieve the contractor from errors or omissions in the approved plan."
- Include a signed Owner's Certification that states: "I, the undersigned, certify that all land clearing, construction and development should be done pursuant to the approved plan." This must be signed in ink on each plan submitted or on an original reproducible.
- Include the following note: "If the approved plan needs to be modified additional sediment and stormwater control measures may be required as deemed necessary by the SFPUC."

## PART III. CERTIFICATION

Representative's signature:

Date: