



Public Works Department  
 Environmental Division  
 1025 25<sup>th</sup> Avenue NE  
 P.O. Box 5021  
 Great Falls, MT 59404  
 406-727-8390

**For Office Use Only:**

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

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

**EROSION CONTROL PERMIT CHECKLIST**

(Complete all applicable items)

<b>Project Information:</b>		
Site Address: _____		
Description of Work: _____		
Lot Number: _____ Subdivision (if applicable): _____		
<b>General Submittal Components</b>		
<b>Component</b>	<b>Complete</b>	<b>Comment</b>
Erosion Control Permit Application	<input type="checkbox"/> Yes	
Design Waivers or Variances (if Applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Construction Stormwater Management Site Plan</b>		
<b>Requirement</b>	<b>Addressed</b>	<b>Comment</b>
Project name (e.g., subdivision name)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Developer and landowner name if different	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Preparation date	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Name of preparer	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
North arrow	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Graphic scale	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Legal description	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Municipal boundaries	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Property boundaries (bearings, lengths, curve data)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Easements/rights-of-ways (location, width, purpose, ownership)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Dedication for public use (boundaries, area, purpose)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
No build/alteration zones	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
No ingress/egress zones	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Adjacent land uses within 150' of subject parcel	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Roads (names, ownership, etc)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Driveways and road access onto public and private roads	<input type="checkbox"/> Yes <input type="checkbox"/> NA	

Requirement	Addressed	Comment
Sidewalks / trails	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and proposed buildings/structures within 150' of project area	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Fences, buffers, and berms	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Pervious and impervious surface by type	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and Proposed Utilities (type & location)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and Proposed Permanent Stormwater Facilities	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Irrigation canals including diversion point(s), etc.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Wetlands	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing vegetation (including woodlands)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Wildlife habitat, including critical wildlife habitat	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Environmentally sensitive features	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Water resources (rivers, ponds, etc.) within 200' of project area	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Floodplains	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Ground contours when the average slopes exceed 10 percent	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and Proposed Construction Stormwater Management BMPs	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Limits of clearing and grading	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and proposed site topography	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and proposed runoff direction	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Protection of waterways, receiving surface waters and natural resources	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Stockpile locations, staging areas and access points defined	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Construction Stormwater Management Plan is phased with construction	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Erosion and Sediment Control Requirements</b>		
Erosion and sediment control BMPs are designed and specified to:		
Control stormwater volume and velocity within the site to minimize soil erosion through use of controls such as check dams, fiber rolls, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Control stormwater discharges, including both peak flowrates and total stormwater volume, to minimize erosion at outlets and to minimize downstream channel and streambank erosion through use of controls such as stilling basins, fiber rolls, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Minimize the amount of soil exposed during construction activity	<input type="checkbox"/> Yes <input type="checkbox"/> NA	

Requirement	Addressed	Comment
Minimize the disturbance of steep slopes	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Minimize sediment discharges from the site through use of perimeter controls such as silt fence, fiber rolls, diversion berms, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Provide and maintain natural buffers around surface waters, direct stormwater to vegetated areas to increase sediment removal and maximize stormwater infiltration, unless infeasible	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Minimize soil compaction and, unless infeasible, preserve topsoil	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Soil Stabilization Requirements</b>		
The following soil stabilization requirements are clearly communicated:		
Stabilization of disturbed areas must be initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently ceased on any portion of the site, or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days <i>Identify where this is communicated within the comment box (e.g. Site Plan, Page __ of SWPPP, etc.)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
If initiating vegetative stabilization measures immediately is infeasible, alternative stabilization measures must be specified	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Pollution Prevention Measures</b>		
Pollution prevention measures are specified to:		
Specify treatment of wash waters in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and to storm water	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Minimize the discharge of pollutants from spills and leaks and implement chemical spill and leak prevention and response procedures	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Prohibited Discharges</b>		
Wastewater from washout of concrete is prohibited or managed by appropriate controls <i>Identify where this is communicated within the comment box</i>	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
A statement (or statements) prohibits discharges of the following: <i>Identify where these requirements are communicated within the comment box</i>		
Wastewater from washout and cleanout of stucco, paint, from release oils, curing compounds and other construction materials	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Soaps or solvents used in vehicle and equipment washing	<input type="checkbox"/> Yes <input type="checkbox"/> NA	

<b>Dewatering Requirements</b>		
<b>Requirement</b>	<b>Addressed</b>	<b>Comment</b>
If applicable, discharges from dewatering activities are managed by appropriate controls such as sedimentation basins, sediment traps, etc. <i>Note: This does not preclude the contractor from the requirement to obtain a dewatering permit from MT DEQ.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Surface Outlets</b>		
<b>Requirement</b>	<b>Addressed</b>	<b>Comment</b>
When discharging from basins and impoundments, outlet structures that withdraw water from the surface are used (unless infeasible)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Stormwater Pollution Prevention Plan Requirements</b>		
<i>For sites not subject to the Montana DEQ Construction General Permit. Sites subject to the Montana DEQ Construction General Permit shall submit a SWPPP consistent with the Montana DEQ Construction General Permit Requirements.</i>		
<b>Requirement</b>	<b>Addressed</b>	<b>Comment</b>
Description of project activity	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Total disturbed area	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing impervious area	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
List surface waters and storm conveyance systems within 200' of project	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Description of outfall and receiving surface waters	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Description of site soil	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Description of watershed tributary to site	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
A sequence of construction of the development site, including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measures.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Provisions for maintenance of control facilities, including easements and estimates of the cost of maintenance.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	

Certified By: \_\_\_\_\_

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

Signature: \_\_\_\_\_