

City of Oak Grove Site Plan Review Checklist

1.1 Project/Site Information
Land Disturbance Permit No:
Project Name:
Project Location:
Disturbed Area (in acres):
Owner:

1.2 Submission Information	
Initial Submission Date:	
Reviewed By:	Date:
Review Verdict	Date of Owner Notification
<input type="checkbox"/> Submittal Not Complete	
<input type="checkbox"/> Complete and Not Approved – Does Not Meet Standards	
<input type="checkbox"/> Complete and Approved – With Stipulations	
<input type="checkbox"/> Complete and Approved	

Follow-up Submission Date (If Required):	
Reviewed By:	Date:
Review Verdict	Date of Owner Notification
<input type="checkbox"/> Submittal Not Complete	
<input type="checkbox"/> Complete and Not Approved – Does Not Meet Standards	
<input type="checkbox"/> Complete and Approved – With Stipulations	
<input type="checkbox"/> Complete and Approved	

Follow-up Submission Date (If Required):	
Reviewed By:	Date:
Review Verdict	Date of Owner Notification
<input type="checkbox"/> Submittal Not Complete	
<input type="checkbox"/> Complete and Not Approved – Does Not Meet Standards	
<input type="checkbox"/> Complete and Approved – With Stipulations	
<input type="checkbox"/> Complete and Approved	

Notes:

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2.1 Stormwater Pollution Prevention Plan (SWPPP) Content			
Incorporated			Content
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the SWPPP been developed? The SWPPP shall be completed prior to submitting a Land Disturbance Permit Application and prior to conducting any land disturbing activities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP include the items required and identified in the MPCA Construction Stormwater Permit? Including at a minimum: <ul style="list-style-type: none"> ▪ Description of land disturbing activities ▪ Knowledgeable person(s)/Chain of Responsibility ▪ Training Documentation ▪ Designs, Calculations, and Narratives
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have SWPPP requirements been incorporated into the project's finals plan, specifications, and/or documents? Including at a minimum: <ul style="list-style-type: none"> ▪ Location and type(s) of BMPs ▪ Quantities ▪ Impervious surfaces ▪ Site map ▪ Areas not to be disturbed ▪ Construction phasing ▪ Maps of surface waters and wetlands within one (1) mile ▪ Final stabilization ▪ BMP design factors ▪ Soil management ▪ Maintenance plan ▪ Chemical treatments, if applicable ▪ Document of infeasibility
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP include stormwater pollution prevention measures identified in environmental reviews or other required reviews?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP address karst areas, if applicable?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP address impaired waters and TMDLs?

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3.1 Construction Site Stormwater Runoff Controls			
Incorporated			Content
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Has the SWPPP incorporated appropriate erosion prevention practices to eliminate or reduce erosion and protect waters of the state? Addressing at a minimum:</p> <ul style="list-style-type: none"> ▪ Best Management Practices (BMPs) to protect waters of the state ▪ Locations on site designated not to be disturbed are to be clearly marked ▪ Areas with steep slopes (3:1 or steeper) have been addressed ▪ All exposed soils are required to be stabilized within set timeframe ▪ BMPs to address specified fish spawning time frames, if applicable ▪ BMPs to address stormwater conveyance channels, if applicable ▪ BMPs for permanent drainage ditches or swales, if applicable ▪ Outlets are adequately addressed ▪ Whenever possible, BMP discharges are directed to vegetated areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Has the SWPPP incorporated appropriate sediment control practices to minimize sediment and other pollutants from entering surface waters, including storm sewer systems? Addressing at a minimum:</p> <ul style="list-style-type: none"> ▪ Perimeter control ▪ Storm drain inlets ▪ Temporary stockpiles ▪ Vehicle tracking ▪ Temporary sediment basins ▪ Minimize compaction and preserve topsoil ▪ Required buffers, if applicable ▪ Chemical treatments, if applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP properly address dewatering and basin draining activities?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP properly address the use of temporary sediment basins?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Does the SWPPP include incorporate pollution prevention management measures to reduce the probability of spills, leaks, and discharges of pollutants? Addressing at a minimum:</p> <ul style="list-style-type: none"> ▪ Building products that have the potential to leach pollutants ▪ Pesticides, herbicides, insecticides, fertilizers, treatment chemicals, and landscaping materials ▪ Hazardous materials and toxic waste ▪ Solid waste ▪ Portable toilets ▪ Fuel and chemical loading and unloading operations ▪ Vehicle and equipment washing ▪ Engine degreasing is not allowed ▪ Concrete and other washout operations, including signage
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP include appropriate final stabilization?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the SWPPP adequately require site inspections and BMP maintenance?

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4.1 Post-Construction Stormwater Management Requirements			
Incorporated			Content
Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the project require post construction stormwater management? (Post construction stormwater management requirements applies to projects with one (1) or more acre(s) of land disturbance and/or construction activity.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have Green Infrastructure techniques and practices been considered and been given preference as design options consistent with zoning, subdivision, and PUD requirements? (e.g. infiltration, evapotranspiration, water reuse/harvesting, green roofs, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Do post-development peak flows rates match or are reduced from pre-development peak flow rates for the 2, 10, and 100-year, 24 hour storm events at each discharge point from the project area?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will the required water quality volume be treated on – site or at an approved off – site location?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have on – site volume reduction practices been considered first when designing the permanent stormwater treatment system?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have flood control been considered and addressed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have hydrological assessments and appropriate modeling been completed to show compliance with the City’s water quality and volume control requirements?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the City’s design computation criteria been used in the design and analysis of stormwater management and conveyance systems?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has a maintenance agreement been completed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has a maintenance plan been developed?

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5.1				Special or Impaired Waters	
Incorporated			Does the site drain to the following special or impaired waters?	Additional BMPs required for special and impaired waters?	
Yes	No	N/A			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wilderness Areas	C.1, C.2, C.3	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mississippi River	C.1, C.2, C.3	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scenic or Recreational River	C.1, C.2, C.3	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lake Superior	C.1, C.2, C.3	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lake Trout Lakes	C.1, C.2, C.3	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trout Lakes	C.1, C.2, C.3	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scientific and Natural Areas	C.1, C.2, C.3	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trout Streams	C.1, C.2, C.3, C.4	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Calcareous Fens	C.1, C.2	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Impaired Water w/o TMDL or w/ TMDL and no WLA	C.1, C.2	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Impaired Water w/ TMDL and WLA	BMPs outlined in TMDL or C.1, C.2	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wetland	Follow Wetland Mitigation Sequence	
Yes	No	N/A	If Yes, have the additional BMP requirements been met?		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C.1	Stabilization of all exposed soils must be initiated immediately to limit soil erosion but in no case later than seven (7) days after construction activity and temporary sediment basins must be used for five (5) or more acres draining to a common location.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C.2	The water quality volume of one (1) inch of runoff from new impervious surfaces must be retained on site by the projects permanent stormwater management system.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C.3	Maintain and include an undisturbed buffer zone of not less than 100 linear feet from the special water.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C.4	The permanent stormwater management system must be designed such that discharge from the project will minimize any increase in the temperature of receiving waters from the one (1)-and two (2)-year 24 hour precipitation events.	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wetlands	Impacts permitted under WCA, DNR, US Army Corps Compliance with MN Rule 7050.0186 is documented and approved by MPCA.	

Notes: