Major Land Disturbing Activity - Plan Submittal Requirements

EROSION PREVENTION AND SEDIMENT CONTROL (EPSC)

An EPSC permit is required for all land-disturbing activities affecting an area of two thousand square feet or greater, cumulatively.

Major Land Disturbing Activity

Major land disturbing activities are those that meet the requirements for an EPSC permit noted above, and the affected area meets one or more of the following conditions:

- Affect an area over an acre in size; or
- Average slopes throughout the disturbed area exceed 10%; or
- Slopes greater than 3:1 exceed six feet in height; or
- Concentrated runoff through the disturbed area originates from more than one acre off-site; or
- The site contains sensitive areas.

You must submit a completed EPSC permit application along with your EPSC site plan. A Sample Site Plan for Major Land Disturbing Activity (Attached) is provided for reference. Follow the checklist below to create the EPSC site plan.

Submit a completed Erosion Prevention and Sediment Control (EPSC) application form. Submit one set of the EPSC plan, drawn to scale, showing the following:

- ❑ Vicinity map, property address, and property owner's name and address.
- ❑ Locations, types, and applicable dimensions of EPSC Best Management Practices (BMPs).
- ❑ Applicable details of erosion control BMPs showing full dimensions of construction info.
- ❑ Existing and proposed ground contours, including a minimum of the first 50 feet of abutting property.
- ❑ Arrows to indicate existing and final flow patterns of surface water. It is the permit holder's responsibility not to alter the flow of surface water to harm neighboring properties.
- ❑ Locations and sizes of existing and proposed channels and drainage pipes (labeled as such and with arrows indicating flow direction) on and immediately upstream and downstream of the site.
- ❑ Location of the 100-year flood plain, if applicable.
- ❑ Site entrances/exits (as approved by the City).
- ❑ Applicable standard erosion control notes from Appendix, with additions or changes as required.
- ❑ Other notes including references to timing of placement and removal of erosion control measures, and erosion measure specifications such that types and quantities of materials necessary for the installation of the erosion control measures are fully detailed.
- ❑ **Stamp or signature of the person preparing the plan, licensed as a professional civil or environmental engineer, landscape architect, geologist, or certified professional in erosion and sediment control**.

Submit a construction schedule showing the following:

- ❑ Construction start and completion dates.
- ❑ Dates when erosion control measures will be in place.
- ❑ Timing of site clearing and grading, placement of fills and excavations.
- ❑ Projected date of removal of erosion control measures (after landscaping is established or after establishment of a healthy grass stand or other approved vegetation).

Submit a copy of any applicable 1200-C permit issued by ODEQ. If application has been made to ODEQ but a permit has not yet been issued, provide a copy of the completed application filed with ODEQ. Provide a copy of the NPDES 1200-C permit when it is issued. A RUSLE 2 report may be required for any project adjacent to

City of Albany Public Works Department – Erosion Prevention & Sediment control
333 Broadalbin Street SW
(541) 917-7646

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Standard permit conditions

1. Prior to any ground disturbing activity on the site, an initial inspection by City staff is required. EPSC Best Management Practices (BMPs) must be in place prior to the inspector arriving. Call (541) 791-0116 to schedule your inspection.
2. EPSC BMPs must be installed in such a manner as to ensure that sediment and sediment-laden water does not enter upon adjacent properties or rights-of-way, the stormwater system, wetlands, or Waters of the State.
3. EPSC BMPs 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 BMPs 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 BMPs shall be kept in place until permanent ground cover is established.
7. 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) 791-0116. Permanent soil stabilization includes landscaping, seeding, or covering exposed soil with a minimum 2-inch layer of bark or wood chips, per Section 2.3.3 of the EPSC Manual.
8. It is the property owner's responsibility to ensure that any proposed grading, fill, excavation, or other site work does not negatively impact drainage patterns to or from adjacent properties.

Wet Weather Season

- Wet weather BMPs will be in effect from October 1st through April 30th. However, the project site is required to manage runoff from the site year around.
- Rain is the driving factor behind most erosion in this region. Rainfall impact and surface water runoff over exposed soil dislodges sediment particles, suspending them in moving water. Saturated soils are more easily tracked off site by equipment.
- During the wet weather season or when rain is forecasted additional Erosion Prevention and Sediment Control BMPs are required. The project shall have these BMPs onsite and readily available year-round.

Where can I get assistance?

- We are here to help you. Staff are typically available from 8:00 am to 5:00 pm weekdays to answer your questions by phone at (541) 917-7676, and at the Public Works Department front counter in City Hall, 333 Broadalbin Street SW. We encourage you to call and make arrangements for a free on-site consultation.
- The City's GIS mapping service is available at: https://infohub.cityofalbany.net/infohub/
- Floodplain data can be obtained from FEMA at: https://msc.fema.gov/portal/home
- The City's EPSC Manual and related information found on the EPSC website: https://albanyoregon.gov/pw/engineering/erosion-prevention-and-sediment-control
- Sample Site Plan, attached.

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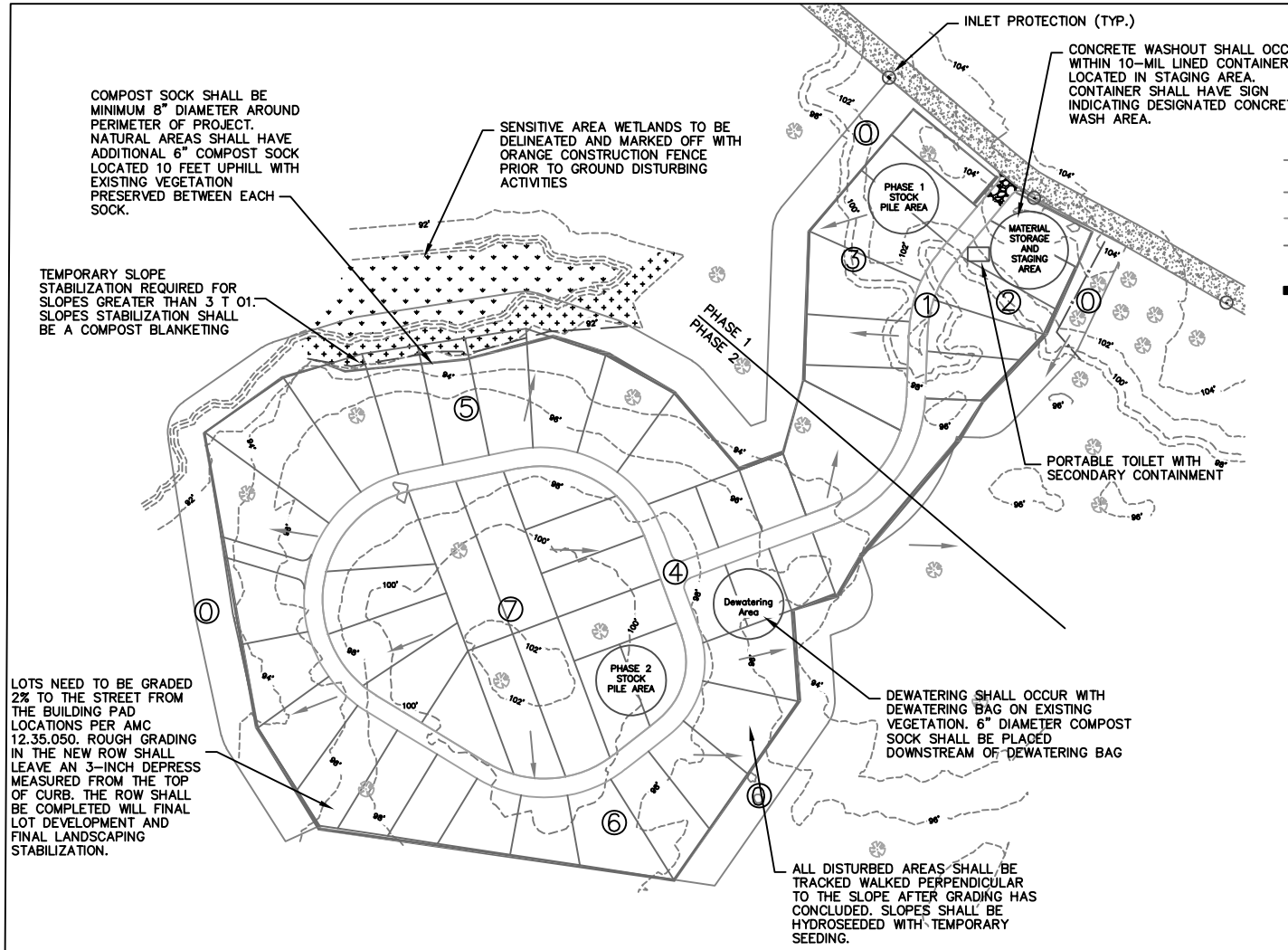
FIGURE 1
MAJOR EROSION PREVENTION AND SEDIMENT CONTROL PLAN

JANUARY 2024

1"=500'



LEGEND

- MINOR CONTOUR
- MAJOR COUNTOUR
- PROPERTY LINE
- FUTURE ROW AND PROPERTY LINES
- COMPOST FILTER BERM
- DRAINAGE ARROWS
- SENSITIVE AREAS TO BE DELINEATED AND PROTECTED
- EXISTING TREES
- TREE PROTECTION FENCE
- INLET PROECTION
- CONSTRUCTION ENTRANCE
- WETLAND BUFFER AREA
- NATURAL AREA TO BE FENCED OFF

PHASING PLAN

- (0) NON-GROUND DISTURBING CLEARING
- (1) PHASE 1- CLEARING/GRUBBING, ROAD CORING AND UTILITY CONSTRUCTION
- (2) PHASE 1- NORTH LOT CLEARING/GRUBBING, GRADING AND STABILIZATION
- (3) PHASE 1- NORTH LOT CLEARING/GRUBBING, GRADING AND STABILIZATION
- (4) PHASE 2- CLEAR/GRUBBING, ROAD CORING AND UTILITY CONSTRUCTION
- (5) PHASE 2- NORTH LOT CLEARING/GRUBBING, GRADING AND STABILIZATION
- (6) PHASE 2- SOUTH LOT CLEARING/GRUBBING, GRADING AND STABILIZATION
- (7) PHASE 2- CENTER LOT CLEARING/GRUBBING, GRADING AND STABILIZATION

PHASING NOTES

- STABILIZATION MEASURES SHALL BE APPLIED AS EACH PHASE IS BEING COMPLETED.
- PHASES SHALL BE COMPLETED AS SHOWN ON APPROVED SCHEDULE.
- BARE SOIL SHALL NOT EXCEED 5 ACRES AT ANY ONE POINT
- BMPS SHALL REMAIN IN PLACE FOR EACH PHASE UNTIL FINAL STABILIZATION IS COMPLETED AND FINAL INSPECTION APPROVAL
- RESIDENTIAL LOT BUILT-OUT TO BE PERMITTED WITH ADDITIONAL MINOR EPSC PER LOT

0 250' 500'

SCALE 1"=500'

GRADING, STREET, AND UTILITY EROSION AND SEDIMENT CONSTRUCTION NOTES:

1. SEED USED FOR TEMPORARY OR PERMANENT SEEDING SHALL BE COMPOSED OF ONE OF THE FOLLOWING MIXTURES, UNLESS OTHERWISE AUTHORIZED.
   - A. FOR PERMANENT SEEDING SEE LANDSCAPING DRAWINGS.
   - B. DWARF GRASS MIX (MIN. 100 LB./AC.)
     1. DWARF PERENNIAL RYEGRASS (80% BY WEIGHT)
     2. CREEPING RED FESCUE (20% BY WEIGHT)
   - C. STANDARD HEIGHT GRASS MIX (MIN. 100LB./AC.)
     1. ANNUAL RYEGRASS (40% BY WEIGHT)
     2. TURF-TYPE FESCUE (60% BY WEIGHT)
2. SLOPE TO RECEIVE TEMPORARY OR PERMANENT SEEDING SHALL HAVE THE SURFACE ROUGHENED BY MEANS OF TRACK-WALKING OR THE USE OF OTHER APPROVED IMPLEMENTS. SURFACE ROUGHENING IMPROVES SEED BEDDING AND REDUCES RUN-OFF VELOCITY.
3. LONG TERM SLOPE STABILIZATION MEASURES SHALL INCLUDE THE ESTABLISHMENT OF PERMANENT VEGETATIVE COVER VIA SEEDING WITH APPROVED MIX AND APPLICATION RATE.
4. TEMPORARY SLOPE STABILIZATION MEASURES SHALL INCLUDE: COVERING EXPOSED SOIL WITH PLASTIC SHEETING, STRAW MULCHING, WOOD CHIPS, OR OTHER APPROVED MEASURES.
5. STOCKPILED SOIL OR STRIPPINGS SHALL BE PLACED IN A STABLE LOCATION AND CONFIGURATION. DURING "WET WEATHER" PERIODS, STOCKPILES SHALL BE COVERED WITH PLASTIC SHEETING OR STRAW MULCH. PERIMETER CONTROL IS REQUIRED AROUND THE PERIMETER OF THE STOCKPILE.
6. EXPOSED CUT OR FILL AREAS SHALL BE STABILIZED THROUGH THE USE OF TEMPORARY SEEDING AND MULCHING, EROSION CONTROL BLANKETS OR MATS, MID-SLOPE SEDIMENT FENCES OR WATTLES, OR OTHER APPROPRIATE MEASURES. SLOPES EXCEEDING 25% MAY REQUIRE ADDITIONAL EROSION CONTROL MEASURES.
7. AREAS SUBJECT TO WIND EROSION SHALL USE APPROPRIATE DUST CONTROL MEASURES INCLUDING THE APPLICATION OF A FINE SPRAY OF WATER, PLASTIC SHEETING, STRAW MULCHING, OR OTHER APPROVED MEASURES.
8. CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL MEASURES INCLUDING, BUT NOT LIMITED TO, TIRE WASHES, STREET SWEEPING, AND VACUUMING MAY BE BE REQUIRED TO INSURE THAT ALL PAVED AREAS ARE KEPT CLEAN FOR THE DURATION OF THE PROJECT.
9. ACTIVE INLETS TO STORMWATER SYSTEMS SHALL BE PROTECTED THROUGH THE USE OF APPROVED INLET PROTECTION MEASURES. ALL INLET PROTECTION MEASURES ARE TO BE REGULARLY INSPECTED AND MAINTAINED AS NEEDED.
10. SATURATED MATERIALS THAT ARE HAULED OFF-SITE MUST BE TRANSPORTED IN WATER-TIGHT TRUCKS TO ELIMINATE SPILLAGE OF SEDIMENT AND SEDIMENT-LADEN WATER.
11. AN AREA SHALL BE PROVIDED FOR THE WASHING OUT OF CONCRETE TRUCKS IN A LOCATION THAT DOES NOT PROVIDE RUN-OFF THAT CAN ENTER THE STORM WATER SYSTEM. IF THE CONCRETE WASH-OUT AREA CAN NOT BE CONSTRUCTED GREATER THAN 50' FROM ANY DISCHARGE POINT, SECONDARY MEASURES SUCH AS BERMS OR TEMPORARY SETTLING PITS MAY BE REQUIRED. THE WASH-OUT SHALL BE LOCATED WITHIN SIX FEET OF TRUCK ACCESS AND BE CLEANED WHEN IT REACHES 50% OF THE CAPACITY. LOCATION SHOWN ABOVE.
12. CONSTRUCTION ENTRANCES SHALL BE INSTALLED AT THE BEGINNING OF CONSTRUCTION AND MAINTAINED FOR THE DURATION OF THE PROJECT. ADDITIONAL BMPS INCLUDING BUT NOT LIMITED TO, TIRE WASHES, STREET SWEEPING, AND VACUUMING MAY BE REQUIRED TO INSURE THAT ALL PAVED AREAS ARE KEPT CLEAN FOR THE DURATION OF THE PROJECT.
13. ALL BASE BMPS (INLET PROTECTION, PERIMETER SEDIMENT CONTROL, GRAVEL CONSTRUCTION ENTRANCE, ETC.) MUST BE IN PLACE, FUNCTIONAL, AND APPROVED BY AN INITIAL INSPECTION PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.