



Small Project Erosion Prevention & Sediment Control (EPSC) Plan

This questionnaire, at a minimum, is required to accompany all zoning or building permit applications which involve 400 sq. ft. or more of land disturbance. If your project meets one of the following categories, do not submit this form. You must submit the "Standard" EPSC Form:

- on properties other than single family (R1) or duplexes (R2) that require a level II or III Certificate of Appropriateness or Major Impact zoning applications and involve 5000 sq. ft. or more of earth disturbance; or
- any activity where a zoning permit is not required but where the project involves 10,000 sq. ft. or more of earth disturbance; or
- if requested by the Stormwater Program due to project characteristics such as slope, soils or proximity to drainage structures or waterbodies.

For this Small EPSC form, please also provide a simple site plan indicating the locations of all erosion prevention and sediment control measures (silt fence, hay bales etc).

Single family or duplex properties with greater than 2500 sq. ft. of total impervious surfaces, that are adding more impervious, will also be required to submit a Residential Stormwater Management Questionnaire. All other projects involving redevelopment or addition of impervious surface must submit the stormwater management pre-screening form (attached) for evaluation or meet with the Stormwater Program to determine the stormwater management requirements for your project.

1. Project Location _____

2. Brief Project Description (i.e. house foundation, swimming pool)

3. Owner Name: _____

4. Owner Mailing Address: _____

5. Owner Phone: _____ 6. Owner email: _____

7. Contractor Name: _____

8. Contractor Phone: _____ 9. Contractor Email: _____

10. Estimated Project Start Date _____ Estimated End Date _____

11. Area of Land Disturbance _____ sq. ft.

12. Existing Impervious: _____ sq. ft. Proposed impervious: _____ sq. ft.

13. Site plan/sketch MUST BE ATTACHED TO THIS FORM showing the following:

<input type="checkbox"/> Limits of disturbance	<input type="checkbox"/> Direction of stormwater flow on site
<input type="checkbox"/> Location of stockpiles (if any)	<input type="checkbox"/> Location of sediment control BMP's (silt fence etc.)

EPSC QUESTIONNAIRE (See last page for typical solutions to these questions)

A) Nature of all site disturbances (check all that apply):

- Underground utility trench(es) curb cut/driveway foundation cut/fill/regrading landscaping
 other _____

B) Do you anticipate the need for any dewatering of excavations during the construction? Yes No

- If yes, how will the pumped water be managed or filtered to prevent the discharge of dirty water?

C) Will excavated soil be stockpiled on the site? Yes No

- If yes, how long will the stockpile be on site? (i.e. 1 day, 1 week) _____

How do you propose to control erosion of the stockpile? _____

- If no, where is the ultimate disposal of excess soil? _____

D) How do you propose to prevent sediment from leaving the site and entering nearby city sidewalks/streets and storm drains and/or lakes, rivers and streams? (see page 4 for examples)

E) Do you plan to park construction vehicles on or disturb City owned property like the greenbelt area? Yes No

- If yes, tell us how you agree to repair all disturbances or damage to City owned property and provide a written approval from the City allowing construction vehicles to park on City owned property.

- If no, then please monitor all construction and visitor vehicles and advise all not to park on City owned property.

F) How do you propose to either prevent or clean sediment generated from construction vehicles and activities that becomes deposited on City streets, sidewalks, or bikepaths and how frequently this will be done.

G) Will stockpiles or disturbed soils be present and/or exposed after Nov. 1st of any construction year? Yes No

- If yes, tell us how you plan to stabilize any stockpile and/or disturbed soils.

Do you agree to abide by the following conditions?

Y N Applicant will call 863-4501 or email stormwater@burlingtonvt.gov at least 24 hours prior to initiating earth disturbance and submit the name and contact (cell phone and email) of the erosion control coordinator for the project

Y N Applicant will post the notice in a visible location

Y N I acknowledge that it is the responsibility of the owner and his/her representatives to ensure that:

- sediment does not enter surface water bodies (streams, ditches, ponds, lakes, wetlands etc.)
- sediment does not enter City conveyance infrastructure (catch basins, sewers etc.) and
- All sediment must be removed from the city ROW (sidewalks and roadways) by the end of each work day.

- Y N Sediment control measures will be installed prior to the initiation of earth disturbance.
- Y N During the non-winter construction season (April 15 – November 1): After an initial 14 day period of initial disturbance, temporary or permanent stabilization (mulching, erosion control matting or tarps for stockpiles, or other approved method) of exposed areas and stockpiles will occur at the end of each work day unless:
- Earthwork is to continue in the area within the next 24 hours and there is NO liquid precipitation forecast for the next 24 hours; or
 - If work is occurring in a self contained excavation (no outlet) with a depth of 2 feet or greater (e.g. house foundation excavation or utility trenches).
- Y N During the winter construction period from November 1 to April 15, any new disturbance must be temporarily or permanently stabilized (mulching, erosion control matting or tarps for stockpiles, or other approved method) will occur at the end of each work day unless:
- Earthwork is to continue in the area within the next 24 hours and there is NO liquid precipitation forecast for the next 24 hours; or
 - If work is occurring in a self-contained excavation (no outlet) with a depth of 2 feet or greater (e.g. house foundation excavation or utility trenches)
- Y N The perimeter of the site and all BMPs will be inspected at the end of each workday to ensure that sediment will not leave the site. If sediment has travelled beyond the site boundary, it shall be swept up or otherwise removed and deposited on-site in an upgradient area at the end of each work day.
- Y N The owner and his/her representatives shall abide by the best management practices (BMPs) indicated in this plan and conditions and in the Vermont DEC Low Risk Site Handbook for Erosion Prevention and Sediment Control (2006). Contact 802-540-1748 for a hard copy or go to the web:
http://vtwaterquality.org/stormwater/docs/construction/sw_low_risk_site_handbook.pdf
- Y N If soils will be exposed after November 1st and winter construction has not been permitted the project will notify DPW prior to October 15th. If the project is completed during the winter months, an additional inspection will be required to ensure that the site is buttoned up for the winter.
- Y N Within 48 hours of reaching final grading, the exposed soil will be seeded and mulched or covered with erosion control matting (for slopes steeper than 3:1 or high wind prone areas). Erosion control matting is preferred.
- Y N The owner will contact DPW to schedule a stabilization inspection when site work is finished and stabilization measures (seeding and mulching or matting) have been installed.

AGREEMENT

By filling out and signing this plan, I agree to abide by the terms and conditions outlined above. Failure to follow this plan can result in a stop work order by the City of Burlington, fines, or both.

By: Owner Contractor Architect/Engineer

Name

Signature

Date

Additional Conditions of Approval:

Required Compliance Items:

- Notification of start/identification of EPSC responsible party
- Winter Stabilization Inspection (if applicable)
- Final Stabilization

AN EROSION PREVENTION AND SEDIMENT CONTROL PLAN

FOR THE PROJECT AT:

HAS BEEN FILED WITH THE CITY OF BURLINGTON
STORMWATER MANAGEMENT PROGRAM IN ACCORDANCE
WITH CHAPTER 26 OF THE BURLINGTON CODE OF ORDINANCES

THIS REQUIRES THAT MEASURES BE INSTALLED OR TAKEN TO
PREVENT SEDIMENT FROM LEAVING THE SITE AND ENTERING
WATERWAYS AND IMPACTING CITY INFRASTRUCTURE
(RIGHT OF WAY AND STORMDRAINS)

FOR QUESTIONS OR TO REPORT SEDIMENT LEAVING THE SITE
CALL 802-863-4501

This notice to be posted in full view at all times during earth
disturbance. Additional conditions on attached.

Plan Approved by: _____ Date: _____
Burlington Stormwater Program

TYPICAL SOLUTIONS TO PREVENT OR CONTROL SEDIMENT AND EROSION

STOCKPILES

- Cover small stockpiles with a tarp when not being used.
- Install silt fencing or other appropriate devices around the stockpiles to filter sediment.
- Cover stockpiles with straw or other approved mulching material.
- Plan to remove any unusable material as soon as possible from the site to an approved location.
- Plant grass and mulch stockpiles that will be on site for more than 14 days.
- Cover, vegetate or install erosion matting on stockpiles that will remain disturbed over the winter.

DISTURBED AREAS

- Maintain vegetated buffers around disturbed areas.
- Install silt fencing or other appropriate device to filter sediment washing off from disturbed areas. Remember that the bottom of the silt fence must be “keyed in” (dug into ground) to work correctly.
- To prevent sediment from running off your site via your driveway (or other paved areas where you can’t install silt fence) use a row of hay bales or tube sand.
- Cover disturbed areas as soon as possible with straw or other approved mulching material. Use erosion control matting in high wind, traffic or slopes steeper than 3:1 (horizontal to vertical), and follow the manufacturer’s guidelines staple the matting down.
- Plant grass and mulch or use erosion control matting all disturbed areas that will remain exposed for more than 14 days.
- Cover, vegetate or install erosion matting on areas that will remain disturbed over the winter.
- Protect ditches, catch basins or water bodies off-site by using silt fencing, gravel check dams or other approved sediment control methods.

CONSTRUCTION VEHICLES

- Do not park construction vehicles on City owned green space. Vehicles disturb vegetation and compact the soil, thereby reducing its ability to infiltrate stormwater. Any green belt disturbance will need to be permanently stabilized with grass seed and erosion control matting.
- Prevent sediment from leaving the project by cleaning the tires of vehicles, or use clean gravel at project access points to clean tires.
- Sweep city streets, sidewalks and bikepaths daily or as needed to remove sediment transported from the project.

RESOURCES

The Vermont Handbook for Erosion Prevention and Sediment Control at:

http://vtwaterquality.org/stormwater/docs/construction/sw_low_risk_site_handbook.pdf

The City of Burlington Stormwater Program Page at

<https://www.burlingtonvt.gov/DPW/Stormwater-Management/>

Burlington Department of Public Works

Stormwater Program

234 Penny Lane

Burlington, VT 05401

P.O. Box 878 (05402)

PH: 802-863-4501 Email: stormwater@burlingtonvt.gov



Residential (R1 & R2) Stormwater Management Plan

This questionnaire is required for single family detached dwellings or duplex properties where additional impervious surface is proposed and the total lot impervious surface area is greater than 2500 sq. ft. This form should be submitted directly to the DPW Stormwater Program above. If you need help completing this form, please contact stormwater@burlingtonvt.gov or 863-4501 for technical assistance.

YOU MUST INCLUDE A SKETCH OR SITE PLAN OF YOUR EXISTING AND PROPOSED SITE AND INCLUDE THE EXISTING AND PROPOSED FLOW PATHS OF STORMWATER ON YOUR PROPERTY

Project Location: _____

Impact Review: Impervious Surface Area Breakdown

Type of Surface	Area (sq. ft.)	
	Existing	Proposed
Total impervious surface		
Change in Total impervious surface		
Connected Impervious Surfaces		
Rooftop area that drains to impervious surface and runoff reaches city street or property boundary		
Driveway area that drains directly to city street or property boundary		
Walkway/Patio/Deck/other area that drains to impervious surface and runoff reaches city street or property boundary		
Total connected impervious		
Change in total connected impervious (proposed – existing)		
Disconnected Impervious Surfaces		
Rooftop area that drains to pervious surface where runoff soaks in		
Driveway area that drains to pervious surface where runoff soaks in before reaching the city street or the property boundary (or a driveway made of pervious material)		
Walkway/Patio/Deck/Other area that drains to pervious surface where runoff soaks in before reaching the city street or the property boundary (or is made of pervious material)		
Total disconnected impervious		
Change in total disconnected impervious (proposed – existing)		

Impervious surfaces are areas that prevent the infiltration of water into the ground and shall include, but not be limited to, roofs, patios, garages, storage sheds and similar structures. Impervious surfaces also include compacted dirt and gravel surfaces. Decks that allow water to seep through onto pervious surfaces can be considered disconnected.

Pervious surfaces are areas such as grass, clean gravel, pervious concrete, permeable pavers that allow water to infiltrate rather than runoff.

Mitigation Review:

The Burlington Stormwater Program reserves the right to request that specific measures or a specified volume of stormwater runoff be mitigated based on the overall impact of connected impervious on the site.

Is this a new home (including tear down and replacement)? Yes No

If yes, complete information below and contact stormwater@burlingtonvt.gov or 863-4501 for a required technical assistance meeting.

If no, please feel free to contact the Burlington Stormwater Program for additional technical assistance, but at a minimum, you must complete the information requested below:

How will increased stormwater runoff from any increase in impervious surface be managed to the maximum extent practicable? For information regarding these and other stormwater management practices visit:

http://www.vtwaterquality.org/stormwater/html/sw_LID.htm

- Removal of other impervious surface balances out addition
- Installation of green roof will minimize runoff from rooftop
- Runoff from rooftops will be directed to pervious green space
- Runoff from rooftops will be directed to rain barrels* for storage and gradual release or use
- Runoff from impervious surfaces will be directed to a rain garden*
- Driveway is/will be permeable (permeable pavers, grass pavers, pervious gravel driveway)
- Walkways is/will be permeable (permeable pavers, grass pavers, pervious gravel driveway)
- Driveway impervious surface and connectivity has been/will be minimized with use of strip driveway (2 strips of asphalt with grass strip down middle)
- Connected Impervious surface has been minimized (please explain)

- Other, please attach explanation

OWNER AGREEMENT

I attest that the information above is correct to the best of my understanding and that I will install the measures I have indicated or manage the runoff in a way to minimize the amount of stormwater runoff from my property. I understand that the City has the right to inspect my property to ensure that the measures have been installed and that failure to abide by the measures above may constitute a violation of Chapter 26 and my authorization to discharge stormwater to the City Stormwater conveyance system.

By:

Printed Name

Signature

Date

Plan Approved by: _____
Burlington Stormwater Program

Date: _____

* Visit <https://www.burlingtonvt.gov/DPW/Get-Involved> for stormwater workshops and/or rebate opportunities that may assist in the installation/purchase of these stormwater management measures.

Burlington Department of Public Works

Stormwater Program

234 Penny Lane

Burlington, VT 05401

Mail: P.O. Box 878, Burlington, VT 05402

PH: 802.863-4501 Fax 802.864.8233 Email: stormwater@burlingtonvt.gov



Stormwater Management Plan Definitions

Stormwater Questionnaire Definitions:

Disconnected impervious = runoff from this type of impervious (paved, unpaved parking, roof top, driveway, walkway) that drains to a vegetated surface (pervious) and has a reasonable chance of soaking in before it gets to the property line.

- examples
 - runoff that comes off a drip line and lands on grassed surface or planting bed
 - runoff that goes to a gutter, but where the downspout drains to a vegetated area
 - runoff that goes into a rain barrel where the rain barrel is attached to a hose that is used on pervious
 - a driveway or walkway which is graded in such a way that the runoff goes off the side onto grassy area

Connected impervious = runoff from this type of impervious (paved, unpaved parking, rooftop, driveway, walkway) that drains to another impervious surface and therefore DOES NOT have a reasonable chance of soaking in before it gets to the property line.

- examples
 - runoff that comes off a drip line and lands on paved surface which drains to the roadway or City sidewalk or another property
 - runoff that goes to a gutter, but where the downspout drains to the driveway or parking area
 - a driveway or walkway which is graded (sloped) towards the City Road or sidewalk

* Visit <https://www.burlingtonvt.gov/DPW/Get-Involved> for stormwater workshops and/or rebate opportunities that may assist in the installation/purchase of these stormwater management measures.



Stormwater Management Plan Pre-Screening

Please provide the following information to the Stormwater Program (stormwater@burlingtonvt.gov, ph: 863-4501) in order to determine what the requirements will be for your project.

- General Information
 - Project Address:
 - Owner:
 - Engineer:
 - Brief project description:

- Stormwater Management Plan
 - Impervious¹ change summary

Condition	Type	Total Impervious (s.f.)
Existing Conditions	Existing Impervious	
Proposed	Total Proposed (1+2+3)	
	1) New ²	
	2) Existing to Remain	
	3) Redeveloped	
Net New	Total Proposed – Existing	

If available at this time:

- Existing conditions: *description of existing conditions, description of existing stormwater system, existing drainage issues, current connectivity to City system*

- Proposed Conditions: *description of proposed conditions, brief description of proposed stormwater system, proposed method of discharge to receiving water or City system (overland flow, direct connection via pipe, existing or new manhole or CB)*

¹ Impervious = any surface off of which water runs off rather than infiltrates, including, but not limited to rooftops and paved/unpaved (gravel/packed dirt) driveways, walkways and patios

² Impervious where there is not currently impervious