
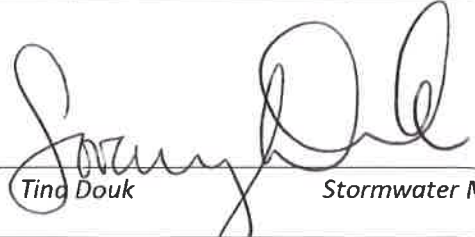


<b>Standard Operating Procedures</b> Town of Dracut Department of Public Works <b>Erosion and Sedimentation Control</b>	<b>SOP Number:</b>  9	<b>Issue Date:</b>  June 30, 2019
<b>Approved by: The Stormwater Committee</b>  <div style="display: flex; justify-content: space-between;"> <div data-bbox="115 415 698 525">             Edward Patenaude      Public Works Director         </div> <div data-bbox="885 325 1477 577">             Tina Douk      Stormwater Manager         </div> </div>		

### Purpose:

This standard operating procedure describes methods for reducing or eliminating pollutant loading from land-disturbing activities. Erosion and sedimentation can be a significant source of stormwater pollution.

### *Controlling Erosion and Sediment through Design and Planning*

To protect, maintain, and enhance public health, safety, environment and general welfare of the Town, consistent application and implementation of the minimum requirements and procedures to control the adverse effects of erosion and sedimentation during the design and review phases are as follows.

1. Avoid sensitive areas, steep slopes, and highly erodible soils to the maximum extent possible when developing site plans.
2. Identify potential problem areas before the site plan is finalized and approved.
3. Use berms at the top of a steep slopes to divert runoff away from the slope's edge.
4. Use vegetated channels with rip rap check dams, instead of impervious pavement or concrete.
5. Design a check dam or sediment forebay with level spreader at the exit of outfalls to reduce water velocity of the discharge and collect sediment.
6. Plan open channels to follow land contours so natural drainage is not disrupted.
7. Use organic matting for temporary slope stabilization and synthetic matting for permanent stabilization.
8. Provide a stable channel, flume, or slope drain where it is necessary to carry water down slopes.

### *Controlling Erosion and Sediment on Construction Sites*

During the construction phase, it is important to inspect active sites regularly to ensure that practices are consistent with approved site plans as required by the Town of Dracut's legal authority. The following guidelines apply:

1. Erosion and sediment control features should be constructed before initiating activities that remove vegetated cover or otherwise disturb the site. These shall be installed consistent with the approved site plans and with manufacturer's instructions.
2. Erosion and sediment control devices shall be inspected by the contractor regularly, and maintained as needed to ensure function.
3. The contractor shall clearly identify the party responsible for maintaining erosion and sediment control devices.
4. An inspection should be completed and documented of active construction sites to check the status of erosion and sedimentation controls.

5. Existing vegetation should be maintained on site as long as possible.
6. Construction should proceed progressively on the site in order to minimize exposed soil, and disturbed areas should be restored as soon as possible after work has been completed.
7. Disturbed areas shall be protected from stormwater runoff by using protective Best Management Practices (BMPs).
8. Clean water shall be diverted away from disturbed areas on construction sites to prevent erosion and sedimentation.
9. Sediment traps and sediment barriers should be cleaned out regularly to reduce clogging and maintain design function.
10. Vegetated and wooded buffers shall be protected.
11. Regular light watering shall be used for dust control, as this is more effective than infrequent heavy watering.

*Controlling Erosion and Sediment by Proper Maintenance of Permanent BMPs*

Ongoing inspection and maintenance are required to ensure long-term function of any permanent BMP. The following guidelines summarize the requirements for long-term maintenance of permanent BMPs.

1. Clearly identify the responsible party for maintaining erosion and sediment control devices.
2. Erosion and sediment control devices shall be inspected following heavy rainfall events to ensure they are working properly.
3. Erosion control blankets shall be utilized when seeding slopes.
4. Vegetated and wooded buffers shall be protected, and left undisturbed to the extent possible.
5. Runoff shall not be diverted into a sensitive area unless this has been specifically approved.
6. Sedimentation basins shall be cleaned out once sediment reaches 50% of the basin's design capacity.
7. Snow shall not be plowed into, or stored within, retention basins, rain gardens, or other BMPs.
8. Easements and service routes shall be maintained, to enable maintenance equipment to access BMPs for regular cleaning.

## EROSION AND SEDIMENTATION CONTROL INSPECTION REPORT

### General Information

Project Name			
Project Location			
Inspector's Name			
Site Operator			
Date of Inspection		Date of Last Inspection	
Start Time		End Time	
<p>Subject to USEPA Construction General Permit?    Yes <input type="checkbox"/>    No <input type="checkbox"/></p> <p>If yes, has NOI been approved?                      Yes <input type="checkbox"/>    No <input type="checkbox"/></p> <p>If yes, attach approved NOI to this report.</p> <p style="text-align: center;"><b>If no, contact contractor immediately to determine status of NOI.</b></p>			
<p>Type of Inspection:</p> <p>Regular <input type="checkbox"/>      Pre-Storm Event <input type="checkbox"/>      During Storm Event <input type="checkbox"/>      Post-Storm Event <input type="checkbox"/></p>			
Describe the weather conditions at time of inspection			
Describe the current phase of construction			

## Erosion and Sediment Control (ESC) on Construction Sites

Document any of the following issues found on the construction site, and the corrective action(s) required for each.

Issue	Status	Corrective Action Needed
Have all ESC features been constructed before initiating other construction activities?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is the contractor inspecting and maintaining ESC devices regularly?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is existing vegetation maintained on the site as long as possible?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is construction staged so as to minimize exposed soil and disturbed areas?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are disturbed areas restored as soon as possible after work is completed?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is clean water being diverted away from the construction site?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are sediment traps and sediment barriers cleaned regularly?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are vegetated and wooded buffers protected and left undisturbed?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are soils stabilized by mulching and/or seeding when they are exposed for a long time?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Has vegetation been allowed to establish itself before flows are introduced to channels?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is regular, light watering used for dust control?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is excessive soil compaction with heavy machinery avoided, to the extent possible?	Yes <input type="checkbox"/> No <input type="checkbox"/>	

(continued)

Issue	Status	Corrective Action Needed
Are erosion control blankets used when seeding slopes?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are trees and vegetation that are to be retained during construction adequately protected?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are areas designated as off-limits to construction equipment flagged or easily distinguishable?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
If excavated topsoil has been salvaged and stockpiled for later use on the project, are stockpiles adequately protected?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Are temporary slope drains or chutes used to transport water down steep slopes?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Do all entrances to the storm sewer system have adequate protection?	Yes <input type="checkbox"/> No <input type="checkbox"/>	

### Non-Compliance Actions

The municipality shall provide the site operator with a copy of this report, and notice of the corrective action(s) to be taken. The site operator shall have thirty days from the receipt of the notice to commence curative action of the violation.