

Town of Clayton

EROSION CONTROL CHECKLIST

A. Project Information

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| Project Name: | Project Description: |
| Project Address: | Watershed: |
| Johnston County PIN Number(s): | Disturbed Acreage: |

B. Land Owner

C. Applicant

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|----------|----------|
| Name: | Name: |
| Address: | Address: |
| Phone: | Phone: |
| Email: | Email: |

D. Erosion Control Plan Review Package Requirements

The submittal package must include all applicable items below to demonstrate compliance with the applicable ordinances. Unless otherwise noted, all references shown must be included to be considered a complete package. Select all applicable items and provide all information with the submittal.
Applicant is to insert either "X" for included items or "N/A" for items not required for the submittal.

References:

- Town of Clayton **Manual of Specifications, Standards, and Design (Eff. January 2025)**
- Town of Clayton **Guidelines for Land/Site Development Submission and Resubmission**
- Town of Clayton **Unified Development Ordinance - Chapter 6.14 Soil Erosion and Sediment Control**
- Town of Clayton **Stormwater Design Manual**
- North Carolina **Erosion and Sediment Control Planning and Design Manual**
- North Carolina **NCG010000 General Certification**

Note: Confirm that the project is not receiving federal, state, or local funding. Otherwise, submit to NCDEQ.

| Applicant | Y / N | N/A |
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Required to Initiate Processing:

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| 1 | Submit Review Fees: \$ 300.00 per disturbed acre. (Acres are rounded up to nearest whole acre; Ex. 1.15 acres = 2 acres) to Development Services staff | | |
| 2 | Submit Town of Clayton Erosion Control Permit Application. | | |
| 3 | Submit Financial Responsibility Form with listed Registered Agent. | | |
| 4 | Email a digital set of plans and copies of required documents to: <i>Planning-Engineering</i> submittals@townofclaytonnc.org | | |

Additional Documents:

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| 5 | Provide a deed and notarized letter from current owner allowing development on the subject property. | | |
| 6 | Cover letter stating the purpose of the submission and a narrative describing the approach to Erosion Control for the project. Provide construction sequence relative to project | | |
| 7 | If this is an <u>Early Grading Permit Submittal</u> , attach <u>Approved Tree Clearing Certificate</u> <i>or</i> indicate Exemption per UDO Section 2.3.28. | | |
| 8 | RESUBMITTALS: Letter detailing any changes, comments, proposed solutions to comments | | <input type="checkbox"/> |

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| 9 | Provide 401/404 Documentation (Wetland, Stream and Buffer determination letters, PCN application, impact maps, comments, approval). Proposed impacts to environmental features will not be permitted prior to approvals from State and Federal agencies. | | |
| 10 | Drainage Area Map showing drainage areas to erosion control devices, existing drainage features and any steep slopes or environmentally sensitive areas. | | |
| 11 | Include current USGS Quad and soil survey map in submittal package, and show soil types on plan | | |
| Erosion Control Calculations, including: | | | |
| 12 | Ditches, swales, and channels: Q10/V10. Tractive force (shear stress), capacity and geometry | | |
| 12a. | Ditches, swales, and channels in a critical area: Q25/V25. Tractive force (shear stress), capacity and geometry | | |
| 12b. | Sediment Basin Calculations for DA > 1.0 Acres. Note: Determination for use of Silt Fence only measures will be made by TOC Staff. | | |
| 12.c | Slope Drain, Flume and Level Spreader Calculations | | |
| 13 | Dissipaters: Q10 velocities, stone size and dimensions | | |
| 14 | Silt fence drainage area calculations | | |
| Proposed Plans: | | | |
| 15 | Location/Vicinity Map | | |
| 16 | North arrow, graphic scale, and professional seal | | |
| 17 | Size of parcel and size of disturbed area | | |
| 18 | Existing and proposed contours: plan and profiles for roadways | | |
| 19 | Existing and proposed easements | | |
| 20 | Show adjacent land use | | |
| 21 | Include erosion control legend relative to this project | | |
| 22 | Existing and planned drainage patterns (must include offsite areas that drain through subject parcel) | | |
| 23 | Bodies of water ephemeral, intermittent and perennial streams along with ponds or lakes | | |
| 24 | Boundaries of tract: including project limits | | |
| 25 | Limits of disturbance delineated and specified on plan | | |
| 26 | Zone of undisturbed vegetated buffer around streams (hatch or shade area) | | |
| 27 | Proposed improvements: roads, buildings, parking areas, grassed landscape | | |
| 28 | Show building location(s) and final floor elevation(s) | | |
| 29 | Water and sewer utilities existing and proposed | | |
| 30 | Clearly show the location of temporary and permanent measures and size sediment basins to scale on the plan as well as specify which type of basin it will be. Indicate phasing of measures as site development progresses. | | |
| 31 | Stormwater conveyance: inlets, culverts, swales, ditches, channels and drainage easements | | |
| 32 | Show locations and dimensions of construction entrances, concrete washouts, tire wash areas, etc | | |
| 33 | Show location and direction of diversion ditches | | |
| 34 | Show inlet protection and FES at all pipe outlets with protective rip-rap apron unless a headwall has taken its place | | |
| 35 | Show locations and dimensions of dissipaters & ditch linings | | |
| 36 | Show protection of environmental features using tree protection fencing and other measures as necessary. | | |
| 37 | Show required maintenance measures and timing for each device. | | |

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| 38 | Provide analysis of downstream receiving watercourse or property to ensure non-erosive conditions and prevention of off-site sedimentation. | | |
| 39 | Show location of any borrow, waste, material processing, or stockpile areas and appropriate sediment control measures and haul route to project site. | | |
| 40 | Provide NCG010000 Ground Cover and Materials Handling Plan and Requirements for Self-Inspection. Show seeding schedule, acres to be stabilized, methods of soil preparation, specifications for permanent and temporary vegetation and notation of groundcover requirements for exposed slopes and permanent groundcover. | | |
| 41 | Include construction drawings and details for all temporary and permanent measures. | | |
| 42 | Project Phasing must include Construction Sequence for 'Initial Phase of Construction/Perimeter Devices', 'Intermediate Phase of Construction/Grading' and 'Final Phase of Construction and Close Out'. Other Phases should be added as needed. | | |
| 43 | Include Temporary and Permanent Seeding Specification | | |
| 44 | <i>North Carolina Erosion & Sediment Control Planning & Design Manual</i> All soil erosion and sedimentation control plans and measures must conform to the applicable standards specified in <i>North Carolina's Erosion and Sediment Control Planning and Design Manual</i> and provide protection from the calculated maximum peak rate of runoff from the twenty-five-year storm. Erosion control devices must be installed to prevent any offsite sedimentation for any construction site regardless of the size of the land disturbance. | | |
| 45 | The approval of an erosion plan is conditioned on the applicant's compliance with federal and state water quality laws, and rules. A copy of the erosion control plan for any land disturbing activity that involves the utilization of ditches for the purpose of de-watering and lowering the water table must be forwarded to the director of the Division of Water Quality. | | |

Applicant Signature: _____ **Date:** _____

Engineer/Designer Certification: I Certify that the attached Plans and Calculations were prepared by me or under my direct supervision and are complete and in compliance with all applicable rules and regulations.

Engineer/Designer Name: _____

Contact Email: _____

Contact Phone Number: _____

Engineer/Designer Professional Seal, Signature and Date:

