

SAMPLE NOTICE OF INTENT FORM INFORMATION

It is recommended that this information be placed on the stormwater pollution prevention plan.

Project Name: **Name of Project**
County: **Name of County**
Brief Description of Location: **Southeast corner of Marriott Way and Shady Lane**
Latitude: **40°N 45' 15"**
Longitude: **86°W 45'15"**
Quarter Section: **NW**
Section: **21**
Township: **15N**
Range: **4W**
MS4 Name: **City Name**

Project Site Owner Information

Company Name: **Developer Name**
Project Site Owner's Name: **Joe Dumars**
Address: **1234 Mystery Lane, City, Indiana, 47901**
Phone: **(xxx) xxx-xxxx**
Ownership Status: **Federal, State, Local Government, Public, Private**

Project Contact Information

Contact Person: **Name of Engineer/Surveyor, P.E., R.L.S.**
Affiliation with Project Site Owner: **Engineer/Surveyor**
Company Name: **Company Name**
Address: **Company Address**
Phone: **Company Phone**
Project Description: **Residential-Single Family, Residential Multi-Family, Commercial, Industrial**
Name of Receiving Water: **Proposed/existing detention pond to unnamed tributary/drainage swale to Major Stream**
Total Project Acreage: **xxx acres**
Acreage Proposed to be disturbed: **xxxx acres**
Total Impervious Surface: **xxxx acres = xxxx square feet**
Estimated Start and End Dates: **September 2005 and April 2006**

SAMPLE STORMWATER POLLUTION PREVENTION SPECIFICATIONS

The following list summarizes erosion control practices to be implemented and are taken from the 'Indiana Handbook For Erosion Control In Developing Areas' published by the Division of Soil Conservation and the Indiana Department of Natural Resources. The Contractor shall consult said handbook for further details and said handbook by reference shall hereby be considered to be a part of these construction plans. Each practice contains installation and maintenance requirements and the Contractor shall be responsible for conforming to and completing the requirements as listed for each practice.

The Contractor is encouraged to contact the local Soil and Water Conservation District for recommendations concerning erosion control practices and sequencing. Similar practices to those outlined in these plans may be substituted upon recommendation.

The following list of items concerning stormwater pollution prevention is organized in the same format as a plan review checklist published by the Indiana Department of Natural Resources, Division of Soil Conservation, for convenience of review. The Contractor shall be responsible for ensuring that all erosion control measures necessary to meet the requirements of 327 IAC 15-5 are maintained by him at his expense.

A1, A16, A18, A21: See stormwater pollution prevention plan for an index of the practices to be used at the site (A1), construction limits (A16), soils map (A18), and stockpiles (A21).

A2: An 11 by 17 inch drawing showing lot lines, numbers, and streets is provided separately.

A3, A15, A17: The proposed site will be developed into single-family residential lots (A3). Surrounding area land use is primarily single-family residential, multi-family residential, commercial, agricultural, and forested (A15). Existing cover on the site is a mixture of grass, crops, woods, and weeds (A17).

A4: A vicinity map is included on the cover sheet of the construction plans.

A5: A legal description of the site is included on the preliminary plat in the plans. See the accompanying NOI for further information. For latitude and longitude on NOI, go to <http://terraserver.microsoft.com/>, type in city in search box, click on topo map and zoom in to area, click on info at top of page and it will bring up a map with lat./long. on it.

A6, A19, A22-A23: The following are contained on various sheets in the plans, including but not limited to the stormwater pollution prevention plan: location of lots and improvements (A6), stormwater systems (A19), existing and proposed topography (A22-A23).

A7: Hydrologic unit code for the site is 05120108030020 (get this from <http://129.79.145.5/arcims/statewide/viewer.htm> and under Hydrology check Watershed HUC14, zoom into area and use Identify tool to get code).

A8: No known state or federal water quality permits are required for this site.

A9, A11: Stormwater discharge will leave the site at existing storm manhole number X and will route to the proposed wet-bottom detention pond for the site (A9) then to an unnamed tributary then to Indian Creek (A11).

A10: See construction plans for any lakes, wetlands, and watercourses related to the site.

A12: There are no known areas where stormwater may be potentially discharged to groundwater.

A13: A 100-year floodplain does not exist on the site.

A14: The following are estimated 10-year peak discharge rates from the site: Pre-construction: xx cfs; post-construction: xx cfs (they want ultimate runoff rates from the site). The post-construction rate is to an existing storm line provided with previous phases of the overall development.

A20: There are no off-site construction activities associated with this project.

A21: There are no proposed stockpiles associated with this project

B1: POTENTIAL POLLUTION SOURCES FROM CONSTRUCTION ACTIVITY

Potential pollutants include waste concrete, material and fuel storage areas, fueling locations, exposed soils, fluids associated with operation and maintenance of construction equipment on the site, debris, waste, sealants, paint, adhesives, concrete washout, and similar materials associated with the installation of the infrastructure, and fertilizer associated with seeding.

B2: SEQUENCE OF CONSTRUCTION AND STORMWATER POLLUTION PREVENTION MEASURES

FOR CONSTRUCTION ACTIVITIES ON THE DEVELOPMENT SITE:

Preconstruction Planning:

1. This stormwater pollution prevention plan is applicable to the entire development and as such is made a part of these construction plans. Inasmuch as the site may be developed at different times, the system must be flexible enough to permit different areas to be developed and still guarantee adequate protection against soil erosion. It shall be the Contractor's responsibility to incorporate the stormwater pollution prevention practices contained in these construction plans into the construction techniques and procedures. The Contractor shall ensure that this plan is available on-site as per 327 IAC 15-5 for unannounced site inspection by the governing authority. A copy of the Notice of Intent shall also be posted at the entrance to the site by the Contractor. Additional copies are available upon request.
2. Appropriate measures shall be taken by the Contractor to minimize or eliminate wastes or unused building materials, including but not limited to garbage, debris, cleaning wastes, wastewater, and other substances from being carried from the site by runoff. Proper disposal or management of all wastes and unused building materials, appropriate to the nature of the waste or material is required.
3. Existing vegetation shall be retained on the construction site wherever possible until the area must be disturbed for construction activities. A buffer strip of existing vegetation (minimum of fifteen feet wide) shall be maintained around the perimeter of the site whenever possible to reduce offsite erosion and sedimentation.
4. Staged clearing and grading practices shall be used whenever possible to reduce the amount of disturbed area to the absolute minimum needed for immediate construction activities.
5. When shown on the plans, diversions, perimeter dikes, and waterways shall be constructed to intercept considerable offsite runoff and divert it away from bare and disturbed soil until structures to capture the offsite runoff are in place. Said diversions shall be protected against erosion with riprap, straw bale dams, or other means. See appropriate specifications and details.
6. Stair-step grading and diversions shall be used when ground slopes exceed 3:1. Said diversions and slopes shall be protected against erosion by placing riprap or erosion control blankets as may be shown on the plan. See riprap or erosion control blanket specifications and details.
7. Concerning seeding and fertilization, the Contractor shall seek the recommendation of the local Soil and Water Conservation District for this development as the soils may vary in location and nutrient requirements depending upon the soil type, amount of shade, and type of seed. These recommendations shall be evaluated by the Owner and/or his agent and, if believed to be reasonable, shall be executed as part of the construction.
8. The Contractor shall have a trained individual on staff and scheduled on a regular basis to ensure that stormwater pollution prevention measures are inspected and maintained on a routine basis particularly after each storm event. A representative of the Owner shall be contacted and shall be present during or immediately following each inspection. Damaged measures shall be repaired or replaced immediately. See the maintenance requirements for each practice for more details. The Contractor shall be responsible for ensuring that the inspections are occurring and that an updated maintenance log is maintained and kept on site. In the event of a request for such an inspection log by the local Soil and Water Conservation District or other inspecting authority, the Contractor shall make the inspection log available within 48 hours. A maintenance checklist has been attached to the plans for convenience.
9. Disturbed areas shall be limited to the area outlined on the erosion control plan. Areas outside the limits shall retain their vegetative cover and shall remain undisturbed. The Contractor shall place temporary construction fence or make other appropriate plans to avoid such areas.

Construction Activities:

10. The Contractor shall be responsible for notifying the local Soil and Water Conservation District or other appropriate jurisdiction within 48 hours of the beginning of construction at the site.
11. No equipment shall be driven nor earth disturbance shall occur outside the construction limits as designated on this plan.
12. Existing vegetation and cover shall be retained where possible on all areas outside the construction limits indicated on this plan. Leave a minimum 15-foot vegetative buffer strip whenever possible around the perimeter of the site.
13. A construction staging area shall be established for equipment and vehicles as far from swales and drainage ways as possible. Onsite location for Owner/operator/contractor placement of approved plans, Notice of Intent letter, and self-monitoring documentation and local permit shall be established.
14. A temporary construction entrance shall be constructed at all construction access points to the site prior to the initial earth disturbance at the site. Sediment being tracked from the site onto roadways shall be minimized. Roadways shall be kept clear of accumulated sediment by scraping or sweeping only unless flushed water drains to a controlled location. Cleared sediment shall be returned to a controlled location.
15. Unvegetated or thinly vegetated areas that are scheduled or likely to be left inactive for 15 days or more shall be temporarily or permanently seeded or otherwise stabilized as appropriate for the time of year unless such areas are routed through another appropriate and effective measure such as a sediment basin.
16. In the event that concrete is to be used during construction, a concrete washout shall be constructed at an appropriate location such as a construction entrance. Such washout location shall be located away from existing or proposed ponds and channels that carry or impound water.
17. Silt fence shall be placed as shown on this sheet prior to earth disturbance upstream from said fence.
18. The pond shall be excavated immediately to provide a temporary sediment basin. The berm and outlet shall also be constructed immediately. A temporary rock dam with spillway and gravel filter on the upstream face shall be placed if the pond berm construction is delayed. The rock dam shall be placed to have the same shape as the concrete area indicated as the permanent spillway on the outlet detail.
19. The pond shall be lined with topsoil and permanently seeded immediately following its construction.
20. A horseshoe-shaped rock dam shall be placed on the upstream side of the existing culvert beneath County Road XXX and/or the outlet pipe from the existing or proposed dry-bottom detention pond and shall be placed prior to excavation of remainder of pond or mass grading of the site. The rock dam shall remain in place until vegetation has been adequately established on the site.
21. Dewatering of sediment-laden water from trenches, ponds, or other excavations by means of a pump or similar means shall discharge into a manufactured filter bag in accordance with the manufacturer's recommendations unless the pumped water is routed through another erosion control measure such as a sediment basin or outlets onto a well-established vegetated area without eroding. Filter bags shall either be biodegradable or be properly disposed of from the site along with other wastes.
22. Street inlet protection and permanent seeding along streets shall be placed immediately following street construction.
23. Yard inlet protection shall be placed immediately upon construction of yard inlets.

24. Swales or other areas indicated shall be lined with erosion control blankets and/or permanently seeded as indicated in these plans immediately following their construction. Downstream sediment basins or other temporary erosion control devices shall remain in place until adequate grass cover is established in said swales.
25. Riprap protection shall be placed at outlets of storm sewer and the pond outlet as shown on this plan immediately following their construction.
26. Temporary seeding shall occur on all lots or other areas indicated once they are at grade.

Postconstruction Inspection by Owner and Contractor:

27. After the Contractor has terminated land-disturbing activities and has implemented stormwater pollution prevention measures, he shall be responsible for scheduling an on-site walk-through with the Owner of the property to review the stormwater pollution prevention measures to ensure that adequate protection is in place to the satisfaction of the Owner. The Contractor shall also be responsible for removing temporary sediment control practices once permanent measures are in place and effective. Coordination for the removal of such temporary measures should be discussed at the walk-through with the Owner.

FOR CONSTRUCTION ACTIVITIES ON INDIVIDUAL LOTS:

28. Erosion control on individual lots shall follow the guidelines set forth in "Erosion Control For The Home Builder", a pamphlet prepared by the IDNR Division Of Soil Conservation, a copy of which is contained in these plans for reference. See also C2 below.

B3-B12, B14-B15: See stormwater pollution prevention plan for proposed practices, maintenance, and individual building lot recommendations.

B13: MATERIAL HANDLING AND SPILL PREVENTION PLAN

The Contractor shall provide a stone surface material staging area. The Contractor shall be required to manage his wastes such that wastes are disposed of properly away from the site. Littering, burying of trash and waste materials, and rinsing of waste receptacles on the site are prohibited.

In general, repair of equipment and use of liquids and fuels shall be avoided when possible on the site. When used on-site, all liquid material shall be stored in a weather-proof, vandalism resistant enclosure or removed from the site during non-work hours. An on-site fueling area shall be designated as far away as possible from existing or proposed drainage channels and inlet structures so that spills can be contained and be kept away from areas that drain to adjacent waterways. If more than 200 gallons of fuel is stored on-site, appropriate temporary containment facilities shall be placed to prevent migration of spills. All materials shall be handled, applied, and disposed of in strict accordance with these plans and with manufacturer's recommendations.

Spills on pavement or impervious surfaces shall generally be cleaned up using absorbent materials such as cat litter and/or rags to contain its spread. Spills on dirt areas shall be contained using an earthen berm or dike followed by digging up and properly disposing the contaminated soil. Spills during rain shall be covered with tarp or other material to prevent contaminating runoff.

Any accidents and spills shall be immediately reported to **Tippecanoe County Emergency Management at (765) 742-1334 (Hendricks County SWCD says not to list their Emergency Management)—get this at http://www.in.gov/sema/emerg_mgt/inmap.html**. In the case of large or hazardous spills, notify the local emergency response at 911 (**in Hendricks County notify local fire department at xxxx**) and Indiana Department of Environmental Management Spill Response at 888-233-7745.

C1: POTENTIAL POLLUTION SOURCES FROM PROPOSED LAND USE

Potential pollutants include oils, hydrocarbons, and metals associated with vehicular activity, litter, and salts. Since this project is a residential subdivision, such impacts are anticipated to be minimal.

C2: SEQUENCE OF CONSTRUCTION AND STORMWATER POLLUTION PREVENTION MEASURES

1. Inspect and maintain stormwater pollution prevention measures as detailed in Item B2 and in these plans continuing until vegetation has been established and construction activity is complete to help prevent sediment and pollutants from entering storm sewers and the existing or proposed ponds or drainageways.
2. When utilized, stormwater quality measures such as wetlands, infiltration trenches, or similar measures shall be constructed only after final grading and sufficient vegetative cover has been established so that sediment and pollutants will not enter such facilities.
3. After acceptance of the project following the on-site walk-through with the site Contractor detailed in Item B2 above, inspection and maintenance of all common areas and infrastructure improvements shall be the responsibility of the Owner or his designee until improvements are accepted for maintenance by the Homeowner's Association, local government agencies, or other appropriate agency.
4. Inspection and maintenance of individual lot controls is the responsibility of the home builder or his designee until the homeowner buys and accepts responsibility for the individual lot.

C3: Post-construction stormwater measures include reducing or eliminating surface runoff and controlling sources of pollutants and includes the following items:

1. Wet-bottom stormwater detention facilities.
2. Reducing direct runoff from impervious surfaces into storm sewers and streets whenever possible and directing it to vegetated swales.
3. Vegetated strips and swales.
4. Conservation of existing natural wooded areas whenever possible.
5. Permanent seeding and planting of trees to reduce effect of new or existing impervious surface.
6. Outlet protection and dissipation measures.
7. Infiltration trenches located within the proposed dry-bottom detention pond.
8. Inspection, maintenance, repair, and/or cleaning of parking lot, storm inlets, vegetation, pond(s), and wetland, infiltration trench, or other stormwater quality measures by the Owner, Homeowner's Association, or appropriate governing jurisdiction (revise this as needed).
9. Sumped storm sewer structures maintained by the County Highway Department.

C4-C5: DETAILS AND MAINTENANCE OF POST-CONSTRUCTION STORMWATER QUALITY MEASURES

Parking lot/street sweeping/cleaning schedule: (For private streets) Each Spring following the anticipated last snowfall of the season, the Owner shall have the parking lot/streets cleaned to remove any remaining grit, salt, sand, and other materials from the pavement. (For public streets) The governmental agency responsible for maintenance of the accepted streets will be responsible for the scheduled cleaning/sweeping of the proposed streets.

Storm Inlet Inspection and Maintenance: (For private sewer) Storm inlets on the site shall be inspected at the same time as the parking lot/street cleaning each Spring. Inlets shall be cleaned and/or repaired as deemed necessary by the inspection. (For public sewer) The governmental agency responsible for maintenance of the accepted streets and/or storm sewer will be responsible for inspection, maintenance, and cleaning of the storm inlets.

Vegetated Area Inspection and Maintenance: Any vegetated areas owned or under the control of the Owner and/or Homeowner's Association shall be inspected during regular lawn care activities. Any bare or thinly vegetated areas shall be seeded or otherwise cared for to reestablish vegetation in such areas.

Infiltration Trench and Pond Spillway Inspection and Maintenance: After rainfall events, the infiltration trench and pond spillway shall be inspected. If the trench and/or spillway appears to be clogged or otherwise damaged, appropriate repairs or reconstruction shall be made to unclog and repair damaged areas.

SAMPLE DETAILS AND MAINTENANCE OF STORMWATER QUALITY MEASURES DURING CONSTRUCTION

It is recommended that these be placed with the drawing detail (or table) pertaining to each measure. This is a sampling of common measures. Additional or different measures may be used on a particular project and specific installation and maintenance requirements will likely be needed for those measures.

Practice 3.01-Temporary Gravel Entrance/Exit. Place six-inches minimum depth of 2-3 inch washed stone (INDOT CA No.2) with geotextile fabric underlayment. Area to be covered is as shown on the erosion control plan. Culverts shall be placed under the pad as necessary to maintain roadside drainage.

Maintenance Requirements: Contractor shall inspect the entrance weekly and after storm events. Entrance shall be reshaped as necessary for drainage and runoff control. Topdress entrance with clean stone as needed. Sediment tracked onto roads shall be removed immediately by brushing or sweeping. Any damage to the pavement shall be immediately repaired.

Practice 3.02-Topsoil (Salvage and Utilization). Contractor shall stockpile suitable topsoil material to be used for final lot grading. Stockpiles shall be protected against erosion by placing silt fence or straw bale barriers on downstream side of pile. Stockpiles used for more than six months shall be temporarily seeded, covered with a tarp, or surrounded by a sediment barrier (silt fence or straw bales). Before reapplying topsoil, subsoil shall be graded and roughened by disking to a depth of 3-4 inches.

Maintenance Requirements: Contractor shall inspect newly topsoiled areas on a weekly basis until vegetation is established. Eroded areas shall be repaired and revegetated immediately.

Practice 3.03-Surface Roughening. All areas that are to be stabilized with vegetation shall be roughened by bulldozer cleats, disk, tiller, or other methods. All graded areas that are not stabilized immediately shall also be roughened.

Practice 3.11-Temporary Seeding

Include a table of seeding recommendations.

Installation and Maintenance Requirements:

- a) Contractor shall roughen all disturbed surfaces by bulldozer cleats, disk, tiller, or other methods prior to seeding where vegetation will be established. Seed mixtures shall be planted only during the optimum dates contained in the above table. Mulch (Practice 3.15) or other approved means shall be used outside of these dates until the following year when seeding will be required.
- b) All disturbed areas indicated with temporary seeding on the erosion control plan shall be seeded immediately after construction.

- c) Apply 14 lbs. 12-12-12 fertilizer, or equivalent, per 1000 square feet or as recommended by soil test. Work fertilizer into soil 2 to 4 inches deep by disking or raking.
- d) Seed lot areas that have been graded following street and drainage construction using an appropriate mixture for the time of year based on the above chart. Seed shall be applied uniformly with a drill or culti-packer seeder or by broadcasting, and cover to the depth shown in the above chart. If drilling or broadcasting, seedbed shall be firmed with a roller or culti-packer.
- e) Organic mulching shall be required for temporarily seeded areas and shall be anchored by crimping or tackifying.
- f) Perennial species may be used for temporary cover and is required for areas that will remain idle for more than one year.
- g) Fall seeded wheat or rye shall be topdressed with nitrogen in February or March if nitrogen deficiency is apparent.
- h) If heavy rains occur during grass establishment causing erosion and loss of seed, fertilizer, etc., the affected area shall be repaired and reseeded immediately.

Practice 3.12-Permanent Seeding

Include a table of seeding recommendations.

Installation and Maintenance Requirements:

- a) Contractor shall roughen all disturbed surfaces by bulldozer cleats, disk, tiller, or other methods prior to seeding where vegetation will be established.
- b) Topsoil shall be added to a depth needed for establishment of vegetation as described in Practice 3.02 before permanent seeding.
- c) Lime shall be applied to the soil when the pH level is unsuitable for seeding at a rate of 30 lbs. per 1000 square feet or as recommended by soil test.
- d) Apply 14 lbs. per 1000 square feet of 12-12-12 fertilizer, or equivalent, or as recommended by soil test. Work fertilizer into soil 2 to 4 inches deep by disking or raking.
- e) Optimum seeding dates are March 1 through May 10 and August 10 through September 30. Perimeter seeding done between May 10 and August 10 may need to be irrigated. As an alternative, use temporary seeding (Practice 3.11) until the preferred date for permanent seeding.
- f) Seed shall be applied uniformly with a drill or cultipacker-seeder or by broadcasting, and cover to a depth of 1/4 to 1/2 inch. If drilling or broadcasting, seedbed shall be firmed with a roller or cultipacker.
- g) All permanently seeded areas shall be mulched and anchored by crimping or tackifying. If seeding is done with a hydroseeder, fertilizer and mulch can be applied with the seed in a slurry mixture.
- h) An oat or wheat companion or nurse crop may be used with any of the permanent seeding mixtures at the following rates: Spring Oats--1/4 to 3/4 bu./acre; Wheat--no more than 1/2 bu./acre.
- i) Additional seed species and mixtures that are commercially available may be used. Rates and mixtures shall be equivalent to those contained in the above chart.

- j) If heavy rains occur during grass establishment causing erosion and loss of seed, fertilizer, etc., the affected area shall be reseeded immediately.
- k) Sparse, bare, or damaged areas shall be refertilized, seeded, and mulched.

Practice 3.15-Mulching.

Include a table of mulching recommendations.

Installation and Maintenance Requirements:

- a) Mulch shall cover at least 75% of the soil surface and shall be anchored by one of the methods listed in the previous table. Hay, asphalt emulsion, synthetic tackifiers, synthetic binders, synthetic soil stabilizers, and biodegradable netting are not permitted.
- b) Mulch shall be inspected after storm events until vegetation is firmly established. If washout, breakage, or erosion occur, the surface shall be repaired, reseeded, mulched, and anchored.

Practice 3.16-Riprap. Riprap shall be well-graded stone with 50% by weight larger than six inches in diameter. The largest pieces shall not exceed twelve inches in diameter and no more than 15% by weight shall be smaller than 3 inches in diameter. Geotextile fabric shall be placed under all riprap installations. Riprap shall be placed to a minimum thickness of eighteen (18) inches. All areas where riprap is to be placed shall be cut to a depth of eighteen (18) inches from finished grade and riprap shall be placed in said excavation. See erosion control details for placement of riprap on slopes, channels, and pipe outlets.

Maintenance Requirements: Inspect after each storm event for displaced material, slumping, and erosion at the edges. Additional riprap shall be placed at displaced or erosive areas.

Practice 3.17-Erosion Control Blanket. Organic or synthetic mulch incorporated into a polypropylene or similar netting material. Immediately upon grading and topsoil placement of swale or area to receive blanket and seed, place seed and erosion control blanket in accordance with manufacturer's recommendations including proper blanket anchoring as recommended by the manufacturer. If a delay occurs prior to placement of seed and/or blanket, place a straw bale dam, rock dam, or other measure at the downstream end of the swale or area receiving blanket and seed as indicated on the erosion control plan.

Maintenance Requirements: During the period of vegetative establishment, inspect after storm events for any erosion below the blanket. Pull back and anchor any areas showing erosion according to the manufacturer's recommendations.

Practice 3.25-Rock Dam. Place rock dam in center of ditch and extend the dam into the ditch banks with spillway constructed to the dimensions as shown on the details. Place gravel on upstream side of dam for filtering of sediment. Stabilize the channel on the upstream side of the dam as required by the plan. Place a riprap apron to the dimensions as shown on the detail on the downstream side of the dam to protect against washout.

Maintenance Requirements: Inspect rock dam and basin after each storm event. Remove sediment when it reaches half the height of the dam. Repair dam immediately as necessary due to erosion, ripping, or rock displacement. Replace gravel facing if basin fails to drain and add gravel if basin drains quickly and allows sediment to pass through dam. Once upstream area is adequately stabilized, remove water and sediment from basin, remove dam and use rock and riprap at other required locations on-site or remove from site completely, and smooth and seed the area where dam was located.

Maintenance requirements: Inspect dam and channel after each storm event and repair damage as necessary. Remove accumulated sediment to a controlled location when it reaches half the height of the dam. Remove dam and stabilize ground beneath when required vegetative cover is established upstream of the dam.

Practice 3.54-Straw Bale Drop Inlet Protection. A trench shall be excavated four inches deep by a bale's width around the inlet. Bales shall be placed lengthwise in the trench so the bindings are oriented around the sides. Bales shall overlap at the corners and abut tightly against each other. Bales shall be anchored by driving two 36-inch long steel rebars or 2x2-inch wood stakes through each bale until flush with the top. Drive the first stake at an angle towards the previously laid bale to force the bales together. Straw shall be wedged into any gaps between bales to prevent sediment-laden water from flowing directly into the inlet. Backfill and compact the excavated soil four inches high against the outside of the bales.

Maintenance Requirements: Inspect the drop inlet protection after each storm event and make needed repairs immediately. Sediment shall be removed after reaching one-half the height of the bale and returned to a controlled location. After vegetation has been established on the contributing area, remove all bales, sediment and construction material and dispose of properly, and grade the area to the top of the inlet and stabilize.

Yard Inlet Protection. Filter fabric shall be sufficiently large so that it wraps completely around and under casting without gaps. Install the fabric as soon as inlet boxes are installed.

Maintenance Requirements: Inspect after each storm event. Remove built-up sediment and replace fabric as necessary to avoid failures. Periodically remove sediment from the areas surrounding the inlet by scraping or sweeping only.

Practice 3.63-Basket Inlet Protection. Metal basket dimensions shall be such that the basket fits into the inlet without gaps. Install the basket as soon as inlet boxes are installed. Cut and install a piece of filter fabric large enough to line the inside of the basket and extend at least 6-inches beyond the frame.

Maintenance Requirements: Inspect after each storm event. Remove built-up sediment and replace fabric as necessary to avoid failures. Periodically remove sediment from the paved areas surrounding the inlet by scraping or sweeping only.

Practice 3.64-Gravelbag Curb Inlet Sediment Barrier. Gravelbags shall contain fine gravel and shall be laid tightly end to end curving from the curb and away from the inlet on any paved upslope from the inlet. The gravelbags shall overlap onto the curb and extend three feet into the street to intercept runoff. If using more than one row, overlap the bags with the row beneath, and leave a one-bag gap in the middle of the top row to serve as a spillway. Temporary traffic barricades shall be required to prevent vehicles from damaging the gravelbags. When a curb inlet is in a sump condition, the inlet shall be surrounded by gravelbags laid tightly end-to-end. See appropriate detail.

Maintenance Requirements: Inspect weekly and after storm events for damage and repair immediately as necessary. Remove sediment by sweeping when sediment reaches half the height of the barrier and return to a controlled location.

Curb Inlet Protection. Filter fabric shall be sufficiently large so that it wraps completely around and under casting without gaps. Install the fabric as soon as inlet boxes are installed.

Maintenance Requirements: Inspect after each storm event. Remove built-up sediment and replace fabric as necessary to avoid failures. Periodically remove sediment from the areas surrounding the inlet by scraping or sweeping only.

Practice 3.72 Temporary Sediment Basin. Basin shall be constructed per plan dimensions. Both faces of the berm shall be lined with riprap as shown on the details sheet. Riser pipe shall be lined with stone as shown on the details.

Maintenance Requirements: Inspect sediment basin after each storm event. Remove sediment to a controlled location if it reaches half the height of the basin. Periodically check the berm, riser, and gravel and

repair as necessary. Remove riser pipe and gravel after site stabilization and remove any heavy sediment accumulation and shape area as needed.

Practice 3.73-Vegetative Filter Strip.

Include a table of vegetative filter strip recommendations.

Installation and Maintenance Requirements:

- a) If the site has little or no vegetative cover, seed and establish filter strip before the upslope area is disturbed; if vegetative cover is already present, simply stop the earth-disturbing activities at the upslope edge of the intended filter strip, leaving the vegetation strip intact.
- b) For new filter strips, lime, fertilizer, and mulch shall be applied as described in Practice 3.11 and 3.12. Seed species and mixtures recommended for permanent seeding are also suitable for establishment of vegetative filter strips.
- c) Lime and fertilizer shall be applied as needed to maintain the vegetation in a healthy, growing condition. The vegetation may be mowed, but not shorter than four inches. Periodically repair and reseed the upper portion of the strip to avoid sediment accumulation and runoff concentration.

Practice 3.74-Silt Fence. An 8-inch deep flat-bottomed or V-shaped trench shall be dug along the entire length of the intended fence line. Wooden or steel support stakes shall be driven at least 12 inches into the ground and be spaced at a maximum of 6 feet apart. The bottom 12 inches of fence fabric shall be placed in the 8-inch trench, extending the remaining four inches toward the upslope side. The trench shall be backfilled with compacted earth or gravel. Silt fence shall not be used in areas where concentrated flow is expected. Silt fence shall be required in areas where excessive sedimentation is likely or in areas where ponds or wetlands are present immediately downstream of the construction.

Maintenance Requirements: The fence shall be inspected weekly and after each storm event. If any portion of the fence tears, starts to decompose, or becomes ineffective, that portion shall be replaced immediately. Sediment shall be removed and returned to a controlled location when it reaches half the height of the fence or causes the fence to bulge. After the contributing drainage area has established vegetation, the silt fence and sediment may be removed and disposed of properly.

Practice 3.75-Straw Bale Dam. A trench four inches deep by a bale's width shall be dug along the entire length of the dam. Each bale shall be placed so the bindings are oriented around the sides. Bales shall abut tightly against each other. Each bale shall be anchored by two 36-inch long steel rebars or 2x2-in. wood stakes. The first stake shall be driven toward the previously laid bale to force the bales together. Straw shall be wedged into any gaps between the bales to prevent sediment from seeping between bales. Excavated soil shall be backfilled and compacted against the bales to ground level on the downslope side and to 4-inches above ground level on the upslope side.

Maintenance Requirements: Straw bale dams shall be inspected weekly and after each storm event. Deteriorating or damaged areas shall be replaced immediately. Sediment shall be removed and returned to a controlled location when it reaches half the height of the dam. After the contributing drainage area has established vegetation, the straw bale dam and sediment may be removed and disposed of properly. Straw bale dam shall not be used in areas with a large or irregular channel bottom or in areas of large concentrated flows (a rock dam shall be used in these areas).

Practice 3.81 Dust Control. Temporary and permanent measures such as mulching, seeding, surface roughening, irrigation, street cleaning, or other means shall be required to prevent wind-borne soil from leaving the construction site.

Practice 3.83 Tree Conservation. Undisturbed areas indicated on the construction plans containing trees shall be isolated by a temporary construction fence or similar barrier placed at the dripline of the trees to be saved.

Concrete Washout. Concrete washout area shall be installed prior to any concrete placement on site. Signs shall be placed at the construction entrance, at the washout area, and elsewhere as necessary to clearly indicate the location of the concrete washout area to operators of concrete trucks and pump rigs. The concrete washout area shall be prepared and enlarged or cleaned out as necessary to maintain capacity for wasted concrete. At the end of construction, all concrete shall be removed from the site and disposed of at an approved waste site. When the concrete washout is removed, the disturbed area shall be seeded and mulched or otherwise stabilized in an appropriate manner.

Maintenance Requirements: Concrete washouts shall be inspected on a regular basis. Damage to the berm shall be repaired immediately. Sediment and exposed aggregate shall be collected and disposed of at an approved waste site.

SAMPLE NOTICE TO THE PUBLIC TO BE PUBLISHED IN LOCAL NEWSPAPER

Notice to the Public: **Name of Subdivision**

Notice is hereby given to the Public that an NOI letter is being submitted for an estimated construction commencement of **August 2004** for **Name of Subdivision**, located in part of the **southeast** quarter of Section **22**, Township **25** North, Range **3** West, **Name of Township**, **Name of County**, Indiana, at the **intersection of State Road 18 and U.S. Highway 421**, in order to notify **Name of County** and the Indiana Department of Environmental Management of the intent to comply with the requirements of applicable local drainage ordinances, 327 IAC 15-5 and 327 IAC 15-13 to discharge stormwater from construction activities. Runoff from the site drains to **a proposed detention pond to Julien Ditch to Bowen Ditch to the Wabash River**.

SAMPLE SOIL EROSION SELF-INSPECTION LOG

(To be completed by Contractor with Owner or representative present)

Project Name or Description: _____

Date: _____ Time: _____ Weather: _____

Name of individual doing inspection: _____

Reason for Inspection: ___ weekly inspection ___ inspection after rainfall event (> 0.5 in.)

NO.	TASK	YES	NO	N.A.
	GENERAL SITE INFORMATION:			
1	Is site information posted at entrance?			
2	Are necessary permits obtained?			
3	Is an effective construction entrance installed at all access points?			
4	Are public and private streets clean?			
	PRACTICES WHERE STORMWATER LEAVES SITE:			
5	Effective silt fence is installed and functioning?			
6	Sediment basins and traps are installed and functioning?			
7	Diversion swales and/or waterbars are installed and functioning?			
	PRACTICES THROUGHOUT THE SITE:			
8	Street inlet protection is installed and functioning?			
9	Yard inlet protection is installed and functioning?			
10	Blankets, seeding, and/or mulching of swales is complete and vegetation is growing and effective?			
11	Stormwater outlets are adequately stabilized and functioning?			
12	Blankets, seeding, and/or mulching of pond banks or other areas requiring these measures are complete and vegetation is growing and effective?			
13	Dewatering operations have a vegetated outlet, discharge into a filter bag, or are routed effectively through another measure?			
14	Is there a designated area for washout of concrete trucks?			
15	Is trash disposal being effectively accomplished?			
16	Are fuel tanks and other toxic materials being safely stored and protected?			

Comments and Recommendations (List number from above and specific comment):

Signature of Contractor: _____

Signature of Owner or representative: _____