



**POULTRY HOUSE SEDIMENT & STORMWATER STANDARD PLAN
CHECKLIST**

DATE RECEIVED: _____

PROJECT NUMBER: _____

PROJECT NAME: _____

General Information:

1. _____ All plans should be submitted on 24" x 36" (minimum) sheets unless otherwise approved.
2. _____ Provide a north arrow on all plans.
3. _____ All plan views and cross section views shall be to a defined scale (maximum of 1" : 50').
4. _____ Provide a scale bar for all plan views.
5. _____ Provide names of adjacent property owners in plan view.
6. _____ Provide existing and proposed contours based on NAVD 88 vertical datum at one (1) foot intervals (2 foot intervals can be provided for offsite drainage information based on the latest Lidar information).
7. _____ All detailed plans submitted for review shall be prepared, signed, dated and sealed by a Licensed Professional in the State of Delaware.
8. _____ For final approval, the following items shall be submitted:
 - a. _____ Completed NOI and associated fee must be submitted to DNREC.
 - b. _____ Provide a wetland permit when construction of a stormwater facility will impact State and/or Federal wetlands.
 - c. _____ Provide an approval letter from the DNREC Drainage Section or DeIDOT for any encroachment or change in runoff discharge to an existing tax ditch, adjacent right-of-way or roadside swale.
9. _____ Project Header:
 - a. _____ Project Name
 - b. _____ Title of Plan Set: Poultry House Sediment & Stormwater Standard Plan (to duplicate in the title block on each sheet)
 - c. _____ Project Location (including watershed, hundred, town, county, etc., as applicable).
 - d. _____ Project tax map identification number(s).
10. _____ Legend indicating plan symbols and lines, including but not limited to, soils, drainage area information, grading and site information.
11. _____ Provide a vicinity map with a scale appropriate to project size, and indicate the site boundary within the map. The map shall be no smaller than 4"x4" in size and shall clearly indicate at least one intersecting road.
12. _____ Project Notes:
 - a. Parcel Data:
 - i. _____ Project tax map identification number(s)
 - ii. _____ Site Address (or Nearest Intersecting Street and Distance between)
 - iii. _____ Existing Site Area (acres)
 - iv. _____ Proposed Site Area (acres)
 - v. _____ Existing Wetland Area (if applicable)
 - vi. _____ Proposed Total Limit of Disturbance (acres)
 - vii. _____ Flood Zone and FEMA map #

viii. Soil Information (NRCS soil descriptions)

- b. Contact Data: name, mailing address and telephone number of owner
13. _____ Include a signed Owner's Certification that states "I, the undersigned, certify that all land clearing, construction and development shall be done pursuant to the approved plan and that responsible personnel (i.e., Blue Card Holder) involved in the land disturbance will have a Certification of Training prior to initiation of the project, at a DNREC sponsored or approved training course for the control of erosion and sediment during construction. In addition, I grant the DNREC Sediment and Stormwater Program and/or the relevant Delegated Agency the right to conduct on-site reviews, and I understand my responsibilities under the NPDES Construction General Permit, as referenced on this Coversheet." This must be signed in ink on each plan submitted or on an original reproducible. Include the owner's name and title printed under the signature line.
14. _____ If it is determined that a wetland delineation is required onsite, include a Wetland Certification, signed in ink, stating the site has been examined to both State and Federal requirements. The following shall be used unless an alternate has been approved: "This property, tax map #XXX, has been examined by [company name] for the presence of Waters of the United States, including wetlands (Section 404 and Section 10), wetlands for the wetland conservation provisions of the Food Security Act of 1985 if applicant is a USDA participant, State subaqueous lands and State regulated wetlands as established by the reviewing agencies in the form of manuals, policies and procedures in place at the time that the investigation was conducted. The wetland information contained in this plan set is in accordance with this criteria [or, There were no wetlands found within the subject property], per State JD #XXX and/or Army Corps JD #XXX and USDA Natural Resources Conservation Service Letter, Map, and Form NRCS-CPA-026 dated XX/XX/XX [as applicable].
15. _____ Include a signed Licensed Professional Certification that states "I hereby certify that this plan has been prepared under my supervision and to the best of my knowledge complies with the applicable state and local regulations and ordinances."
16. _____ Provide a minimum 3"x5" clear area for an approval stamp on the right third of the coversheet.
17. _____ Include the following Standard Sediment and Stormwater Construction Notes:
- a. _____ "The Sussex Conservation District Sediment and Stormwater Program must be notified in writing five (5) days prior to commencing with construction. Failure to do so constitutes a violation of the approved Sediment and Stormwater Management Plan."
 - b. _____ "Review and or approval of the Sediment and Stormwater Management Plan shall not relieve the contractor from his or her responsibilities for compliance with the requirements of the *Delaware Sediment and Stormwater Regulations*, nor shall it relieve the contractor from errors or omissions in the approved plan."
 - c. _____ "If the approved plan needs to be modified, additional sediment and stormwater control measures may be required as deemed necessary by DNREC or the Delegated Agency".
 - d. _____ "Following soil disturbance or redistribution, permanent or temporary stabilization shall be completed for all perimeter sediment controls, soil stockpiles, and all other disturbed or graded areas on the project site within 14 calendar days unless more restrictive Federal requirements apply."
 - e. _____ "All erosion and sediment control practices shall comply with the *Delaware Erosion and Sediment Control Handbook*, latest edition."
 - f. _____ "At any time a dewatering operation is used, it shall be previously approved by the Agency Construction Site Reviewer for a non-erosive point of discharge, and a dewatering permit shall be approved by the DNREC Well Permitting Branch."
 - g. _____ "Approved plans remain valid for 3 years from the date of approval."
 - h. _____ "Post construction verification documents are to be submitted to the Sussex Conservation District Sediment and Stormwater Program within 60-days of stormwater management facility completion."

- i. _____ "Approval of a Sediment and Stormwater Management Plan does not grant or imply a right to discharge stormwater runoff. The owner/developer is responsible for acquiring any and all agreements, easements, etc., necessary to comply with State drainage and other applicable laws."
- j. _____ "The Notice of Intent for Storm Water Discharges Associated with Construction Activity under a NPDES General Permit for this project is #_____ (to be filled in once received). At any time the ownership for this project changes, a Transfer of Authorization or a Co-Permittee Application must be submitted to DNREC. The permittee of record shall not be relieved of their responsibilities until a Notice of Termination has been processed by DNREC."
- k. _____ "The owner shall be familiar with and comply with all aspects of the NPDES Construction General Permit associated with the project, including, but not limited to, performing weekly site inspections during construction and after rain events, and maintaining written logs of these inspections."
- l. _____ "Before any earthwork or excavation takes place, the contractor shall call Miss Utility at 811 or 1.800.282.8555 at least 48 hours prior to construction, to have all existing utilities marked onsite."
- m. _____ "The contractor shall at all times protect against sediment or debris laden runoff or wind from leaving the site. Perimeter controls shall be checked daily and adjusted and/or repaired to fully contain and control sediment from leaving the site. Accumulated sediment shall be removed when it has reached half of the effective capacity of the control. In addition, the contractor may need to adjust or alter measures in times of adverse weather conditions, or as directed by the Agency Construction Site Reviewer."
- n. _____ "Best available technology (BAT) shall be employed to manage turbid discharges in accordance with requirements of 7. Del.C. Ch 60, *Regulations Governing the Control of Water Pollution*, Section 9.1.02, known as Special Conditions for Stormwater Discharges Associated with Construction Activities, and Department policies, procedures, and guidance."
- o. _____ "Documentation of soil testing and materials used for temporary or permanent stabilization including but not limited to soil test results, seed tags, soil amendment tags, etc. shall be provided to the Department or Delegated Agency to verify that the permanent or temporary stabilization has been completed in accordance with the approved plan. The Department or Delegated Agency may require additional soil testing and reapplication of permanent or temporary stabilization in accordance with specifications provided in the *Delaware Erosion and Sediment Control Handbook*, or alternative measures that provide functional equivalency."

18.

Construction Site Details and Notes:

19. _____ Include the Sequence of Construction:

- a) "Sussex Conservation District must be notified in writing a minimum of five (5) days prior to commencing construction. Failure to do so is a violation of the approved Sediment and Stormwater Plan. Contact the Sussex Conservation District at (302) 845-2105 to schedule a pre-construction meeting prior to commencing construction at the site."
- b) "Conduct the pre-construction meeting at the site."
- c) "Install perimeter controls including stabilized construction entrance and perimeter silt fence or berms. Stabilize perimeter berms."
- d) "As necessary, clear and grub within the limits of disturbance. Disturbance shall not exceed the limits shown on the approved plan without approval of the Sussex Conservation District."
- e) "Strip topsoil from the proposed building pad locations and stockpile topsoil in an area surrounded by silt fence if needed. Stabilize the topsoil stockpile."
- f) "Excavate fill from the borrow area to be placed on building pads."
- g) "Construct swales to direct runoff to the existing ditch. Topsoil, seed and mulch the swales utilizing soil stabilization matting. Install straw bale barriers in the swales in the location shown in the plan."
- h) "Once the borrow area is complete, topsoil, seed and mulch the side slopes and disturbed area surrounding the pond. Soil stabilization matting shall be used on side slopes 3:1 or steeper."

- i) "Construct roadways surrounding the structures. Stabilize the roadways with crusher run, gravel, or clam shells."
 - j) "Construct structures. Install concrete pads for all structures ensuring positive drainage to areas that will be fully vegetated following construction. Excess concrete and truck washout shall be deposited in a designated concrete washout location to harden and be disposed of following construction."
 - k) "Stabilize all remaining disturbed areas within the limits of disturbance."
 - l) "Remove accumulated sediment from swales and sediment basin. Remove straw bale barriers from swales and perimeter silt fence; stabilize with seed and mulch any areas disturbed during removal of temporary erosion and sediment controls."
 - m) "Contact Sussex Conservation District for a final closeout inspection. Once the project has been completed and all stabilization criteria have been met, submit a Notice of Termination (NOT) to DNREC, Sediment and Stormwater Program."
20. _____ Provide details and specifications for all erosion and sediment control management practices used. All details shall be from the *Delaware Erosion and Sediment Handbook* (any unusual practices must be approved for use by the Department). The following details must be incorporated:
- a. _____ Stabilized Construction Entrance
 - b. _____ Perimeter Control (i.e., Silt Fence, Temporary Berm, etc)
 - c. _____ Soil Stabilization (i.e., Temporary and Permanent Seeding and Stabilization, Channel Stabilization Matting, etc)
 - d. _____ Sediment Trapping (i.e., Inlet Protection, Straw Bale Barriers, etc)
 - e. _____ Site Pollution Prevention including Concrete Washout
 - f. _____ Water Control (i.e., riprap outlet protection, vegetated channel, etc)
 - g. _____ All other applicable details to the site.

Site Plan

21. _____ Provide a Stormwater Management Plan per facility clearly showing the proposed construction and specifications, including:
- a. _____ Plan view of the site indicating any/all: inlets, outlets and their associated elevation; cross-section locations; grading of the site; ephemeral wetland forebay; detention basin (if any); poultry house location and dimensions; end pad location and dimensions; manure shed(s); compost shed(s); generator shed(s) and grain bins. The maximum scale of facility shall be 1" = 50'.
 - b. _____ Cross Section through the site indicating the following: location and width of all grassed swales, filter strips, gravel diaphragms and access drives.
 - c. _____ Profile of the stormwater facility and principal spillway to a defined scale (max 1" : 50') , including the entire length of the discharge pipe, indicating any/all: ephemeral wetland forebay; spillway elevation; side slopes, pipe details and inverts; any crossings; outfall details; existing and proposed grade; etc. Extend the view to include the opposite side of any outfall ditch, and location of any wetlands, as applicable. Volume calculations may be submitted separately.
 - d. _____ Notes and specifications for the facility, including, but not limited to, seed and stabilization type and locations, construction information and facility specific information.
 - e. _____ The plan shall indicate any easements, rights-of-way, and/or demarcation of where public maintenance responsibility ends and private maintenance begins within or around the facility, and clearly distinguish who is responsible for the maintenance in each area. (ex. Tax Ditches)
 - f. _____ Provide directional stormwater flow arrows for all existing and proposed channels,