



CONSTRUCTION SITE CHECKLIST (SINGLE FAMILY RESIDENTIAL & LOW PRIORITY PROJECTS)

Construction site inspections are required for compliance with the National Pollutant Discharge Elimination System (NPDES), the City's MS4 Stormwater Permit (Best Mgmt. Practices) and Stormwater Management Plan

Project Name/ Property Owner	
Property Address	
Date of Inspection	
Inspector's Name	
Phase: <input type="checkbox"/> Pre-Construction <input type="checkbox"/> Active Construction <input type="checkbox"/> Reinspection <input type="checkbox"/> Final Inspection	

**PRE-CONSTRUCTION AND ACTIVE CONSTRUCTION INSPECTIONS
(2 inspections, unless non-compliance requires additional staff visits)**

Implemented?	Grading & Erosion Control Activity	Corrective Actions Needed/Notes:
<input type="checkbox"/> Yes <input type="checkbox"/> No	1) All slopes and disturbed areas not actively being worked shall be properly stabilized; this includes soil stockpiles and any area of the site where work has temporarily or permanently ceased for a period fourteen (14) days (Section 9-4-5.B).	
<input type="checkbox"/> Yes <input type="checkbox"/> No	2) Perimeter controls (silt fence) and sediment barriers shall be adequately installed (keyed into substrate) and maintained around the downgradient perimeter of the project site and all disturbed areas, including upgradient areas of all wetlands (see attached graphics from the City's Engineering Manual).	
<input type="checkbox"/> Yes <input type="checkbox"/> No	3) Ditches, swale bottoms, culverts and all stormwater control channels, ponds and devices are protected with silt fence or silt rolls.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	4) Wetlands, lakes, rivers, streams and all stormwater ponds are protected with double rows of sediment controls if a natural, vegetated buffer area is not present where stormwater flows to surface waters within 50 feet of disturbed areas.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	5) A rock construction entrance/exit is in place and is preventing sediment from being tracked onto adjacent roadways (see attached graphics from the City's Engineering Manual).	
<input type="checkbox"/> Yes <input type="checkbox"/> No	6) All liquid and solid wastes generated by washout operations (concrete, paint, stucco, form release oils, etc.) is contained on site, with no potential for runoff into adjacent ponds or onto the public street.	

FINAL SITE STABILIZATION & LANDSCAPING INSPECTION

(1 inspection, unless non-compliance requires additional staff visits)

Complete?	Final Grade, Soil Stabilization & Landscaping (after final stabilization to verify compliance with Grading Plan as required under Section 9-4-6.D)	Corrective Actions Needed/Notes:
<input type="checkbox"/> Yes <input type="checkbox"/> No	1) The site must be final-graded and soils stabilized with hard-scapes, turf, planting areas which are mulched or other erosion control methods prior to releasing the grading permit security/escrow.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	2) All erosion control shall remain in place until the site is sodded or seeded/mulched and the turf is <u>actively growing</u> (uniform perennial vegetation with a density of 70% on all exposed soils). Sloped areas may not exceed a 3:1 slope (Section 9-4-5.A). Slopes which are seeded must include a layer of protection such as straw, erosion control matting or shall be hydroseeded.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	3) The site is graded according to the approved site plan.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	4) A minimum of 15-25 feet is maintained around all wetlands per Section 11-4-20.D.10 as a buffer of <u>unmowed</u> natural vegetation. Sites which contain ditches shall maintain a 16.5 foot vegetated buffer per MN Statute 103.E.021 Subd. 6. Sites which contain public waters (as shown on the attached map) shall maintain a fifty (50) foot vegetated buffer per Section 2.5 of the City's Stormwater Mgmt. Plan.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	5) All areas around the foundation perimeter and any walkout openings must have positive drainage (2% slope) away from the structure per the MN State Building Code.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	6) Retaining wall(s) are installed according to plans and a building permit was obtained for walls higher than four (4) feet.	
<input type="checkbox"/> Yes <input type="checkbox"/> No	7) Any required tree plantings have been installed at the proper size/height and appear healthy (RRT District).	
<input type="checkbox"/> Yes <input type="checkbox"/> No	8) The driveway is surfaced with gravel, asphalt or concrete and may not exceed 30 feet in width at the street (City Code Section 11-6-2.F.1 and K.1).	
<input type="checkbox"/> Yes <input type="checkbox"/> No	9) The driveway culvert (if required) is installed in the location shown on plans and at the correct length, diameter and type as approved by the City Maintenance Supervisor (see driveway permit), MNDOT or Anoka County (a copy of the access permit shall be provided to the City).	
<input type="checkbox"/> Yes <input type="checkbox"/> No	10) The street(s) are free of any sediment/debris.	

Any work not completed due to seasonal or weather-related constraints by the end of the construction season, shall be stabilized using a heavy mulch layer or another method that does not require germination to control erosion (Section 9-4-5.B).