

**Soil Erosion and Sediment Control Plan Review**  
**Will – S. Cook Soil and Water Conservation**  
**District (815)-462-3106x3**

FOR OFFICE USE ONLY	SWCD Application No.:
Meets technical standards _____	Does not meet technical standards _____
Date all Information received: _____	Reviewed by: _____ Fee Paid: _____ Check No: _____
In-Stream: yes <input type="checkbox"/> no <input type="checkbox"/>	Application Processed: yes <input type="checkbox"/> no <input type="checkbox"/>

	APPLICANT (Owner/Developer)	Erosion Control Consultant/Engineer
<b>Business Name</b>		
<b>Address City/State/Zip</b>		
<b>Contact Name</b>		
<b>E-Mail Address</b>		
<b>Phone</b>		

**Current Project Name and Phase number:** \_\_\_\_\_ **Location (Municipality):** \_\_\_\_\_

**Job site contact person:** \_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_

**On site Contact's Phone number:** (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

**Latitude/Longitude:** \_\_\_\_\_ **Nearest Intersection:** \_\_\_\_\_

**Acreage of site disturbance (NPDES ILR10 area, if applicable):** \_\_\_\_\_ **Proposed Land Use:** \_\_\_\_\_

**Army Corps application number (if applicable):** \_\_\_\_\_

**Construction start date:** \_\_\_\_\_ **Anticipated construction completion date:** \_\_\_\_\_

**The applicant agrees to the following conditions:**

1. Submit all required information listed on the following pages for each phase of development, regarding the soil erosion and sediment control (SE/SC) plan. Include 1 set of physical drawings. A copy of the approved plan shall be kept at the project site.
2. Upon submittal of this application, pay the applicable fee (fee worksheet attached), in accordance with total acres of disturbance to the original topography and/or vegetation, in-stream and wetland disturbance, and the length of the project. A refundable pre-construction notification fee will also be included.
3. If the SWCD does not receive all required items within **30 days**, the item that has been submitted may be mailed back to you.
4. Notify representatives of the Soil and Water Conservation District of the pre-construction meeting.
5. Allow SWCD, NRCS, or Army Corps of Engineers District representative the right to conduct on-site investigations throughout all active construction phases to determine whether all necessary SE/SC practices have been installed and are functioning properly.
6. Upon commencement of earthwork or construction, document SE/SC practices with all information being accurate and complete.
7. Comply with the SWCD's written and verbal recommendations regarding:
  - A. The SE/SC plan and corrections or changes made thereto.
  - B. Installation and maintenance requirements of the SE/SC practices on-site.
8. Pay additional costs incurred by the SWCD in response to repeated non-compliance issues.
9. If any changes occur to the plans, schedules, etc., the applicant shall be responsible for notifying the Soil and Water Conservation District.
10. If SWCD is not contacted (in writing) prior to commencement of construction, the pre-construction notification fee will be forfeited.
11. If construction does not commence within 36 months of plan approval, the project will be closed. Fees will not be returned.
12. If the project lasts longer than proposed in the Fee Calculator, then WSCSWCD can request additional inspection fees from the applicant.
13. All projects, regardless of size, are required to pay a pre-construction notification fee.

Upon receipt of all required information, the SE/SC plan will be reviewed within **15 working days** and all involved parties will be notified whether or not the plan meets technical standards.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Table 1	<b>SESC Fee Schedule</b>	<b>Review Fee</b>	<b>Inspect Fee</b>
<b>Section 1</b>	<b>Initial Application Fee</b>		
	Construction Site 0-4 acres	\$300	\$690
	Construction Site 5-9 acres	\$370	\$690
	Construction Site 10-14 acres	\$485	\$1450
	Construction Site 15-19 acres	\$530	\$1935
	Construction Site 20-29 acres	\$550	\$2900
	Construction Site 30-39 acres	\$600	\$2900
	Construction Site 40-49 acres	\$645	\$3315
	Construction Site 50-59 acres	\$695	\$3645
	Construction Site 60-69 acres	\$735	\$4860
	Construction Site 70-79 acres	\$760	\$4860
	Construction Site 80-89 acres	\$830	\$5465
	Construction Site 90-99 acres	\$875	\$5465
	Construction Site 100-199 acres	\$920	\$6075
	Construction Site 200-299 acres	\$990	\$7795
	Construction Site 300-399 acres	\$1080	\$8150
	Construction Site 400-499 acres	\$1125	\$8730
**	> 500 acres contact SWCD for a site specific fee		
<b>Section 2</b>	<b>In-Stream or Stream-side work Fee</b>		
	0-2 Month project length	\$700	
	2-4 Month project length	\$1400	
	4-6 month project length	\$2100	
	6-8 month project length	\$2800	
	8-10 month project length	\$3500	
	10-12 month project length	\$4200	
<b>Section 3</b>	<b>Utilities, Railroads, or Linear Projects</b>		
	\$425.00 for each wetland impacted/crossed	\$425 per wetland	
<b>Section 4</b>	<b>Application Extension Fee</b>		
	1/3 of the Original Review Fee	1/3 of Review	
<b>Section 5</b>	<b>Re-Submittal Fee</b>		
	\$110.00	\$110	
<b>Section 6</b>	<b>Non-Compliance Fee</b>		
	Will be notified by letter- Billable at	\$95/hr	
<b>Section 7</b>	<b>Pre-Construction Notification Fee (All projects)</b>		
	Refunded upon written notice of construction start date	\$500	

For fee calculator, see next page.

\*\*For projects > 500 acres or any other unique project as determined by the SWCD Board of Directors, a modified fee schedule may be developed on an individual basis, based upon the size, complexity, and duration. **ALL FEES ARE SUBJECT TO YEARLY INCREASES.**

**SEND REQUIRED INFORMATION WITH FEE PAYABLE TO:**

Will-South Cook Soil and Water Conservation District Hours: M-F 8:00 a.m. -4:30p.m.

1201 S. Gougar Road  
New Lenox, IL 60451

Phone: 815-462-3106 x3  
Fax: 815-462-3176

*This review will be issued on a non-discriminatory basis without regard to race, color, religion, national origin, age, gender, handicap or marital status. The Kane/DuPage Soil and Water Conservation District is a nonprofit organization.*

## Fee Calculator and Worksheet

Step 1: Review Fee		
Acres of disturbance*	_____	Line 1
Enter review fee using table 1	\$ _____	Line 2
Step 2: Inspection Fee <b>MUST ENTER AT LEAST 1 YEAR IN LINE 3</b>		
Length of project (whole years – round up)	_____	Line 3
Enter inspection fee using table 1	\$ _____	Line 4
Multiply line 3 and line 4	\$ _____	Line 5
Step 3: In-Stream or Stream-Side Work Fee (If not applicable, enter \$0 in line 7 and go to step 4)		
Length of Work (months – round up)	_____	Line 6
Enter fee using table 2	\$ _____	Line 7
Step 4: Linear Project** (If not applicable, enter 0 in line 8 and go to step 5)		
Enter the number of impacted wetlands on line 8	_____	Line 8
Wetland impact fee	\$ 425 _____	Line 9
Multiply line 8 and line 9	\$ _____	Line 10
Step 5: Total Fee		
<b>Pre-construction notification fee (Refundable)</b>	\$ 500 _____	Line 11
<b>Sum Lines 2, 5, 7, 10 &amp; 11</b>	<b>\$ _____</b>	<b>Line 12</b>
<p><i>*For all projects above 500 acres in size or any other unique project as determined by the WSCSWCD Board of Directors, a modified fee schedule will be developed on an individual basis, based upon the size, scope, complexity, and duration of the project.</i></p> <p><i>**Linear projects refer to roadway or utility projects</i></p>		
<p><b><i>Please remit this worksheet with your payment.</i></b></p>		

**Total Fee = Review Fee + Inspect fee + In-Stream Fee\* + Wetland Impact Fee\* + Pre-construction notice fee**

\*if applicable

# SitePlanChecklist

*The soil erosion and sediment control plan cannot be reviewed until all of the following information is submitted for each upcoming active construction phase:*

## **1. Existing site conditions and natural resources present, including:**

Site boundaries and adjacent lands that accurately identify site location

Buildings, roads and utilities

Topography, vegetation, drainage patterns, sub-watershed delineation, critical erosion areas, and any subsurface drainage tiles

Wetland and floodplain delineation - Please show the boundaries on the construction plans.

Adjacent areas that affect or are affecting the project site, e.g. drainage onto or through the site affecting wetlands, streams, lakes, and drainage areas downstream.

Vicinity map.

Show areas where trees and vegetation are to be preserved.

Map legend, including north arrow and scale on all materials submitted.

## **2. Final site conditions, including:**

An accurate depiction of post-construction appearance - e.g. utilities, roads, buildings, open space

Locations, dimensions, cross sections and elevations of all (temporary and permanent) storm water management facilities (including sediment basins), plus inlet and outlet locations Surface flow direction, including sheet flow and concentrated flow direction

Post-construction topography, **final contours should be easily distinguished** (2 foot contour is preferred) including sub-watershed delineations.

## **3. A complete soil erosion and sediment control plan, including:**

Location and detailed drawings of all permanent and temporary soil erosion and sediment control practices.

A schedule outlining the installation of the practices with the responsible parties identified

Inspection, and maintenance schedules with responsible parties identified

Seeding information: rates, species, dates, fertilization, temporary or permanent

Location and dimension of all temporary soil and aggregate stockpiles

## **4. Locations, dimension & phase timeline of all land disturbing activities, including:**

Designate construction limits, areas that will be disturbed and areas of wetland fill

Describe grading and building schedule and phasing timeline

Create and Submit a construction sequence for any in-stream work and/or critical areas

# **Narrative Checklist**

*The soil erosion and sediment control plan cannot be reviewed until all of the following information is submitted for each upcoming active construction phase:*

**Project description** - Briefly describes the nature and purpose of the land disturbing activity, and the area (acres) to be disturbed.

**Existing site conditions** - A description of the existing topography, vegetation, drainage ways, subsurface drain tile, buildings, roads and utilities.

**Adjacent areas** - A description of neighboring areas such as streams, lakes, residential areas, roads, etc. which might be affected by the land disturbance - Describe any adjacent or neighboring activities that may affect the soil erosion and sediment control plan.

**Off-site areas**- Will any other areas be disturbed? Describe any off-site land disturbing activities.

**Critical areas** - A description of areas on the site that have potentially serious problems. For example, steep or long slopes, channels, intermittent streams, and side hill seeps.

**Soil erosion and sediment control measures**- A description of the methods which will be used to control erosion and sedimentation on the site - Control methods should meet the standards in section 4 of the Illinois Urban Manual.

**Construction Sequence** - A sequence of events for construction in and near creeks, streams, or other critical areas.

**Permanent stabilization** - A brief description including specifications of how the site will be stabilized after construction is completed.

**Calculations** - Detailed calculations for the design of temporary sediment basins, permanent storm water detention basins, diversions, channels, etc. Include pre and post development runoff.

**Detail drawings** - Include detail drawings from the Illinois Urban Manual. Any structural practices used that are not referenced to the Illinois Urban Manual or local handbooks should be explained and illustrated with detail drawings.

**Operation and Maintenance** - Provide a schedule of maintenance for all temporary and permanent erosion and sediment control practices to ensure that they perform properly. Identify the parties responsible for maintenance.