

NOTICE OF PROPOSED GUIDANCE DOCUMENT
DTIMBOA18

Pursuant to Wis. Stat. s. 227.112, the Wisconsin Department of Transportation is hereby seeking comment on DTIMBOA18, a proposed guidance document.

PUBLIC COMMENTS AND DEADLINE FOR SUBMISSION

Comments may be submitted to the Wisconsin Department of Transportation for 21 days by:

1. Department's website: <https://appengine.egov.com/apps/wi/dot/guidance-docs?guidDocId=DTIMBOA18>

2. Mailing written comments to:

Division of Transportation Investment Management
Wisconsin Department of Transportation
4822 Madison Yards Way
PO Box 7913
Madison, WI 53707-7913

WEBSITE LOCATION OF FINAL GUIDANCE DOCUMENT

The final version of this guidance document will be posted at wisconsin.dot.gov to allow for ongoing comment.

AGENCY CONTACT

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Following TRANS 401 of Wisconsin Administrative Code, an ECIP for a project shall be provided to the appropriate WisDOT region office of construction and to the appropriate WDNR liaison, as identified in the plan, at least 14 days prior to the pre-construction conference; or at a time otherwise agreed upon by WisDOT, WDNR and the prime contractor. The ECIP shall be prepared by the prime contractor in a detailed, written and pictorial format that identifies the schedule, timing, and methodology for the contractor's implementation of the project's erosion control plan. See the [ECIP Worksheet Instructions](#) in the Appendix for additional information regarding ECIP contents.

The ECIP shall not be implemented prior to its written approval by the Department of Transportation, in consultation with the Department of Natural Resources.

Project ID: _____ Airport: _____
 Name of Project: _____
 Type of Work: _____
 Prime Contractor: _____
 Address: _____
 Contact Person: _____ Phone: _____
 E-mail: _____
 DOT-BOA Project Manager: _____

A. The following shall complement the WisDOT project erosion control plan.

1. Principal contact of the contractor responsible for installation, maintenance, and removal of erosion control and storm water management measures at the project sites.
 Name: _____ Phone: _____
 Firm: _____ E-mail: _____
 Address: _____
2. A description of the intended timetable and sequence of major land disturbing activities at the project sites.
3. A description of erosion control and storm water management measures to be utilized and a schedule for implementing them, including staging construction and maintenance to limit disturbed areas subject to erosion; timing and use of erosion control mobilizations; method for winter shut-down; and the removal of temporary measures.
4. For each structure on the project identify:
 - a. How any Special Provisions relating to bridge removal will be met.
 - b. The structure removal capture system to be used.
 - c. Dewatering methods and locations.
 - d. Protection around abutments and pier(s).
 - e. Location and protection of stockpile(s).
 - f. How water will be handled (i.e. diversion channel, pumping), include detailed plan.
 - g. Location of staging areas.
 - h. Any changes needed to the 404 permit.
5. A description of any additions, amendments, deletions or modifications to the projects erosion control plan or any of the contract documents which pertain to erosion control and stormwater management for the project sites.

B. Selected Site ECIP

Project ID: _____ Airport: _____
 Project Description: _____
 Type of Work: _____
 Prime Contractor: _____
 Address: _____
 Contact Person: _____ Phone: _____
 E-mail: _____
 DOT-BOA Project Manager: _____

The ECIP shall also include, at a minimum, a narrative and pictorial description for **each** of the selected sites, if any, and attendant erosion control and storm water management measures for the selected sites. If the combined area of the project site and all selected sites disturbs 1 or more acres as determined by WisDOT the following information is required for each selected site. Selected sites that **do not** involve processing of materials and are used exclusively in DOT projects shall be addressed in the ECIP.

If a selected site is used prior to WisDOT written approval, it is not covered under the Cooperative Agreement between WisDOT and WDNR; all applicable federal, tribal, state, and local permits need to be obtained for the selected site.

1. Selected Site Name: _____
 Address: _____
 City/Village/Town: _____ County: _____
 Township Range Section 1/4 Sect. 1/4-1/4 Sect.: _____
 Include a location map (i.e., plat map).

2. Principal contact of the contractor or other person responsible for installation, maintenance, and removal of erosion control and stormwater management measures at the selected site.
 Name: _____ Phone: _____
 Firm: _____ E-mail: _____
 Address: _____

3. Commercial Site: Does this site have a **stormwater** permit issued by another Wisconsin State Agency (i.e., WDNR) or Federal Government Agency (i.e., EPA)? Yes / No
 If no, continue to question #4
 If yes, Name of the site: _____
 Contact for the site: _____ Phone: _____
 Include cover sheet of Federal or Wisconsin Stormwater Permit or printout of WDNR Industrial Stormwater general permit website displaying the Permit number, FIN number, and Status.
 Will the waste or borrow be in the permitted area? Yes / No
 If yes, this is the end of Part B for this selected site.
 If no, then complete the remainder of Part B.

4. Have applicable permits been obtained? Yes / No

5. Is the selected site on tribal land? Yes / No

6. Has the Archaeological Review (Form DT1919) been sent to BTS? Yes / No
 What was the Bureau recommendation? _____ Have not received response yet
 _____ Survey Recommended _____ High Potential _____ OK to Proceed

7. Construction activity dates at the selected site: Start: _____ Complete: _____

8. A narrative description of the selected site as it exists before construction, the nature of the activities to be performed at the site including approximate quantity of waste/borrow material, and land use anticipated after restoration to the site.

9. A description of the intended sequence of major land disturbing activities at the selected site.

10. Estimated total area of selected site: _____ Total disturbed area: _____

11. Immediate receiving waters: _____
 (Attach FEMA Floodplain maps)

12. Runoff coefficients at the selected site. (Attach the Runoff Coefficient Table)
 Supply the following estimates: Site slope before construction: _____ After: _____

13. Site map(s) including: (See Trans 401.08(2)(b)(11) for details).
 - a. Boundaries of the site and areas of soil disturbance.
 - b. Existing topography and drainage patterns, roads and surface waters.
 - c. Drainage patterns and approximate slopes anticipated after major grading activities.
 - d. Location of major structural and non-structural erosion control and stormwater management practices.
 - e. Location of areas where stabilization will be employed, including but not limited to vegetation, following construction or maintenance activities.
 - f. Area and extent of wetland acreage on the site, whether disturbed or not.
 - g. Locations where storm water is discharged to a surface water or wetland.
 - h. Location of any internal haul roads.

(Recommend using USGS maps, Orthophotos, SCS Soils maps, or equivalent.)

14. A description of appropriate erosion control and storm water management measures that will be employed at the selected site to prevent sediments and pollutants from reaching waters of the state, including wetlands. The plan shall clearly describe the appropriate best management practice for each major activity identified and the timing during the construction process that the measures will be implemented. The description of best management practices shall include:
 - a. Description of permanent or temporary erosion control and storm water management measures. Plans shall ensure the preservation of existing vegetation where practical.

- b. Description of structural practices to divert runoff away from exposed soils, to store flows or to otherwise limit runoff and the discharge of pollutants from the site.
 - c. Management of overland flow at the site.
 - d. Trapping of sediment in channelized flow.
 - e. Staging construction to limit bare areas subject to erosion.
 - f. Protection of downslope drainage inlets where they occur.
 - g. Minimization of tracking at the site.
 - h. Clean up of off-site sediment deposits.
 - i. Proper disposal of building and waste material at the site.
 - j. Stabilization of drainage ways.
 - k. Installation of permanent stabilization practices as soon as possible after final grading.
 - l. Minimization of dust to the maximum extent practical.
 - m. Stabilization of the disturbed portions of the site.
15. A description of the procedures to maintain vegetation, best management practices and other protective measures, in good and effective operating condition. If the selected site will remain open for more than 2 weeks without construction activities (i.e. over-winter), how will the site be stabilized and how often will it be inspected?

If permanent infiltration devices are employed, complete:

16. Existing data describing the surface soil, subsoils, and depth to groundwater at the selected site. (Refer to Soil Conservation Service's County Soil Survey Book or equivalent where available.)

C. Amendments

The contractor shall follow the procedure outlined in Trans 401.08(3) for all amendments.

The ECIP shall be amended when there is a change in design, construction, operation or maintenance at a project or selected site that has the reasonable potential for a discharge to waters of the state and that has not been addressed in the ECIP; or when the best management practices required by the plan fail to reduce adverse impacts to waters of the state caused by a discharge.

Amendments are subject to the written approval of the Department of Transportation after consultation with the DNR.

Label all attachments with the corresponding Section and Number (i.e., Attachment B8).

Appendix - ECIP Worksheet Instructions

The prime contractor implementing the erosion control plan for the project shall develop the Erosion Control Implementation Plan. The prime contractor shall also use the ECIP to develop and implement an erosion control plan for selected sites, if any. The prime contractor is referred to ch. Trans 401, Wis. Administrative Code for a detailed account of the items required in the ECIP.

The ECIP shall be prepared in a detailed, written and pictorial format that identifies the schedule, timing and methodology for the contractor's implementation of:

- A. The project's erosion control plan.
- B. The erosion control plan for selected sites. "Selected sites," means any borrow site or material disposal (waste) site used exclusively for projects administered by WisDOT.

The following is a description of the requirements that are needed for an ECIP under Trans 401. The associated numbers coincide with the ECIP worksheet. The ECIP is not intended to restate contract requirements relating to environmental issues. The ECIP shall contain information as to how the contract erosion control requirements will be implemented by the prime contractor.

Section A is required for any DOT directed and supervised project that has the potential for erosion. However, the level of detail for an ECIP depends on the project type. DOT administered projects that do not contain bid items for erosion control *may* not require the submittal of an ECIP, unless specified otherwise by the DOT (i.e., long line stripping).

- A1. Identify the contractor's representative in charge of installing, maintaining and removing the erosion control devices, i.e. erosion control subcontractor. Include phone number(s) and e-mail address that will directly contact this representative at any time of the day or night, not the office number.
- A2. The contractor's progress schedule with all land disturbing and erosion control activities, including erosion control mobilizations.
- A3. The contractor must explain how they will implement the erosion control plan into their construction stages and operations. Prepare a narrative that describes how the erosion control practices fit into the project and show when erosion control mobilizations are to occur. Use drawings to illustrate staging as well as proposed changes. Each erosion control item must be shown and labeled. Show when specific erosion control practices will be placed or removed for each operation or stage of the project. Indicate when temporary measures will be removed. Describe any additional measures not included in the erosion control plan due to late season work. If any portion of the project will remain open for an extended period of time (i.e. over-winter) indicate how the area will be stabilized and how often and by whom it will be inspected.
- A4. For each structure on the project identify the following:
 - a. Refer to any and all Special Provisions that relate to each structure and how they will be met.
 - b. What method will be used to prevent material from falling?
 - c. Identify what method will be used for dewatering, the maximum pumping rate for this method, where will it be located and if vegetation is required to at the outlet.
 - d. Method to create a barrier between the abutments or piers and any open water.
 - e. Where will any stockpiles be located and how will they be protected from entering a waterway or wetland.
 - f. Method to divert or handle live water while working on the structure. Include a detailed plan.
 - g. Where will the staging area be located and how will it be separated from any live water or wetlands.
 - h. If there is an existing 404 permit is it adequate or will contractor methods require an amendment? If there is not a 404 permit do the contractor methods require one?
- A5. Any changes to the erosion control plan are identified in this section.

Section B of the worksheet is for selected sites (borrow and material disposal sites) only. Complete Section B for **each** selected site. The ECIP for selected sites shall include, **at a minimum**, a narrative and pictorial description of each of the selected sites (plan and cross section views as appropriate), the erosion control measures used at each site, and a schedule for implementing them.

Selected sites that involve material processing must be in compliance with NR 216 and other laws for use in a DOT project, but do not require the submittal of a full ECIP. For these sites, the ECIP should document the compliance of the processing sites with NR 216 and other applicable laws.

- B1.** Name and location of selected site. Attach a plat map or other location map.
- B2.** Identify the contractor's representative in charge of installing, maintaining, and removing the erosion control devices. Include a phone number and e-mail that will directly contact this representative, not the office number.
- B3.** If this site has an individual or general **stormwater permit** by another Wisconsin State Agency or Federal Government Agency the complete ECIP is not required, but proof that it is permitted is required. Information can be obtained from Wisconsin DNR website, keywords: industrial stormwater permit or at <http://dnr.wi.gov/topic/stormwater/data/Industrial/>. If the work done is on the pit property, but not in the permitted area, a complete ECIP Section B submittal is required. An NR135 permit alone is not acceptable.
- B4.** It is the contractor's responsibility to know what permits are applicable.
- B5.** Lands owned or held by a recognized Tribe will need to go through the tribe, in addition to WisDOT and WDNR, for the ECIP process.
- B6.** An Archaeological Review must be sent to BTS for review for each selected site.
- B7.** Start and completion dates of construction activities on selected site.
- B8.** Describe the selected site before, during and after construction. Identify the existing site conditions and use (i.e. farmed field, lawn). Identify if it is a borrow site or material disposal (waste) site including how material will be removed or deposited and approximate quantity of material. Discuss the post construction use of this site.
- B9.** Timetable for selected sites similar to the progress schedule for the project site.
- B10.** Area of each individual selected site. Area of disturbance.
- B11.** List immediate receiving waters that are directly affected by runoff from the selected sites. If there is an immediate receiving water, special care must be taken to protect this area. A check to see if this area is a wetland is recommended.
- B12.** Attach the DOT's Runoff Coefficient Table, and note the before and after construction slopes.
- B13.** Map showing where site is located. Please see Trans 401.08(2)(b)(11) for details. Identify the topography, drainage patterns, anticipated slopes and areas of disturbance, location and timing of structural controls, non-structural controls, areas where stabilization will be employed, and areas that will be vegetated on the selected site.
 - a. Use plan or location map to outline both the property and the area of soil disturbance.
 - b. Use USGS Topographical map or similar to show existing conditions.
<http://nationalmap.gov/gio/viewonline.html>
 - c. Use same map to identify drainage patterns at the site.
 - d. Identify where the BMPs will be used.
 - e. Where and how will the site be stabilized, i.e. seed or sod.
 - f. Identify any impacted, affected or nearby wetlands. If there are any wetlands that may be affected, then a qualified Wetland Delineator must establish the boundaries.
<http://www.dnr.state.wi.us/wetlands/mapping.html>
 - g. Locate where stormwater will be discharged from the site during and after construction and any protection needed at the outfall.
 - h. Locate any existing or created haul roads within the site boundaries that will be used.

- B14.** Where and how best management practices will be used.
- a. Which BMPs are going to be used and where.
 - b. Topsoil berms to divert water away from exposed surfaces.
 - c. How will the overland flows be contained, diverted and prevent sediment from leaving the site.
 - d. Ditch checks, sumps, sediment traps, etc.
 - e. Identify if the way the site is staged will prevent excessive runoff.
 - f. Protect all nearby inlets that may likely be affected by the site.
 - g. Type of tracking pad if needed.
 - h. Method and frequency of cleaning any sediment that left the site. (i.e. sweeping at end of each day if tracking pad is not 100% successful at keeping sediment on site.)
 - i. Disposal methods for all non-sediment on site.
 - j. Permanent stabilization of any ditches, channels or depressions where water will likely flow post-construction.
 - k. Schedule permanent stabilization as soon as practical to prevent possible future erosion.
 - l. Identify any dust control practices that will be used.
 - m. Vegetation or signed agreement with property owner if it will be farmed or for other use immediately after the site is closed.
- B15.** Describe the maintenance procedures that will be used on the selected site.
- B16.** Soil information is required when permanent infiltration devices will be used on the selected site. The information will usually come from Soil Conservation Service County Soil Survey (SCS) book.
<http://websoilsurvey.nrcs.usda.gov/app/>

Section C. Please refer to Trans 401.08(3) for all amendments. DNR should be notified by DOT of any planned amendments to the plan.

ECIP's may be done in stages, if approved by the DOT (for example, all selected sites are not known at the time of ECIP submittal). The ECIP for the initial project should indicate when the other stages would be submitted to the DOT.