

Erosion Prevention and Sediment Control

Residential Plan Submittal Requirements

Overview

To expedite your permit process, follow this guide to preparing an Erosion Prevention and Sediment Control (EPSC) site plan showing how soil erosion will be minimized and sediment contained on-site during residential construction activities.

What do I need to submit?

An erosion control permit is required for any project in which 500 square feet or more of land surface is disrupted. To obtain this permit, submit a completed Building Division Erosion Control Permit Application along with a PDF of your EPSC site plan. Follow the checklist below to create the EPSC site plan.

EPSC site plan checklist

Start with a copy of your site plan, showing the following:

Property lines, easements, and north arrow

Existing and proposed contour lines at 2-foot intervals

Footprint of all structures (including decks, porches, retaining walls, etc.)

Location of driveway and sidewalks

Add the following EPSC information:

Gravel construction entrance/exit (20-foot length x 20-foot width minimum, 8-inches of gravel).

Location for any temporary stockpiling of soil during construction.

Outline all areas of land disturbance on the site, including areas that will be cleared, graded, or excavated during any phase of construction.

Place erosion control measures on the downhill side of all disturbed areas on the construction site. Appropriate measures include:

- □ Sediment fence
- □ Rice straw/coconut fiber (coir)/excelsior wattle
- □ Excavated sidewalk (4-foot width x 4-inch depth minimum for slopes < 10%, 2-inches of gravel)
- \Box Mulch or gravel berm
- □ Undisturbed buffer zone (10-foot minimum width for slopes < 10%, fence off with orange construction fencing)

Provide curb gutter filtration and inlet protection for all downhill storm sewer inlets. Appropriate measures include:

- Bio-bags (for curb inlets, catch basins, and area drains in low-traffic areas)
- □ Curb inlet sediment filters *(for curb inlets in high-traffic areas)*
- □ Filter inserts (for catch basins and area drains in high-traffic areas)

Provide a concrete wash-out facility for all concrete truck, mortar, and concrete tool wash out:

- □ Wash-out facilities are a below-grade excavated basin or above-grade basin constructed of straw bales or lumber, lined with plastic sheeting, where waste can solidify, and excess water evaporate.
- □ Wash-out facilities must be clearly marked and located away from the street, storm sewer inlets, and water quality facilities.

EPSC site plan example



Commonly used residential erosion control measures



Standard permit conditions:

- Prior to any ground disturbing activity on the site, an initial inspection by City staff may be required. Erosion Prevention and Sediment Control (EPSC) measures should be in place prior to the inspector arriving. To schedule your inspection, use the online inspection request system (BuildingPermits.oregon.gov) or Call *1-888-299-2821*. To utilize the phone system, you must have your IVR and inspection numbers available. These can be found on the permit document. (*IVR numbers- Preliminary Erosion 6010, Mid -Point Erosion 6030, Final erosion 6050*)
- 2. EPSC measures must be constructed in conjunction with, and prior to, all clearing and grading activities and in a manner as to ensure that sediment and sediment-laden water does not enter the drainage system, roadways, or violate applicable water quality standards.
- 3. EPSC measures shown on the plans are <u>minimum requirements</u> for anticipated site conditions. During the construction period, the EPSC measures shall be upgraded as needed for unexpected storm events and to ensure that sediment and sediment-laden water does not leave the site.
- 4. EPSC measures shall be inspected daily by the permit holder and be maintained as necessary to ensure their function.
- 5. Stabilized gravel construction entrances shall be installed at the beginning of construction and maintained for the duration of the project. Additional measures may be required to ensure that all paved areas are kept clean for the duration of the project.
- 6. EPSC measures shall be kept in place until permanent ground cover is established.
- 7. All exposed soil must be permanently stabilized against wind and water erosion before the EPSC permit can be closed. Once the site is stabilized, schedule a final inspection by calling the number listed above or by using the ePermitting website. Permanent soil stabilization includes landscaping, seeding, or covering exposed soil with a minimum 2-inch layer of bark, straw, compost, or wood chips.

Note: Front yard landscaping and street trees must be completed prior to the building final inspection.

Wet weather permit conditions:

- 1. Wet weather erosion prevention measures will be in effect from October 1 through April 30.
- 2. Soil exposed for more than 2 days shall be seeded, or covered with plastic sheeting, matting, or a 2-inch layer of mulch, bark, wood chips, compost, or straw to minimize erosion potential.
- 3. Exposed soils shall be seeded no later than September 1 to allow time for proper germination and growth before the wet weather season.
- 4. Dry season erosion control measures will vary by site, regardless the final inspection requirements will apply.

Where can I get assistance?

We are here to help you. Staff is typically available from 8:00 am to 4:00 pm weekdays to answer your questions by phone (503) 783-3800 and at the Building Division front counter in City Hall 16000 SE Misty Drive. We encourage you to call and make arrangements for a free on-site consultation.

www.happyvalleyor.gov