APPENDIX D

- INSPECTION AND MAINTENANCE FORM
- CHECKLIST FOR EROSION AND SEDIMENT CONTROL PLAN DEVELOPMENT
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## Inspection and Maintenance Form

**At Contract Number:**

**Construction Site Location:**

**Heavy Equipment on Site:**

**Date:**

**Date of Last Inspection:**

**Construction Activities on Site:**

**Current Weather:**

**Weather Forecast:**

**Type of Measure (BMP)** | **Location on Construction Site** | **Intended Function** | **Sediment Levels** | **General Condition** | **General Performance** | **Maintenance Required** | **Type of Maintenance Required** | **Site Manager Notified** | **Date Repairs to be Completed By**
---|---|---|---|---|---|---|---|---|---
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |
0 – 1/4 - 1/2 – 3/4 Full not applicable | poor fair good | poor fair good | yes no | yes no |

**Notes:**

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Inspectors Signature: 

Inspectors Name: 

Copies to: AT Designated Inspector: Contractors Site Designate: ESC Plan Designer:

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CHECKLIST FOR
EROSION AND SEDIMENT CONTROL (ESC)
PLAN DEVELOPMENT

The following checklist may be used to ensure that Erosion and Sediment Control Plans follow the method and structure outlined in the Guide. For small, low-risk roadway construction projects that only require the application of procedural BMPs, it may not be necessary to undertake detailed BMP design. Refer to Section 8 for guidance regarding the appropriate level of effort to be applied.

DATA COLLECTION

☐ Identify and initiate contact with other members of the ESC team:
  ☐ Owner or owner's representative
  ☐ Project designer
  ☐ Contractor and site inspector (if selected)

☐ Identify and initiate contact with applicable regulatory agencies (establish information needs)

☐ Compile relevant site information as applicable:
  ☐ Construction drawings, design data and construction schedule
  ☐ Geotechnical investigation reports
  ☐ Aerial photography/imagery
  ☐ Surficial geology maps
  ☐ Vegetative cover maps

☐ Site inspection by ESC Plan Designer:
  ☐ Photographs to document existing site conditions
  ☐ Regulatory requirements
  ☐ Fisheries assessments

Site Erosion Potential and Evaluation

☐ Assess the site-specific erosion potential

☐ Assess the risk of erosion due to roadway construction activities

☐ Determine appropriate level of effort, performance goals and evaluation measures

Erosion and Sediment Control Plan Design

☐ Develop an erosion and sediment control plan that is effective and coordinated with construction activities

☐ Define the areas of concern for the project

☐ Divert upstream water around the construction site (where applicable)

☐ Evaluate the construction site drainage:
Define drainage areas within the construction site
Define drainage patterns within each drainage area
Determine drainage channel alignments
Determine channel tributary areas and drainage channel characteristics
Based on drainage characteristics, specify Best Management Practices (BMPs)
Incorporate procedural BMPs
  Promote good housekeeping measures to reduce the amount of erosion during construction
  Consider minimizing exposed soils, using existing drainage pathways, reducing runoff from stockpiles, and installing signage around sensitive areas
  Consider working during relatively dry conditions, installing erosion and sediment control measures early, and revegetating exposed soils early
Incorporate appropriate erosion control BMPs
  Prevent erosion at its source
  Consider factors such as flow, soil characteristics, topography, climate, season, permanence, accessibility and cost when choosing erosion control measures
Consider factors such as flow, soil characteristics, topography, climate, season, permanence, accessibility and cost when choosing sediment control measures

Report Requirements
Provide a project description
Describe erosion and sediment control objectives
Document existing site conditions
Identify critical areas of concern
Include a section on erosion and sediment control accountability and administration
  Provide a list of emergency and non-emergency contacts
Describe BMPs to be used
  Include details on installation locations and alignments
  Include an inspection and maintenance plan for all BMPs
Provide a series of construction drawings illustrating and describing mitigation measures to be undertaken during all phases of the project