



Rev. Feb. 6, 2023

Erosion Control Site Plan Checklist

Date: _____

Project Name: _____

Address: _____ Zip Code: _____

Project Area (square feet): _____ Disturbance Area (square feet): _____

Owner Name: _____ Phone Number: _____

Owner Address: _____

Disturbance Area is any area that is subject to clearing, excavating, grading, and/or placement/removal of earth materials.

In compliance with the Clean Water Act and the National Pollutant Discharge and Elimination System permit program—administered by the Montana Department of Environmental Quality as authorized by the U.S. Environmental Protection Agency—the City of Missoula is required to regulate runoff and the treatment of stormwater into drainage systems and water bodies, including the Missoula aquifer. The regulation of stormwater includes construction stormwater from project sites (Montana Code Annotated 75-5-401). Projects that involve 1 acre or more of land disturbance, or less than one acre but are part of a larger common plan of development, are required to demonstrate coverage under the Montana Pollutant Discharge and Elimination System General Permit for Stormwater Discharges Associated with Construction Activity.

Clearly show each item below on the Erosion Control Site Plan and fill in the corresponding check box. Best management practices (BMPs) are structural, vegetative, or managerial practices used to treat, prevent, or reduce water pollution. Help us protect our waterways and sole-source aquifer with BMPs. For guidance, please refer to the Public Works Manual Chapter 8, MDT BMP Manual, and/or MDEQ Construction Field Guide.

Project Area	
	All areas of construction, including but not limited to: areas to be graded as shown on a grading plan, areas to be cleared, as well as structures, retaining walls, roads, drives, utilities, trenches, scaffolds, catch basins, etc. These areas should be consolidated and located outside steep or sensitive areas.
	Location of all existing buildings, structures, easements, or underground utilities.
	Accurate contours showing the topography OR drainage arrows showing existing drainage patterns and direction of flow
	Surface water location(s) within 200 feet of the project boundary
	Inlet locations within 200 feet of the project boundary and protection measure details
	Perimeter controls (e.g., vegetative buffer , compacted berm, silt fencing, and/or fiber rolls). On slopes greater than 10%, the measures must be installed along contour lines.
	All areas that will be used for stockpiling earth and storing construction materials
	For slopes less than 3:1, provide sediment control along contour lines. For slopes greater than 3:1, slope stabilization BMPs are required.



PUBLIC WORKS & MOBILITY DEPARTMENT – STORMWATER

1345 W. Broadway • Missoula, Montana 59802 • (406) 552-6379

Construction Access	
	Stabilized, designated access points for entrance onto the property. If using an existing paved driveway, identify it.
	Designated area(s) for parking of construction vehicles.
Construction Materials and Waste	
	Location, installation, and maintenance of a concrete mixer, washout, and pits. No concrete, mortar, or stucco washout shall be placed directly on the soil/ground. Specify the method used to contain the washout.
	Location(s) of portable toilets away from surface water locations and storm drain inlets.
	Show storage location and containment of construction materials or stockpiles during work, as well as afterhours/weekends. No materials shall be stored or stockpiled on the street.
Add these Standard Comments on the Site Plan	
	Locations of temporary stockpiles must be covered when not being actively worked in dry weather. Alternatively, in wet weather, or for longer storage, use seeding and mulching, soil blankets, or mats.
	Perform clearing and earth-moving activities only during dry weather; when necessary, use dust control measures to comply with air quality ordinances. Measures to ensure adequate erosion prevention and sediment control shall be installed prior to earth-moving activities and construction.
	Measures to ensure adequate erosion prevention and sediment control are required year-round. Stabilize all disturbed areas and maintain erosion prevention measures continuously between from April 30 through October 1.
	Maximize and protect areas to be undisturbed (including sensitive areas and buffer zones), using a vegetative buffer or 6-foot fence/barrier. Do not disturb riparian areas.
	Inlet protection shall be cleaned out after each rain event, or as needed, to function properly. Do not use sand bags, as these tear and can result in sand entering the storm drains.
	Store, handle, and dispose of construction materials and wastes properly, to prevent their contact with storm water. No materials shall be stored or stockpiled on the street.
	Stockpiles must be covered when left overnight; if not being worked within 14 days, they must be stabilized with seed, covered with mulch, soil blankets, or mats.
	Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, wash water, or sediments, and non-storm water discharges to storm drains and watercourses.
	Avoid cleaning, fueling, or maintaining vehicles on site, except in a designated area where wash water is contained and treated. Limit and time applications of pesticides and fertilizers to prevent polluted runoff.
	Limit construction access routes to stabilized, designated access points.
	Avoid tracking dirt or other materials off site; clean off-site paved areas and sidewalks using dry sweeping methods.
	The areas delineated on the plans for parking, grubbing, storage, etc., shall not be enlarged or "run over."
	Erosion prevention and sediment control materials shall be stored on site.
	Tree protection shall be in place before any demolition, grading, excavating, or grubbing is started.