



File No.: _____

EROSION PREVENTION PERMIT APPLICATION **CONSTRUCTION SITE MANAGEMENT PLAN (CSMP)**

Public Works and Development

400 E. Main Street, Cottage Grove, Oregon
(541) 942-3340 www.cottagegroveor.gov

Applicant:

Mailing Address: _____

Phone Number: _____

Email: _____

24 Hour Emergency Contact (Responsible Party)

Name: _____

Phone Number: _____

Type of Work: ☐ **Residential** ☐ **Commercial**

Project Description _____

☐ New Construction ☐ Right-of-Way☐ Addition/Alteration/Replacement☐ Demolition ☐ Excavation/Grade/Fill☐ Other _____**Site Grading**

Structure footprint excavation _____ sq.ft

Other excavation _____ sq.ft

On-Site fill _____ sq.ft

Vegetation clearing _____ sq.ft

Total Potential Disturbance Area: _____ sq.ft

Note: Construction activity that disturbs more than one acre of land (43,560 sq.ft.) must obtain a 1200C permit from the State of Oregon Department of Environmental Quality (DEQ).

Owner:

Mailing Address: _____

Phone Number: _____

Email: _____

Site Information

Project Name: _____

Site Address: _____

Subdivision Name: _____ Lot/Block _____

Map/Tax Lot: _____

Floodplain: Yes / No Wetland: Yes / No

River / Stream: Yes / No Name: _____

Zone: _____ Lot Size: _____

Percentage of Impervious Surface: _____ %

Erosion Control Construction Schedule**Start of Excavation / Ground Clearing:**

Erosion Control measures must be in place.

Date: _____

Construction Completed, soil not stabilized:

Erosion control measures must remain in place.

Date: _____

Ground Cover Established:

Erosion control measures may be removed

Only after permanent site ground covers in place.

Date: _____

I agree to comply with Chapter 14.35 of the City of Cottage Grove Municipal Code and will construct and maintain erosion prevention and sediment control measures in accordance with best management practices (BMP's) and all conditions of approval in order to contain sediment and pollutants on the construction site.

Owner/Applicant Signature_____
Date

Standard Erosion Prevention Permit Conditions

1. Prior to any ground disturbing activity on the site, an initial inspection by City staff is required. Erosion Prevention and Sediment Control (EPSC) measures should be in place prior to the inspector arriving. Call (541) 942-3340 to schedule your inspection.
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 minimum requirements 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 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 (541) 942-3340. Permanent soil stabilization includes landscaping, seeding, or covering exposed soil with a minimum 2-inch layer of bark or wood chips. For residential construction, where areas of the lot have a final grade less than 10% slope, a 5-foot wide strip of perimeter stabilization may be substituted in lieu of complete site stabilization.

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, sawdust, 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.

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 (541) 942-3340 and at the Department of Public Works & Development office in City Hall, 400 E. Main Street. We encourage you to call and make arrangements for a free on-site consultation.

For more information

*City of Cottage Grove
Public Works & Development
400 E. Main Street Cottage
Grove, OR 97424
(541) 942-3340
www.cottagegroveor.gov*

EROSION PREVENTION & SEDIMENT CONTROL

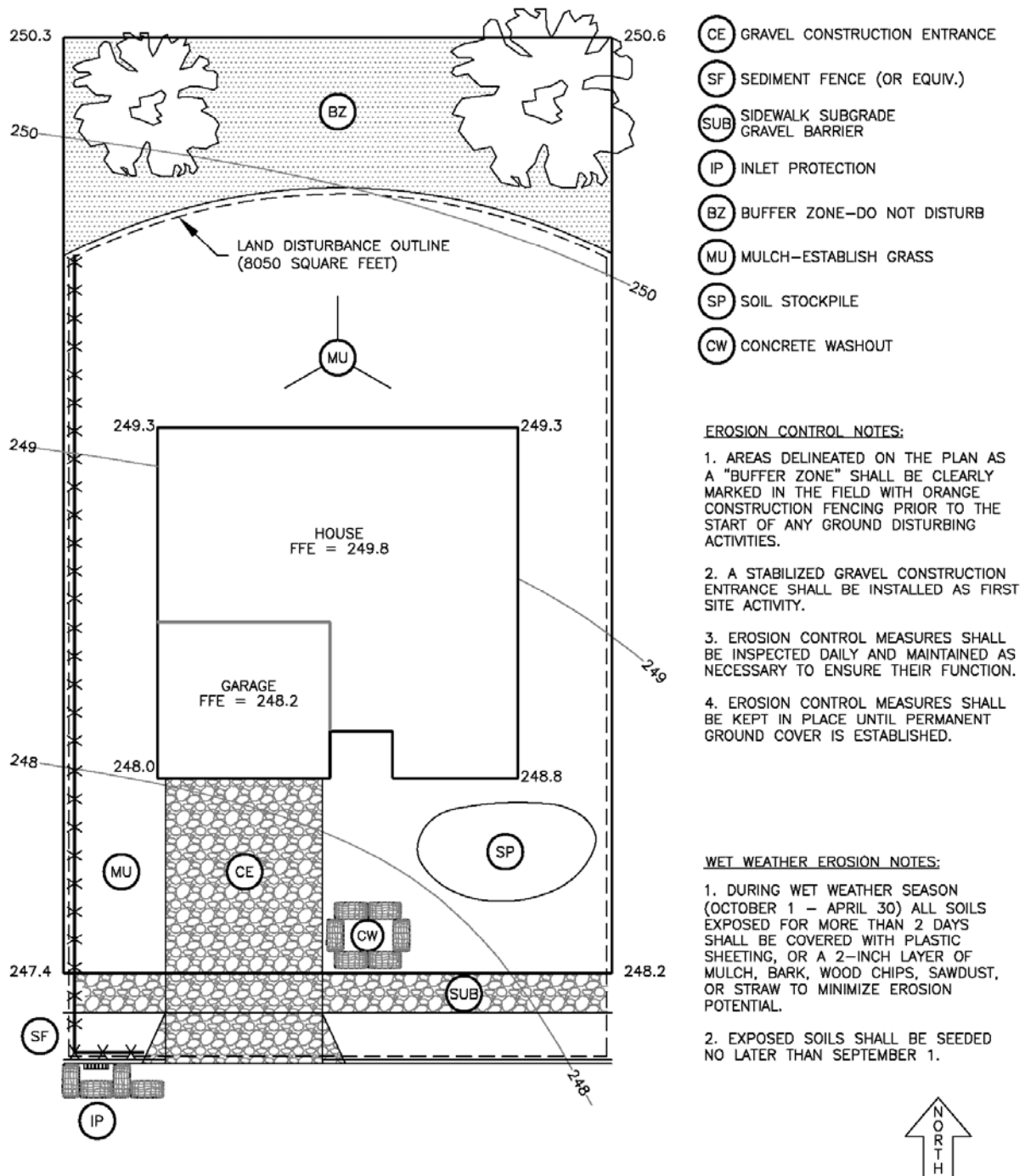
SITE PLAN REQUIREMENTS CHECKLIST

1	Site Address, property boundary, north arrow, scale. Printed page size 11"x 17".	☐
2.	Construction site boundary (limits of soil disturbance) and any surface waters on the site (wetlands, streams, etc.)	☐
3.	Existing and proposed contours.	☐
4.	Existing and proposed structures	☐
5.	Construction access point(s) stabilized. (For example, install a construction entrance using open grade rock. Do not cut out existing curb and gutter. Do not use dirt/gravel curb jumps, use a wood ramp if needed to get over curb.)	☐
6.	Perimeter sediment controls. (sediment fence, straw wattles, compost berms, etc.)	☐
7.	Storm drain inlet protection.	☐
8.	Location of stormwater discharge points and other utility connections.	☐
9.	Identify locations for construction staging/material storage/parking area(s).	☐
10.	Identify location for soil/gravel stockpiles. Include protection measures. (For example, covered with straw mulch, or secured poly sheeting).	☐
11.	Stabilize all exposed soil—provide temporary ground cover for exposed soil areas not actively being worked. (use one or more of the temporary soil stabilization BMP's; straw, wood chips or mulch, erosion control matting, plastic sheeting, etc.)	☐
12.	Wet Weather erosion controls requirement (October 15 through April 30): A. Stabilized Construction entrance. B. Notes/narrative on how exposed soils will be stabilized (e.g. cover/protect exposed soil with mulch or compost and temporary seeding, poly sheeting secured in place etc.).	☐
13.	Concrete washout facility location (not within 25 feet of a storm drain or natural resource area).	☐
14.	Location of construction debris box or equivalent.	☐
15.	On-site stormwater facilities (ponds, swales, planters, etc.) All stormwater facilities must be protected from compaction and construction.	☐

NOTES:

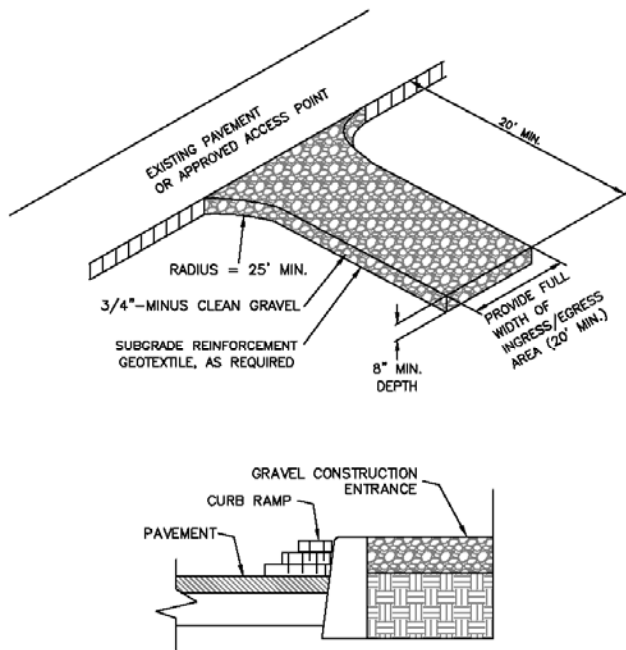
- Sediment Fences: If stitched-loop/pocketed type, posts installed towards excavation for perimeter use and on upslope side for interior use, joints wrapped together, and fencing trenched in and backfilled.
- Maintain erosion controls identified above according to specifications prescribed in Erosion and Sediment Control BMP's.

CSMP Site Plan Example

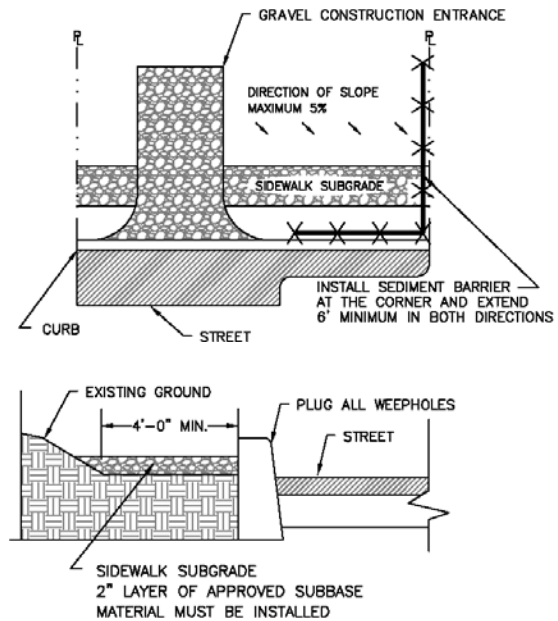


Single Family Residence
Typical Erosion Prevention and Sediment Control Plan

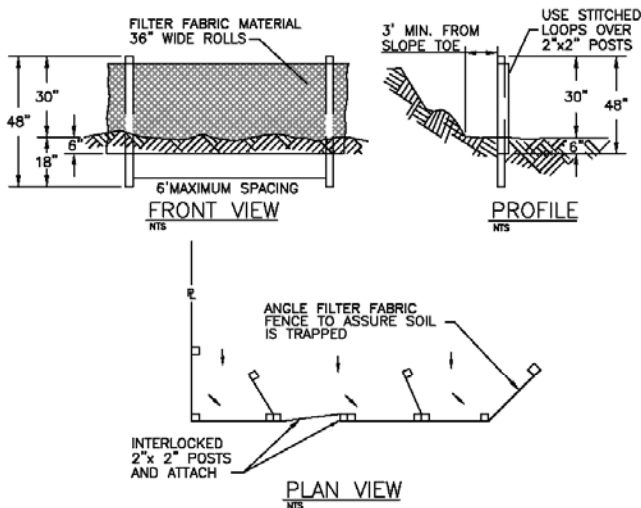
Commonly used residential erosion control measures



Residential Gravel Construction Entrance

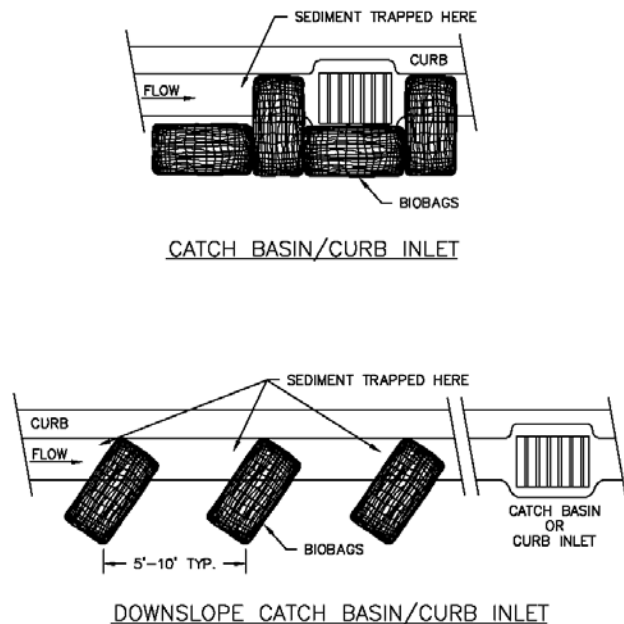


Excavated Sidewalk Gravel Barrier



- NOTES:
1. EXCAVATE A 4" X 8" TRENCH.
 2. USE 36" WIDE FILTER FABRIC WITH STITCHED STAKE POCKETS.
 3. STAKE WITH 2" X 2" FIR, PINE, OR STEEL FENCE POSTS.
 4. POSTS TO BE INSTALLED ON UPHILL SIDE OF SLOPE.
 5. BURY BOTTOM OF FILTER FABRIC 6" VERTICALLY BELOW FINISHED GRADE.
 6. WHERE JOINTS ARE NECESSARY, INTERLOCK POSTS.
 7. BACKFILL AND COMPACT BOTH SIDES OF FILTER FABRIC IN TRENCH.

Sediment Fence



BioBag Inlet Protection

Refer to the *City of Corvallis Erosion Prevention and Sediment Control Manual*, available on-line at www.corvallispermits.com for additional information and erosion control measures.

EROSION CONTROL NOTES

1. Owner or designated person shall be responsible for proper installation and maintenance of all erosion and sediment control (ESC) measures, in accordance with local, State, and Federal regulations.
2. The implementation of these ESC plans and construction, maintenance, replacement, and upgrading of these ESC facilities is the responsibility of the contractor until all construction is completed and approved by the local jurisdiction, and vegetation/landscaping is established. The developer shall be responsible for maintenance after the project is approved until the lots are sold.
3. The boundaries of the clearing limits shown on this plan shall be clearly marked in the field prior to construction. During the construction period, no disturbance beyond the clearing limits shall be permitted. The markings shall be maintained by the applicant/contractor for the duration of construction.
4. The ESC facilities shown on this plan must be constructed in conjunction with all clearing and grading activities, and in such a manner as to insure that sediment and sediment laden water does not enter the drainage system, roadways, or violate applicable water standards.
5. The ESC facilities shown on this plan are minimum requirements for anticipated site conditions. During construction period, these ESC facilities shall be upgraded as needed for unexpected storm events and to ensure that sediment and sediment laden water does not leave the site.
6. The ESC facilities shall be inspected daily by the applicant/contractor and maintained as necessary to ensure their continued functioning.
7. At no time shall sediment be allowed to accumulate more than 1/3 the barrier height. All catch basins and conveyance lines shall be cleaned prior to paving. The cleaning operations shall not flush sediment laden water into the downstream system.
8. Stabilized gravel entrances shall be installed at the beginning of construction and maintained for the duration of the project. Additional measures may be required to insure that all paved areas are kept clean for the duration of the project.
9. Storm drains inlets, basins, and area drains shall be protected until pavement surfaces are completed and/or vegetation is re-established.
10. Pavement surfaces and vegetation are to be placed as rapidly as possible.
11. Seeding shall be performed no later than September 1 for each phase of construction.
12. If there are exposed soils or soils not fully established from October 1st through April 30th, the wet weather erosion prevention measures will be in effect. See Erosion Prevention and Sediment Control BMP's for requirements.
13. The developer shall remove ESC measures when vegetation is fully established.

SITE PLAN CHECKLIST

- Accurate shape & dimensions of lot.

Lengths of all property lines.

Natural features (creeks, etc.) on or near prop.

Elevations at property corners.

Contours if property exceeds 4' grade change.

Public or private easements, incl. public utility easements.

Streets adjacent (alleys, name, location, curb & sidewalk).

Driveway location & parking (existing & proposed).

Distance of proposed bldg to property lines.

Distance of proposed structure to adjacent structures (unless attached). Include structures on adjacent lots if within 15' of proposed structure.

Label all existing structures on the property and indicate whether they are to remain or be removed.
- note: grid is 1" - scale drawing accordingly.
- SITE PLAN
- SCALE: _____
- This sheet is included for your convenience; a separate sheet may be submitted with the site plan if preferred.
- North

draw arrow
in circle
- Sheet
of