



Temporary Erosion and Sediment Control (TESC) Drawing and Report Checklist—Vertical Residential Only

A complete Temporary Erosion and Sediment Control (TESC) for Vertical Residential submittal will contain the following information. Please check off the items to ensure that your application is complete. Please submit one (1) electronic copy of each document required. Drawing sets should be 24" x 36". Recommended scales include 20', 50' and 10'. PDF format is preferred.

Pre-Application Meeting Date: _____ Project Manager: _____

Email: _____ Phone: _____

Req'd	Cmpl'd	Subm'd	Submittal Checklist
			SUBMITTAL CHECKLIST (completed)
			DEVELOPMENT REVIEW FEE (Amt. Req'd \$_____ Amt. Rec'd \$_____)
			PROPERTY OWNER APPROVAL If any work is proposed on land not owned by the applicant, a letter of approval from the landowner is required.
			TESC DRAWINGS containing the TESC drawings for the site, including Town Standard TESC detail sheets. Please prepare in accordance with the Town's TESC Manual, found online at http://www.CRgov.com/tesc
			TESC REPORT containing all items listed in the following TESC Report checklist.
			ENGINEER'S TESC COST ESTIMATE using Town standard template, stamped by a Professional Engineer. http://www.CRgov.com/tesc
			HAUL ROUTE MAP If any material is going to be exported or imported to the site, a Haul Route map must be submitted for Town review and approval. Any import or export sites located within the Town of Castle Rock jurisdiction will require a TESC permit as well, unless the site already has an active permit.
			TECHNICAL CRITERIA VARIANCE Complete a Technical Criteria Variance form with appropriate supporting information describing any proposed deviations from the Technical Design Criteria in the TESC Manual.
			CHECKLISTS Submit any checklist used for Drawing preparation and all reports

A complete set of Temporary Erosion and Sediment Control (TESC) Plans should contain the following information. The specific drawing sheets are listed below in the order they should appear in the Plan set. All TESC plans submitted to the Town of Castle Rock (TCR) for review, comment, and approval shall be prepared by, or under the direct supervision of a Professional Engineer, licensed in the State of Colorado. TESC Plans shall be in accordance with the requirements of the Town of Castle Rock TESC Manual, as amended.

TESC DRAWING AND REPORT CHECKLIST. A copy of this TESC Drawing and Report Checklist must be completely filled out, signed by the designer, and submitted with the TESC Plan.

SIGNATURE _____
 Registered Professional Engineer

Req'd	Cmpl'd	Subm'd	
COVER SHEET			
			1. Project name.
			2. Project address (if applicable).
			3. Owner address.
			4. Design firm's name and address.
			5. Drawing sheet index.
			6. Designer's Signature Block.
			7. The following note: THE TEMPORARY EROSION AND SEDIMENT CONTROL PLAN INCLUDED HEREIN IS ON FILE AT THE TOWN OF CASTLE ROCK AND APPEARS TO FULFILL APPLICABLE TOWN OF CASTLE ROCK TEMPORARY EROSION AND SEDIMENT CONTROL CRITERIA, AS AMENDED. ADDITIONAL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES MAY BE REQUIRED OF THE PERMITTEES DUE TO UNFORESEEN EROSION PROBLEMS OR IF THE SUBMITTED PLAN DOES NOT FUNCTION AS INTENDED. THE REQUIREMENTS OF THIS PLAN SHALL RUN WITH THE LAND AND BE THE OBLIGATION OF THE PERMITTEES, UNTIL SUCH TIME AS THE PLAN IS PROPERLY COMPLETED, MODIFIED OR VOIDED.
			8. TESC Plan Designer's signature block with name, date, and Professional Engineer registration number. Signature block shall include the following note: THE TEMPORARY EROSION AND SEDIMENT CONTROL PLAN INCLUDED HEREIN HAS BEEN PREPARED UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEMPORARY EROSION, AND SEDIMENT CONTROL (TESC) MANUAL OF THE TOWN OF CASTLE ROCK AS AMENDED.
			9. Town of Castle Rock acceptance block.
			10. General Location Map Show at a scale of 1-inch to 1000-feet to 8000-feet indicating: <ul style="list-style-type: none"> • General vicinity of site location. • Major roadway names. • North arrow and scale.
TESC DRAWING INDEX SHEET			
			For projects that require multiple plan-view sheets to adequately show the project area (based on the specified scale ranges), a single plan-view sheet shall be provided at a scale appropriate to show the entire site on one sheet. Areas of coverage of the multiple blow-up sheets are to be indicated as rectangles on the index sheet.

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VERTICAL RESIDENTIAL TESC DRAWING

This drawing is to be prepared in a separate, stand-alone set and shall provide temporary erosion and sediment controls for Vertical Residential Construction following completion of subdivision improvements. Control measures should generally be sufficient to cover construction activities, including over excavation, through the completion of all residential homes. At a minimum, it shall contain:

The Vertical Residential TESC Drawing shall include all information shown on the Final TESC Drawing, as noted below:

			1. Only existing Final erosion control measures shall be shown, (screened ; dimension information shall not be shown) including seeding and mulching, erosion control blanket and perimeter controls.
<i>In addition, the following information shall be shown:</i>			
			2. Cover sheet per Section 3.18.1 (or Page 2 of this checklist).
			3. Topography at one- or two-foot contour intervals.
			4. Directional flow arrows on all drainage features.
			5. Limits of disturbance required for all vertical construction activities
			6. Shade all tracts and lots not owned by the permittee.
			7. New control measures behind back of sidewalk and all abutting open tracts and existing sediment controls that will become the responsibility of the permittee shall be shown in bold.
			8. Location of Staging Area(s), VTCs, Concrete Washout Area(s) and Stockpile Area(s). If these items are intended to be relocated throughout the construction process, show the initial location on the drawing.
			9. Location of other control measures considered by the designer to be appropriate.
			10. Label lot numbers, street addresses and lot grading type (A or B) on each lot. Interior lot control measures do not need to be shown as standard details for A and B lots are provided in the Standard Notes and Details.
			11. The Control Measure Legend from the cover sheet of the Town of Castle Rock Standard Notes and Details.
			12. Include the following notes: <ul style="list-style-type: none"> 1. CONTROL MEASURES INSTALLED PER FINAL TESC DRAWING TRANSFER TO THE PERMITTEE AND SHALL BE LEFT, OR REPLACED, UNTIL REVEGETATION ESTABLISHMENT IS APPROVED BY THE TOWN OR VERTICAL LOT CONSTRUCTION IS COMPLETE. 2. IF LOCATION(S) OF VTC(S), STOCKPILE(S), STAGING AREA(S) AND CONCRETE WASHOUT AREA(S) CHANGE DURING CONSTRUCTION, THE PERMITTEE SHALL REVISE THE DRAWING ACCORDINGLY AND MUST SHOW APPROPRIATE CONTROL MEASURES IMPLEMENTED AT ALL TIMES. 3. ALL STRUCTURAL CONTROL MEASURES MUST BE MAINTAINED IN EFFECTIVE OPERATING CONDITION AT ALL TIMES AND ARE SUBJECT TO INSPECTION AND ENFORCEMENT UNDER THE TESC PERMIT. 4. IF SEDIMENT OR OTHER POLLUTANTS ARE TRACKED, SPILLED, OR WASHED ONTO STREETS, PERMITTEE SHALL CLEAN THE STREETS IN ACCORDANCE WITH TOWN APPROVED METHODS, OR AS DIRECTED BY THE STORMWATER INSPECTOR. FAILURE TO CLEAN UP TRACKING OF MATERIAL ONTO STREETS WILL RESULT IN AN IMMEDIATE STOP WORK ORDER. 5. PERMITTEE SHALL NOT STOCKPILE, PLACE OR STORE ON STREETS, SIDEWALKS OR STORM WATER FLOW LINES EARTH MATERIALS AND LANDSCAPE MATERIALS, SUCH AS SOD, COMPOST, DIRT, ROCK AND MULCH. STOCKPILING OF SUCH MATERIALS IN THE RIGHT-OF-WAY MAY RESULT IN AN IMMEDIATE STOP WORK ORDER. 6. PERMITTEE SHALL ENSURE THAT ALL CONCRETE WASHOUT AREAS ARE PROPERLY INSTALLED, POSTED AND CLEANED SUCH THAT ALL WASTEWATER IS CONTAINED AND DOES NOT ENTER THE STORM DRAIN SYSTEM. FAILURE TO PROPERLY MAINTAIN CONCRETE WASHOUT AREAS SUCH THAT A DISCHARGE OCCURS WILL RESULT IN A STOP WORK ORDER AND/OR AN IMMEDIATE CLEANUP ORDER. 7. PERMITTEE SHALL ENSURE THAT ALL SANITARY FACILITIES ARE PROPERLY SECURED TO THE GROUND TO PREVENT TOPPLING AND DISCHARGE OF LIQUID WASTE. FAILURE TO PROPERLY SECURE SANITARY FACILITIES WILL RESULT IN A VIOLATION.

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VERTICAL RESIDENTIAL TESC DRAWING CONTINUED		
		12. Include the following notes, continued: 8. PERMITTEE SHALL ENSURE THAT THE TESC DRAWING REMAINS UPDATED WITH CURRENT FIELD CONDITIONS. FAILURE TO MAINTAIN THE TESC DRAWING MAY RESULT IN A VIOLATION. 9. REMOVAL OF CONTROL MEASURES SHALL NOT OCCUR WITHOUT THE APPROVAL OF THE STORMWATER INSPECTOR.
		13. FEMA Floodplain limits shall be shown if within planned or adjacent areas.
		14. Town of Castle Rock acceptance block.
		15. Design Engineer's signature block.
		16. Other information as may be reasonably required by the Town of Castle Rock.

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TESC REPORT

A complete Temporary Erosion and Sediment Control (TESC) Report should contain the following information. TESC Reports shall be in accordance with the requirements of the Town of Castle Rock TESC Manual, as amended.

			1. <u>Name, Address, and Telephone Number of the Applicants</u> —The name, address, and telephone number of the Professional Engineer preparing (or supervising the preparation of) the TESC Plan shall also be included if different from the Applicants.
			2. <u>Project Description</u> —A brief description of the nature and purpose of the land-disturbing activity, the total area of the site, the area of disturbance involved, and the project location or the latitude and longitude of the approximate center of the project.
			3. <u>Existing Site Conditions</u> — A description of the existing topography, vegetation, and drainage; a description of any wetlands on the site; and any other unique features of the property.
			4. <u>Adjacent Areas</u> —A description of neighboring areas such as streams, lakes, residential areas, roads, etc., which might be affected by the land disturbance.
			5. <u>Soils</u> —A brief description of the soils on the site including information on soil type and names, mapping unit, erodibility, permeability, hydraulic soil group, depth, texture, and soil structure (this information may be obtained from the soil report for the site, for adjacent sites if acceptable to the Town, or the applicable Soil Survey prepared by the Natural Resources Conservation Service).
			6. <u>Areas and Volumes</u> —An estimate of the quantity (in cubic yards) of excavation and fill involved (indicating a balance onsite), and the surface area (in acres) of the proposed disturbance.
			7. <u>Erosion and Sediment Control Measures</u> —A description of the methods presented in the TESC Manual that will be used to control erosion and sediment on the site.
			8. <u>Timing/Phasing Schedule</u> —A schedule indicating the anticipated starting and completion time periods of the site grading and/or construction sequence, including the installation and removal of erosion and sediment control measures. Indicate the anticipated starting and completed time periods of individual project phases.
			9. <u>Permanent Stabilization</u> —A brief description, including applicable specifications, of how the site will be stabilized after construction is completed.
			10. <u>Stormwater Management Considerations</u> —Explain how stormwater runoff from and through the site will be handled during construction.
			11. <u>Maintenance</u> —Any special maintenance requirements over and above what is identified in the standard notes and details.
			12. <u>Opinion of Probable Cost for Installation and Maintenance of Controls</u> —An opinion of probable costs for erosion and sediment control, including anticipated maintenance during the construction phase, shall be submitted with the TESC Plan. This will be reviewed by Town staff and used as a basis for fiscal surety. A copy of a spreadsheet to be used for preparing the opinion of probable costs for erosion and sediment control is included in Appendix H of the TESC Manual. An electronic copy of the spreadsheet is available from the Plan Review Engineer. Unit Costs used to develop probable erosion and sediment control costs shall be those shown in the spreadsheet.
			13. <u>Calculations</u> —Any calculations made for the design of such items as sediment basins or erosion control blanket selection.
			14. <u>Other Information</u> —Any other information as reasonably required by the Town of Castle Rock.
			15. <u>The Following Note:</u> "This Temporary Erosion and Sediment Control Plan is on file at the Town of Castle Rock and appears to fulfill the applicable Town of Castle Rock Temporary Erosion and sediment Control Criteria, as amended. I understand that additional grading, erosion and sediment control measures may be required of the Permittees, due to unforeseen erosion problems or if the submitted plan does not function as intended. The requirements of this plan shall run with the land and be the obligation of the Permittees until such time as the plan is properly completed, modified or voided."
			16. <u>Signature Page</u> — For Permittees acknowledging the review and acceptance of responsibility, and a statement by the Professional Engineer acknowledging responsibility for the preparation of the TESC Plan.
			17. <u>Town of Castle Rock Acceptance Block.</u>