

Soil Erosion and Sediment Control Plan Review
North Cook Soil and Water Conservation District
(847)-468-0071

FOR OFFICE USE ONLY	SWCD Application No.:
Meets technical standards _____ Does not meet technical standards _____	
Date all Information received: _____	Reviewed by: _____ Fee Paid: _____ Check No.:
In-Stream: yes <input type="checkbox"/> no <input type="checkbox"/>	

	APPLICANT (Owner/Developer)	Erosion Control Consultant/Engineer
Business Name		
Address City/State/Zip		
Contact Name		
E-Mail Address		
Phone		
Fax		

Current Project Name and Phase number: _____ **Location (Municipality):** _____

Job site contact person: _____ **E-Mail Address:** _____

On site Contact's Phone number: (_____) - _____ - _____ **Fax number:** (_____) - _____ - _____

Village/Municipal contact person: _____ **Phone #** (_____) - _____ - _____

Township, range, & section: _____ **Nearest Intersection:** _____

Proposed land use: _____ **Acreeage of disturbance:** _____

Army Corps application number (if applicable): _____

Construction start date: _____ **Anticipated construction completion date:** _____

The applicant agrees to the following conditions:

1. Submit all required information listed on the following pages for each phase of development, regarding the soil erosion and sediment control (SE/SC) plan.
2. Upon submittal of this application, pay the applicable fee (see the attached fee schedule), in accordance with total acres of disturbance to the original topography and/or vegetation, in-stream and wetland disturbance, and the length of the project.
3. If the NCCSWCD does not receive all required items within **30 days**, the item that has been submitted may be mailed back to you.
4. Notify representatives from the North Cook County Soil and Water Conservation District (NCCSWCD) of the pre-construction meeting.
5. Allow a NCCSWCD, NRCS, or Army Corps of Engineers District representative the right to conduct on-site investigations throughout all active construction phases to determine whether all necessary SE/SC practices have been installed and are functioning properly.
6. Upon commencement of earthwork or construction, document SE/SC site inspections with all information being accurate and complete.
7. Comply with the North Cook County SWCD's written and verbal recommendations regarding:
 - A. The SE/SC plan and corrections or changes made thereto.
 - B. Installation and maintenance requirements of the SE/SC practices on-site.
8. Pay additional costs incurred by the SWCD in response to repeated non-compliance issues.
9. If any changes occur to the plans, schedules, etc., the applicant shall be responsible for notifying the North Cook Soil and Water Conservation District.

Upon receipt of all required information, the SE/SC plan will be reviewed within **15 working days** and all involved parties will be notified whether or not the plan meets technical standards

Applicant's Signature: _____ **Date:** _____

Fee Calculator and Worksheet

Step 1: Review Fee		
Acres of disturbance*	_____	Line 1
Enter review fee using table 1	\$ _____	Line 2
Step 2: Inspection Fee		
Length of project (years)	_____	Line 3
Enter inspection fee using table 1	\$ _____	Line 4
Multiply line 3 and line 4	\$ _____	Line 5
Step 3: In-Stream or Stream-Side Work Fee (If not applicable, enter \$0 in line 7 and go to step 4)		
Length of Work (months – round up)	_____	Line 6
Enter fee using table 2	\$ _____	Line 7
Step 4: Linear Project** (If not applicable, enter \$0 in line 10 and go to step 5)		
Enter the number of impacted wetlands on line 8	_____	Line 8
Wetland impact fee	\$ _____	Line 9
Multiply line 8 and line 9	\$ _____	Line 10
Step 5: Total Fee		
Sum lines 2, 5, 7, and 10	\$ _____	Line 11
<i>*For all projects above 500 acres in size or any other unique project as determined by the NCCSWCD Board of Directors, a modified fee schedule will be developed on an individual basis, based upon the size, scope, complexity, and duration of the project.</i>		
<i>**Linear projects refer to roadway or utility projects</i>		
<i>Please remit this worksheet with your payment.</i>		

Total Fee = Review Fee + (Inspect fee X project length in years) + In-Stream Fee* + Utility Fee*
 For a fee calculator, see next page. *if applicable

Site Plan Checklist

The soil erosion and sediment control plan cannot be reviewed until all of the following information is submitted for each upcoming active construction phase:

1. Existing site conditions and natural resources present, including:

- _____ Site boundaries and adjacent lands which accurately identify site location.
- _____ Buildings, roads and utilities.
- _____ Topography, vegetation, drainage patterns, subwatershed delineation, critical erosion areas, and any subsurface drainage tiles.
- _____ Wetland and floodplain delineation. Please show the boundaries on the construction plans.
- _____ Adjacent areas that affect or are affecting the project site, e.g. drainage onto or through the site affecting wetlands, streams, lakes, and drainage areas downstream.
- _____ Vicinity map.
- _____ Show areas where trees and vegetation are to be preserved.
- _____ Map legend, including north arrow and scale on all materials submitted.

2. Final site conditions, including:

- _____ An accurate depiction of post-construction appearance, e.g. utilities, roads, buildings, open space.
- _____ Locations, dimensions, cross sections and elevations of all (temporary and permanent) stormwater management facilities (including sediment basins), plus inlet and outlet locations.
- _____ Surface flow direction, including sheet flow and concentrated flow direction.
- _____ Post-construction topography, **final contours should be easily distinguished** (2 foot contour is preferred) including subwatershed delineations.

3. A complete soil erosion and sediment control plan, including:

- _____ Location and detailed drawings of all permanent and temporary soil erosion and sediment control practices.
- _____ A schedule outlining the installation of the practices with the responsible parties identified.
- _____ Inspection, and maintenance schedules with responsible parties identified.
- _____ Seeding information: rates, species, dates, fertilization, temporary or permanent.
- _____ Location and dimension of all temporary soil and aggregate stockpiles.
- _____ Details and plan concerning construction site dewatering.

4. Locations, dimension & phase timeline of all land disturbing activities, including:

- _____ Designate construction limits, areas that will be disturbed and areas of wetland fill.
- _____ Describe grading and building schedule and phasing timeline.
- _____ Create and Submit a construction sequence for any in-stream work and/or critical areas.

Narrative Checklist

The soil erosion and sediment control plan cannot be reviewed until all of the following information is submitted for each upcoming active construction phase:

- _____ **Project description** - Briefly describes the nature and purpose of the land disturbing activity, and the area (acres) to be disturbed.
- _____ **Existing site conditions**- A description of the existing topography, vegetation, drainageways, subsurface drain tile, buildings, roads and utilities.
- _____ **Adjacent areas** - A description of neighboring areas such as streams, lakes, residential areas, roads, etc. which might be affected by the land disturbance. Describe any adjacent or neighboring activities that may affect the soil erosion and sediment control plan.
- _____ **Off-site areas**- Will any other areas be disturbed? Describe any off-site land disturbing activities.
- _____ **Critical areas** - A description of areas on the site which have potentially serious problems, e.g. steep or long slopes, channels, intermittent streams, and side hill seeps.
- _____ **Soil erosion and sediment control measures**- A description of the methods which will be used to control erosion and sedimentation on the site. Control methods should meet the standards in section 4 of the Illinois Urban Manual.
- _____ **Construction Sequence**- A sequence of events for construction in and near creeks, streams, or other critical areas.
- _____ **Permanent stabilization**- A brief description including specifications of how the site will be stabilized after construction is completed.
- _____ **Calculations**- Detailed calculations for the design of temporary sediment basins, permanent stormwater detention basins, diversions, channels, etc.. Include pre and post development runoff.
- _____ **Detail drawings**- Include detail drawings from the Illinois Urban Manual. Any structural practices used that are not referenced to the Illinois Urban Manual or local handbooks should be explained and illustrated with detail drawings.
- _____ **Operation and Maintenance** - Provide a schedule of maintenance for all temporary and permanent erosion and sediment control practices to ensure that they perform properly. Identify the parties responsible for maintenance.