



## Burlington Department of Planning and Zoning

149 Church Street, City Hall  
Burlington, VT 05401-8415

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### Small Project Erosion & Sediment Control Plan

1. Project Location \_\_\_\_\_
2. Brief Project Description (i.e. house foundation, swimming pool)  
\_\_\_\_\_  
\_\_\_\_\_
3. Owner Name/Address/Phone \_\_\_\_\_
4. Contractor Name/Address/Phone \_\_\_\_\_
5. Estimated Project Start Date \_\_\_\_\_ Estimated End Date \_\_\_\_\_
6. Area of Soil Disturbance \_\_\_\_\_ Acres (1 acre = 43,560 square feet), or \_\_\_\_\_ ft long by \_\_\_\_\_ ft wide
7. Volume of Soil Disturbance \_\_\_\_\_ cubic yards (1 cubic yard = 27 cubic feet), or \_\_\_\_\_ ft long by \_\_\_\_\_ ft wide by \_\_\_\_\_ ft deep
8. Distance in feet to nearest:
  - a. Drainage Ditch \_\_\_\_\_
  - b. Catch Basin \_\_\_\_\_
  - c. Lake/River/Stream \_\_\_\_\_
  - d. City Sidewalk \_\_\_\_\_
  - e. City Street \_\_\_\_\_
9. Will the Project Require:
  - a. \_\_\_\_\_ Building Permit (Contact Public Works at 863-9094)
  - b. \_\_\_\_\_ Excavation Permit (Contact Public Works at 863-9094)
  - c. \_\_\_\_\_ Zoning Permit (Contact Planning and Zoning at 865-7188)
  - d. \_\_\_\_\_ Development Review Board Approval
  - e. \_\_\_\_\_ State of Vermont General Permit 3-9020 for Stormwater Runoff from Construction Sites (required for >1 acre land disturbance).  
For guidance, go to: [http://www.anr.state.vt.us/dec/waterq/stormwater/htm/sw\\_cgp.htm](http://www.anr.state.vt.us/dec/waterq/stormwater/htm/sw_cgp.htm)

#### **QUESTIONNAIRE (See last page for typical solutions to these questions)**

A) Nature of all site disturbances (check all that apply):

- Underground utility trench(es),  
 curb cut/driveway     foundation     cut/fill/regarding     landscaping  
 other \_\_\_\_\_

B) Will excavated soil be stockpiled on the site?  Yes     No

- If yes, how long will the stockpile be on site? (i.e. 1 day, 1 week) \_\_\_\_\_  
How do you propose to control erosion of the stockpile? \_\_\_\_\_

- If no, where is the ultimate disposal of excess soil? \_\_\_\_\_

C) Will site conditions (i.e. slope, soil type, distance to property boundary) allow disturbed soils to leave the property during rainstorms or snowmelt?  Yes  No

- If yes, tell us how you agree to prevent this situation or control soils from entering nearby ditches, catch basins or lakes, rivers, streams and/or city sidewalks and streets?

\_\_\_\_\_  
 \_\_\_\_\_

- If no, tell us why runoff from storms or snowmelt events will not leave the site.

\_\_\_\_\_  
 \_\_\_\_\_

D) Do you plan to park construction vehicles on or disturb City owned property like the greenbelt area?  Yes  No

- If yes, tell us how you agree to repair all disturbances or damage to City owned property and provide a written approval from the City allowing construction vehicles to park on City owned property.
- If no, then please monitor all construction and visitor vehicles and advise all not to park on City owned property.

E) How do you propose to either prevent or clean sediment generated from construction vehicles and activities that becomes deposited on City streets, sidewalks, or bikepaths and how frequently this will be done.

\_\_\_\_\_  
 \_\_\_\_\_

F) Will stockpiles or disturbed soils be present and/or exposed after Nov. 1<sup>st</sup> of any construction year?  Yes  No

- If yes, tell us how you plan to stabilize any stockpile and/or disturbed soils.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**AGREEMENT**

By filling out and signing this plan, I agree to abide by the terms and conditions outlined above. Failure to follow this plan can result in a stop work order by the City of Burlington, fines, or both.

By:  Owner  Contractor  Architect/Engineer

\_\_\_\_\_  
 Name Signature Date

**REVIEW STATUS – OFFICE USE ONLY**

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Current Status:  Approved  Approved as Noted  Revise and Resubmit.

Site visit required?  Yes  No

Comments or Conditions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## **TYPICAL SOLUTIONS TO PREVENT OR CONTROL SEDIMENT AND EROSION**

### **STOCKPILES**

- Cover stockpiles with a tarp when not being used.
- Install silt fencing or other appropriate devices around the stockpiles to filter sediment.
- Cover stockpiles with straw or other approved mulching material.
- Plant grass and mulch stockpiles that will be on site for more than 14 days.
- Cover, vegetate or install erosion matting on stockpiles that will remain disturbed over the winter.

### **DISTURBED AREAS**

- Maintain vegetated buffers around disturbed areas.
- Install silt fencing or other appropriate device to filter sediment washing off from disturbed areas.
- Cover disturbed areas with straw or other approved mulching material.
- Plant grass and mulch all disturbed areas that will remain exposed for more than 14 days.
- Cover, vegetate or install erosion matting on areas that will remain disturbed over the winter.
- Protect ditches, catch basins or water bodies off-site by using silt fencing, gravel check dams or other approved sediment control methods.

### **CONSTRUCTION VEHICLES**

- Do not park construction vehicles on City owned green space. Vehicles disturb vegetation and compact the soil, thereby reducing its ability to infiltrate stormwater.
- Prevent sediment from leaving the project by cleaning the tires of vehicles, or use clean gravel at project access points to clean tires.
- Sweep city streets, sidewalks and bikepaths daily or as needed to remove sediment transported from the project.

### **RESOURCES**

The Vermont Handbook for Erosion Prevention and Sediment Control at:

[http://www.anr.state.vt.us/dec/waterq/stormwater/htm/sw\\_erosionhandbk.htm](http://www.anr.state.vt.us/dec/waterq/stormwater/htm/sw_erosionhandbk.htm)

The Environmental Protection Agency's National Pollutant Discharge Elimination System web page at:

[http://cfpub1.epa.gov/npdes/faqs.cfm?program\\_id=6#181](http://cfpub1.epa.gov/npdes/faqs.cfm?program_id=6#181)

The City of Burlington Conservation Board Stormwater and Erosion Control Fact sheet at

<http://www.ci.burlington.vt.us/planning/cb/stormwater/management.html>