



CITY OF DUBLIN

Division of Engineering
5800 Shier Rings Road • Dublin, OH 43016
Phone: 614-410-4600 • Fax: 614-761-6506

Memo

To: Excavators, Developers, and/or Builders
From: Paul A. Hammersmith, P.E., Director of Engineering/City Engineer
Date: August 6, 2009

Re: Requirements for Erosion and Sediment Control Measures
Effective Date – August 17, 2009

In an effort to reduce erosion and the amount of sediment pollution generated from the construction on residential lots and commercial sites during rainfall events, the City of Dublin will be requiring that residential lots and construction sites submit an erosion and sediment (E&S) control plan with any new application for building permit. Administrative Policy and Procedure 09-032 outlines the applicability and requirements for E&S control measures for construction projects in Dublin. A copy of the policy is attached for your use. The developer/builder shall designate a person responsible for the E&S controls on site. This person will be responsible for calling the City to request the initial E&S controls inspection and ensuring the necessary monitoring and maintenance of controls are routinely performed.

- ❖ **Residential Lots:** The E&S control plan should indicate the pollution prevention measures that will be implemented with the residential lot site work to provide compliance with the Stormwater Management and Stream Protection Code of the City and any applicable Ohio Environmental Protection Agency (OEPA) requirements. Applicants shall indicate proposed E&S controls on the plot plan submitted for building permit approval. At the time of or prior to the sanitary sewer tap inspection, the City will also be inspecting the E&S controls. After the initial inspection, the individual, as designated by the developer/builder, shall be responsible for routinely monitoring, maintaining and documenting the E&S controls until final occupancy is granted. Engineering Inspectors will be inspecting all residential lots periodically, at least monthly, for compliance with the approved E&S control plan.
- ❖ **Commercial Sites:** In addition to the previously required plan submissions, the City will be inspecting all commercial job sites periodically, at least monthly, for compliance with the approved E&S control plan.

For all lots and sites, items that are not properly installed or maintained will be required by the City to be corrected in an appropriate timeframe. If the corrective actions are not satisfactorily completed, the City may issue a Notice of Violation pursuant to Dublin City Code Section 153 and proceed with other enforcement remedies as provided by Code.

Please see the attached documents for an explanation and example of the Construction Site Erosion Control Inspection Checklist. Additional information can also be found at the following website:

<http://www.dublin.oh.us/engineering/stormwater/index.php>

Please contact Kristin Yorke, P.E. – Civil Engineer at (614)-410-4657 or Dean Saunders - Engineering Inspector at (614) 410-4623 with any questions that you may have.



Construction Site Erosion Control Inspection Checklist Explanation

The following is a list of items that provide guidance on necessary erosion and sedimentation control activities during construction on residential lots and commercial sites. These items are requirements for the site and will be enforced accordingly. For further guidance please refer to the City of Dublin Stormwater Design Manual and the Ohio Department of Natural Resources (ODNR) Rainwater and Land Development Manual.

I. Items Required Prior to Grading or Excavation

- A. Areas of natural vegetation intended to be preserved shall be delineated by installing tree protection fencing. These areas shall be maintained and protected during construction.
- B. One appropriate gravel or crushed rock construction entrance shall be installed per the approved plan. Unless previously approved by the City, construction vehicle access shall be limited to this one point of access.
- C. The erosion and sediment (E&S) controls shall be installed per the approved E&S control plan. Silt fence or other sediment barriers shall control sheet flow runoff from the lots/sites. These E&S controls shall not be constructed in channels or in areas of concentrated flow. Initial inspection is required prior to any other inspections on the site, however it can be completed at the same time as the sanitary sewer tap inspection.

II. Items Required During Construction Activity

- A. All E&S control measures shall be maintained and kept in good working condition during construction and until permanent vegetation is established.
- B. Any soil stockpiles created shall be situated away from street, swales, or other waterways and shall be seeded or mulched immediately.
- C. Mud tracked onto streets shall be removed as needed or directed. It shall **NOT** be washed off paved surfaces or into storm drains. Any sediment removed shall be placed in a location that is not subject to erosion or concentrated runoff.
- D. On commercial sites, temporary seed and/or mulch shall be applied to areas, such as stockpiles and rough graded areas, that are denuded and will not be reworked for 21 days or more. If the disturbed area is within 50 feet of a stream and not at final grade, the area shall be stabilized within 2 days of the most recent disturbance.

III. Items After Final Grading and for Site Completion/Occupancy

- A. Once the site has reached final grade elevations, the lot/site shall be stabilized with seed, sod, or other permanent landscaping materials. Any overgrading onto adjacent lots shall be restabilized with seed or sod.
- B. Once the site is stabilized, all temporary sediment controls shall be removed.



Construction Site Erosion Control Inspection Checklist

CITY OF DUBLIN
Site Address: _____

Applicant: _____ Company: _____

Lot #: _____ Application #: _____ Subdivision: _____

Prior to Grading and Construction Operations			
Action	Weather	Date Complete	Checked By
Protected areas marked			
1.) Tree protection fence installed delineating tree protection zones, no-disturb zones, or other areas to be protected during construction.			
Initial sediment and erosion control measures installed			
2.) Sediment and erosion control measures installed per approved lot erosion control plan.			
3.) Stone construction entrance installed prior to grading, excavation or delivery of materials.			

Site Preparation Through Building Construction			
Action	Weather	Date Complete	Checked By
Topsoil Removal (if applicable)			
4.) Topsoil removed and stockpiled, seeding of stockpile immediately.			
Ongoing maintenance during building construction			
5.) Silt fence or straw waddle checked for proper installation and any sediment removal as needed.			
6.) Street sweeping required to remove dirt or debris from roadway. Identify the area designated for street sweeping debris.			
7.) Erosion control measures replaced or cleaned as needed.			
8.) Temporary stabilization established as needed.			

Final Grading, Final Stabilization, and As-Built Verification			
Action	Weather	Date Complete	Checked By
Final Grading			
9.) Final grading complete and as-built survey received and verified.			
Final Stabilization			
10.) Permanent seeding/sodding completed within 7 days of reaching final grade.			
11.) Sediment controls removed once vegetation is established.			

