



Application fee: \$ \_\_\_\_\_

Receipt No. \_\_\_\_\_

Date \_\_\_\_\_

Staff \_\_\_\_\_

**CONSTRUCTION SITE EROSION CONTROL PERMIT NO. \_\_\_\_\_**

Date of Application \_\_\_\_\_

Site Address \_\_\_\_\_

Plat Name \_\_\_\_\_

Certified Survey Map \_\_\_\_\_

Lots No. (s) \_\_\_\_\_

**Permit Conditions:**

- (a) Permittee shall notify the Director of Public Works 48 hours prior to commencing any land disturbing construction activity.
- (b) Permittee shall notify the Director of Public Works of practice installation within 5 days of installation.
- (c) Permittee shall obtain permission in writing from the Director of Public Works prior to any modification pursuant to § 123.08(3) of the erosion and sediment control ordinance.
- (d) Permittee shall install all practices as identified in the approved erosion and sediment control plan.
- (e) Permittee shall maintain all road drainage systems, stormwater drainage systems, BMPs and other facilities identified in the erosion and sediment control plan.
- (f) Permittee shall provide the Director of Public Works with a 24 hour emergency name and telephone number.
- (g) Permittee shall repair any siltation or erosion damage to adjoining surfaces and drainage ways resulting from land disturbing construction activities and document repairs in a site erosion control log. Remove accumulated sediment from downstream culverts, storm sewers, and other drainage facilities.
- (h) Permittee shall inspect the practices within 24 hours after each rain of 0.5 inches or more which results in runoff during active construction periods, and at least once each week, make needed repairs and document the findings of the inspections in a site erosion control log with the date of inspection, the name of the person conducting the inspection, and a description of the present phase of the construction at the site.
- (i) Permittee shall allow the Director of Public Works to enter the site for the purpose of inspecting compliance with the erosion and sediment control plan or for performing any work necessary to bring the site into compliance with the control plan. Permittee shall keep a copy of the erosion and sediment control plan at the construction site.

**APPLICANT  
MUST FILL  
IN BOXED  
AREA**

Owner \_\_\_\_\_  
(please print or type full name)

Address \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature or Owner or Authorized Representative

Area of Land Disturbance (Square Feet) \_\_\_\_\_

SPECIAL CONDITIONS: \_\_\_\_\_

CONDITIONAL APPROVAL: \_\_\_\_\_

Administrative Authority	Title	Date
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Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The Director of Public Works may extend the period one or more times for up to an additional 180 days. The Director of Public Works may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this ordinance.



## Construction Site Erosion Control Plan Application Checklist For Sites Less Than One Acre

**Project Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Permit #:** \_\_\_\_\_

*Please check the appropriate box: I = Included; NA = Non-Applicable*

*(If "NA" is checked, an explanation must be entered.)*

Plan Requirement	I	NA	Explanation/Location in Plan
<b>A. Submittal Requirements</b>			
1. Permit Application Form			
<b>B. Site Drawing</b>			
1. North Arrow			
2. Delineation of Proposed Land Disturbance Area			
3. Existing/Proposed Site Information			
a. Buildings, roads, access drives			
b. Property lines			
c. Drainage Ways			
d. Water bodies			
e. Trees			
f. Culverts			
g. Other structures within 50 feet of prop. Disturbance			
h. Direction/Grade of slopes before/after disturbance			
<b>C. Narrative</b>			
1. Description of site and nature of construction activity			
2. Construction start and end dates			
3. Description and location of all temporary control practices			



Preserving Yesterday's Heritage for Tomorrow.

**Town of Cedarburg  
Construction Site Erosion Control Plan  
Application Checklist  
For Sites Greater Than One Acre**

Date: \_\_\_\_\_

Permit #: \_\_\_\_\_

Project Name: \_\_\_\_\_

Please check the appropriate box: I = Included; NA = Non-Applicable

(If "NA" is checked, an explanation must be entered.)

Plan Requirement	I	NA	Explanation/Location in Plan
<b>A. Submittal Requirements</b>			
1. Permit Application Form			
<b>B. Predevelopment Site Conditions Mapping</b>			
1. Location Map			
2. Soils Survey Map			
3. Existing Land Use Mapping			
4. Predeveloped Site Conditions			
a. Existing Contours			
b. Property lines			
c. Existing flow paths and direction			
d. Outlet locations			
e. Drainage basin divides and subdivides			
f. Existing drainage structures on and adjacent to the site			
g. Nearby Watercourses			
h. Lakes, streams, wetlands, channels, ditches, etc.			
i. Limits of the 100-year floodplain			
<b>C. Proposed Site Grading and Erosion Control Plan</b>			
1. Boundaries of the construction site.			
2. Drainage Patterns/slopes after grading activities			
3. Areas of land disturbance			
4. Locations of structural and nonstructural controls			
5. Drainage basin delineations and outfall locations			
<b>D. Drawings/Details</b>			
1. Practice Location/Layout/Cross Sections			
2. Construction Details			
<b>E. Calculations, as required to demonstrate ordinance compliance</b>			
<b>F. Narrative</b>			
1. Name of receiving waters			
2. Site Description/Nature of construction activity			
3. Sequence of Construction			
4. Estimate of site area and disturbance area			
5. Pre- and postdeveloped runoff coefficients			
6. Description of proposed controls, including			
a. Interim and permanent stabilization practices			
b. Practices to divert flow from exposed soils			
c. Practices to store flows or trap sediment			
d. Any other practices proposed to meet ordinance			