



EROSION CONTROL PERMIT APPLICATION

Inspections Require **24 hour** notice – Call (541)-818-8039 to schedule.

JOB SITE INFORMATION – PLEASE COMPLETE HIGHLIGHTED AREAS	
Job site address:	
TYPE OF WORK	
<input type="checkbox"/> New construction	<input type="checkbox"/> Utility/Road Installation
CATEGORY OF CONSTRUCTION	
<input type="checkbox"/> Single / Multi-Family	<input type="checkbox"/> Commercial / Industrial
DESCRIPTION OF WORK	
Sq Ft of Disturbed Area:	Site Plan Included: <input type="checkbox"/> Yes <input type="checkbox"/> No
Once plans are approved, emplace erosion control measures BEFORE construction begins and call (541) 818-8039 to schedule an inspection.	
Per SHMC 13.06, Site plans for storm drainage, grading and erosion control will be required for all grading activities, including single-family residential construction, residential, commercial, industrial, and recreational developments regardless of size.	
PROPERTY OWNER	
Name:	
Address:	
City/State/ZIP:	
Phone: ()	E-mail:
Owner Signature required (or copy of agreement/contract) if applicant is not owner:	
X _____ E-mail: _____	
ENGINEER	
Name:	
Address:	
City/State/ZIP:	
Phone: ()	Cell: ()
E-mail:	
CONTRACTOR	
Contractor:	
Address:	
City/State/ZIP:	
Phone: ()	CCB # Exp date:
E-mail:	
NOTICE	
ALL CONTRACTORS AND SUBCONTRACTORS ARE REQUIRED TO BE LICENSED WITH THE OREGON CONSTRUCTION CONTRACTORS BOARD UNDER ORS 701. THIS PERMIT APPLICATION EXPIRES WITHIN 180 DAYS IF, A PERMIT IS NOT OBTAINED AFTER THE APPLICATION HAS BEEN ACCEPTED AS COMPLETE.	
Signature of Applicant: _____	Dated: _____

MAP & TAX NO.		
PERMIT NO.		
FOR OFFICE USE ONLY		
DOES ACTIVITY INVOLVE:		
Part of a land use action under SHMC 17.90?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
> 5 acres disturbed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Slopes greater than 15% ?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Highly erodible soils?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Adjacent to sensitive areas per SHMC 13.06?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
IF YES TO ANY – ENGINEERED EROSION CONTROL PLAN REQUIRED		
Size of Site:		
<input type="checkbox"/> 2,000 – 10,000 sq ft	MINOR ECP PERMIT	
<input type="checkbox"/> 10,000 sq ft to 1 acre	MAJOR ECP PERMIT	
<input type="checkbox"/> Greater than 1 acre	MAJOR ECP PERMIT – REFER TO DEQ 1200C	
IF GREATER THAN 1 ACRE – REFER PROPERTY OWNER TO DEQ. VERIFICATION OF 1200-C PERMIT REQUIRED BEFORE PERMIT WILL BE ISSUED.		
PER SHMC 17.46.030, PLANS MUST BE DESIGNED IN ACCORDANCE WITH THE CITY'S ENGINEERING STANDARDS, AND THE PROJECT MUST BE PREPARED BY AN ENGINEER REGISTERED IN THE STATE OF OREGON AND BE APPROVED BY THE CITY.		
DEPARTMENT REVIEWS		
DEPT.	Date Sent	Approved
Hold		
Building _____		
Planning _____		
Engineering _____		
FEES ARE BASED ON PROJECT SIZE, AND ARE DUE WITH APPLICATION		
PERMIT FEES: \$		
12% SURCHARGE: \$		
TOTAL: \$		



Erosion Control Informational Sheet

Erosion Control Policy SHMC 13.06.030:

It is the city's policy to prevent erosion and to minimize the amount of sediment and other pollutants reaching the public storm and/or surface water system resulting from development, construction, grading, filling, excavating, clearing and any other activity that accelerates erosion. No visible or measurable erosion shall leave the property during construction or during activity described above. The owner of the property, together with any person who causes the action from which the visible or measurable erosion occurs, shall be responsible for clean up, fines and damages.

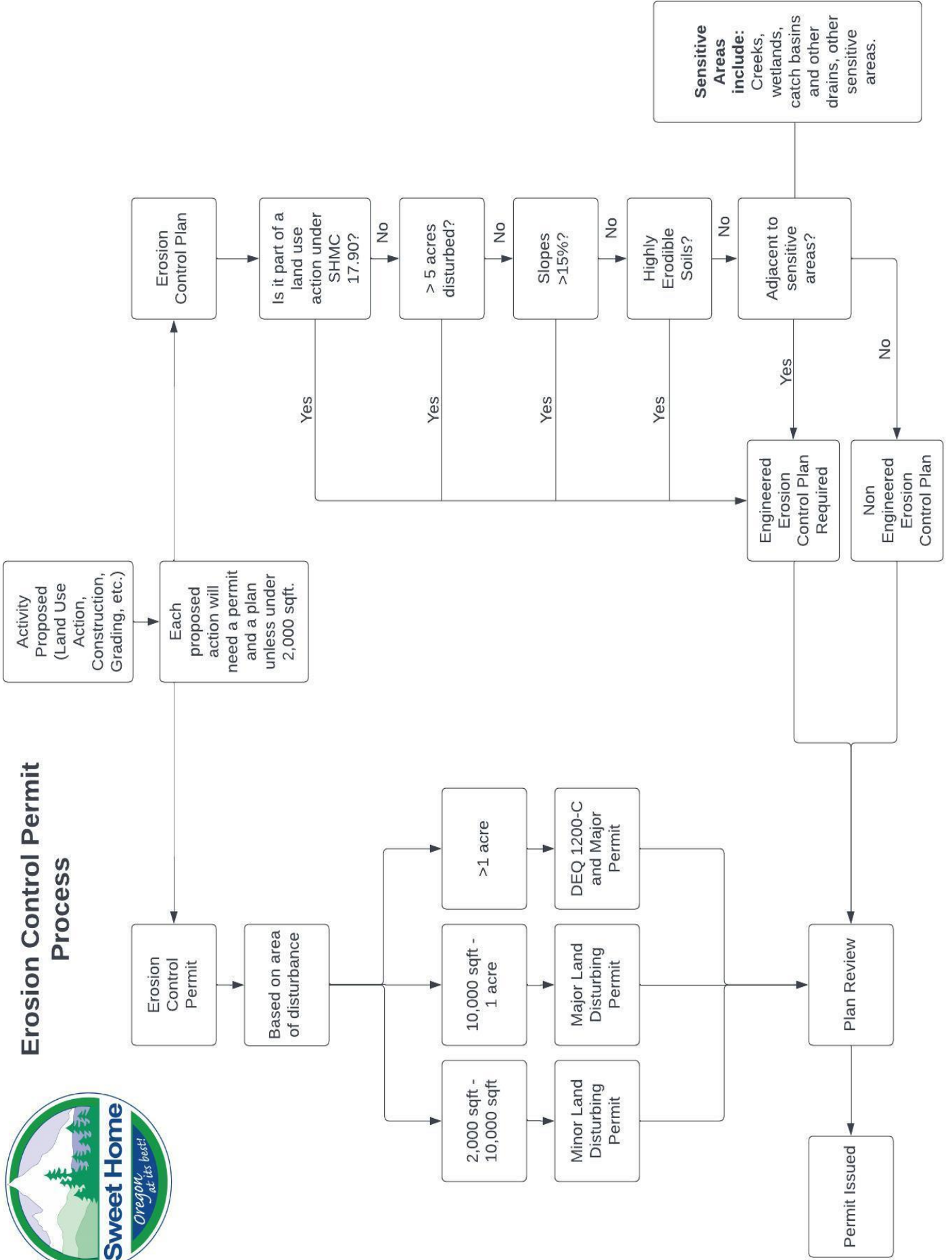
Erosion Control Site Plan

1. Erosion Control Site Plan Requirements:

- **Start with a plain site map of the property and proposed construction activities.**
 - **Add the following:**
 - Methods/Facilities used to prevent erosion and pollution created from development both during and after construction. Must meet City of Sweet Home Engineering Standards.
 - Plans for the construction of storm sewers, open drainage channels and other facilities which depict line sizes, profiles, construction specifications and other such information as is necessary for The City to review the adequacy of the storm drainage plans.
 - Calculations used by the engineer in sizing storm drainage facilities.
 - Limits of ground clearing by flagging boundaries in the field **before** site grading of construction.
 - A drainage plan during construction.
 - Show existing contours as well as all sensitive areas, creeks, stream, wetland, and open areas.
 - Erosion control plan shall include a schedule for implementation of erosion measures. Schedule shall include:
 - Measures to cover bare soil within 14 days following final grading.
 - Implementation of wet weather measures between October 1 and April 30, unless otherwise approved by the city.
 - On sites where vegetation and ground cover have been removed, city-approved ground cover shall be re-established by seeding and mulching on or before September 1 with the ground cover established by October 15.
2. Plans requiring an engineered design, per SHMC 13.06, must be stamped by an engineer registered in the state of Oregon.
 3. Water containing sediment shall not be discharged into the surface water management system, wetlands, or streams without first passing through an approved sediment filtering facility or device.
 4. Once plans are approved, emplace erosion control measures **BEFORE** construction begins and call (541) 818-8039 to schedule an inspection.
 5. Erosion control measures must remain in place and be maintained during entire construction process.
 6. Sites found not in compliance are subject to enforcement measures outlined in SHMC 13.06.070.
 7. **All stormwater facilities emplaced for post-construction runoff treatment/control (detention/retention basins, swales, catch basins, oil/water separators, etc.) must be maintained by the owner for the lifespan of the equipment.**



Erosion Control Permit Process





CITY OF SWEET HOME EROSION CONTROL PROCESS

EVERY CONSTRUCTION SITE REQUIRES AN EROSION CONTROL PLAN REGARDLESS OF SIZE.

Submit Building Permit Package. Include Erosion Control Site Plan with permit packet.

Erosion Control Plan is reviewed as part of Building permit issuing process. Erosion Control Permit requirements are based on site conditions and size.

Erosion Control Plan is approved once conditions are met. Building Permit with Erosion Control Permit is issued. Erosion Control permit attached to Building Permit packet.

Building Permit issued. Erosion control measures are placed per submitted Erosion Control Plan. **BEFORE ANY WORK IS COMPLETED EROSION CONTROL MEASURES MUST BE INSPECTED.**

Why Do I need an Erosion Control Site Plan?

In order to prevent pollution related to construction projects and meet state and federal requirements, the City of Sweet Home requires an Erosion Control Site Plan (ECSP) for each project. The ECP is submitted with the Building Permit Application Packet and is approved for construction by the City of Sweet Home.

Permit Types

Minor Erosion Control Permit - 2,000 - 10,000 sqft - \$50.00
Plan required

Major Erosion Control Permit - 10,000 sqft - 1 acre - \$75.00
Plan required

Any construction site over 1 acre also requires a DEQ 1200-C permit.

What triggers an ENGINEERED PLAN?

- Parcel is part of a land use action under SHMC 17.90
- >5 acres disturbed
- Slopes >15%
- Highly erodible soils
- Adjacent to wetlands, creeks, catch basins, ditches and other sensitive areas.
- Discretion of City Engineering Staff

What is an Erosion Control Site Plan?

An Erosion Control Site Plan is the primary document specifying the necessary requirements for minimizing impacts related to erosion and sedimentation and shall be available on the construction site for review. See back for an example.



SF- Silt Fence/Earth Berm etc.

CE- Gravel Construction Entrance

SUB- Sidewalk Subgrade Barrier

IP- Inlet Protection

BZ- Buffer Zone

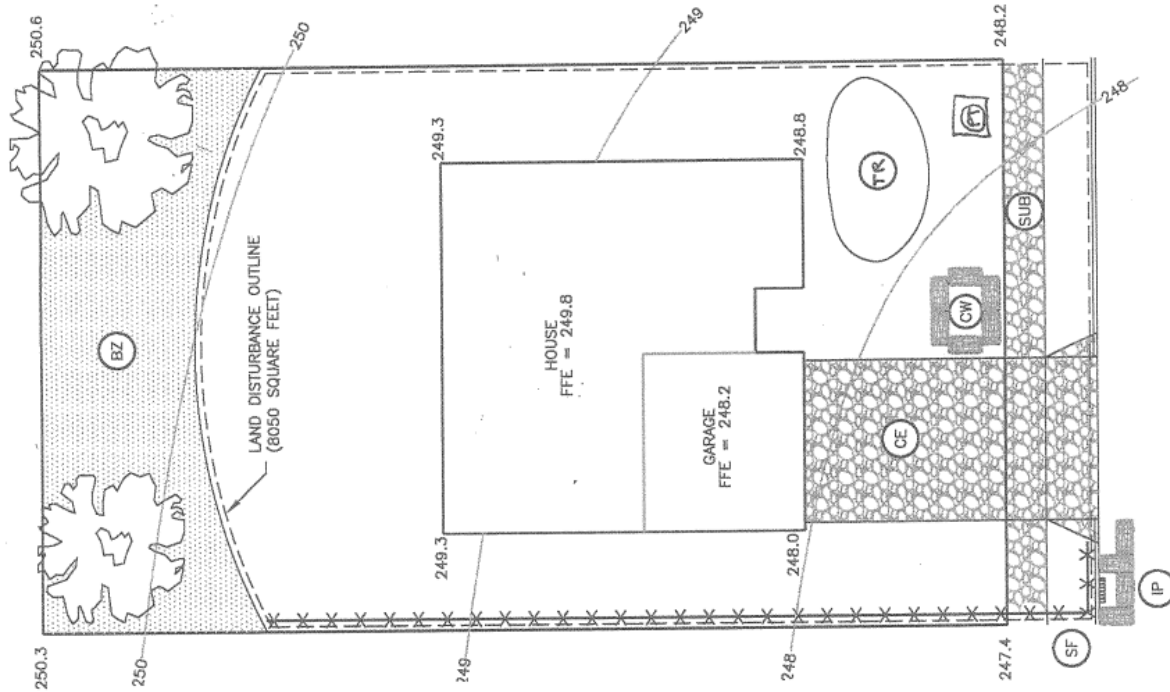
CW- Concrete Washout

TR- Trash/Waste Containment

PT- Portable Toilet

EROSION CONTROL NOTES:

1. AREAS DELINEATED ON THE PLAN AS A "BUFFER ZONE" SHALL BE CLEARLY MARKED IN THE FIELD WITH ORANGE CONSTRUCTION FENCING PRIOR TO THE START OF ANY GROUND DISTURBING ACTIVITIES.
2. A STABILIZED GRAVEL CONSTRUCTION ENTRANCE SHALL BE INSTALLED AS FIRST SITE ACTIVITY.
3. EROSION CONTROL MEASURES SHALL BE INSPECTED DAILY AND MAINTAINED AS NECESSARY TO ENSURE THEIR FUNCTION.
4. EROSION CONTROL MEASURES SHALL BE KEPT IN PLACE UNTIL PERMANENT GROUND COVER IS ESTABLISHED.



**SINGLE FAMILY RESIDENCE
TYPICAL EROSION PREVENTION AND SEDIMENT CONTROL PLAN**

This plan is for a small single family residence (not requiring an engineered plan) only.