



Construction Site Design Review Checklist

Project Description	
Project Title:	
Project Job No:	Acreage of Site:
Name of Design Firm:	
Projected Construction Timeframe:	
Description of Project:	

Site Information			
Construction Site Location:			
Latitude:		Longitude:	
Tax Map Key No(s):			
Disturbed Area (to nearest tenth of an acre):		Total Project Area (to nearest tenth of an acre):	
Existing Percentage of Impervious Area:		Percentage of Impervious Area After Completion:	

Nearest Water Body Information	
Name of Nearest Receiving Water Body(s) and Distance:	
Any New or Modified Storm Drain Connections:	
Description of Storm Drains On or Adjacent to Project Area:	

Design Submittal (Check one):
<input type="checkbox"/> Preliminary Design <input type="checkbox"/> Semi-Final Design <input type="checkbox"/> Final Design

Signature and Certifications	
Designer: I certify that the design is complete, accurate, and addresses the items on this checklist to the best of my knowledge.	
Print Name:	Job Title:
Signature:	Date:
Review: HDOT Harbors Project Manager and Environmental Section.	
Harbors Project Manager Signature:	Print Name:
	Date:
Harbors Environmental Section Signature:	Print Name:
	Date:

Existing and Proposed Site Features	Yes	No	N/A
1. The following site features should be included on the plans, if deemed necessary based on project type, size, and scope.			
• Existing and proposed topography, features, and storm water flow paths	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preliminary location, size in square feet, and limits of disturbance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Locations of existing and proposed roads, curbs, gutters, storm drains, inlets, buildings, signs, sidewalks, traffic signals, light standards, guardrails, and other structures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location of internal swales and ditches, and other drainage facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Maps of predominant soils from USDA soil surveys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Boundaries of existing predominant vegetation and proposed limits of clearing and grubbing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Existing and proposed utilities and easements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Preliminary location and dimensions of proposed channel modifications, such as bridge or culvert crossings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. If the project or site includes, is adjacent to, or otherwise may impact any of the following, they should be included on the plans.			
• Perennial and intermittent streams or other surface water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location and boundaries of resource protection areas such as wetlands, lakes, ponds, and other setbacks (e.g., stream buffers, drinking water well setbacks, septic setbacks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Location of floodplain/floodway limits and relationship of site to upstream and downstream properties and drainages	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• The limits of the existing and proposed maps and plans shall extend past the project limits if any existing condition has an impact to the project. Include future projects that have the potential to start prior to the subject project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Stream flow velocity for stream work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Identify potential pollutants related to non-storm water on site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Scheduling	Yes	No	N/A
1. Include sequencing of construction activities with the implementation of construction site BMPs is provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Show how the rainy season relates to soil-disturbing and re-stabilization activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Include detail on the implementation and deployment of soil stabilization, sediment control, non-storm water management, construction material management, waste management, pollution control, spill control practices, and inspection and maintenance BMPs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. If the project is performed in multiple phases, are the phase-specific BMPs that take into account relevant potential pollutants?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Construction Site BMPs <small>(Please refer to City and County of Honolulu Storm Water BMP Manual – Construction, November 2011, for more information)</small>	Yes	No	N/A
1. Soil Stabilization Practices (Plans address or include the following practices and situations?)			
• Preservation of existing vegetation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Stabilization of construction entrance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Protection of stockpiles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Bank stabilization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Topsoil management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Mulching, seeding, and/or planting with installation/application procedures and requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Velocity reduction devices in storm water flow paths	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Geotextiles, plastic covers, turf reinforce mats, and/or erosion control blankets/mats, with installation/application procedures and requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Temporary drains, swales, earth dikes, and/or lined ditches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

• Slope drains, subsurface drains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Top and toe of slope diversion ditches/berms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Sediment Control Practices (Plans address or include the following practices and situations?)			
• Location of potential sediment sources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Does on-site drainage enter into off-site drainage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Dust/Silt fence, wattles, perimeter socks, and matting rolls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Watering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Soil binders, including acrylic polymers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Storm drain inlet protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Temporary sediment basin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Sediment trap	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Flared culvert end sections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Outlet protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Temporary stream crossing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Ingress/Egress sediment control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Slope roughening/terracing/rounding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Sand bag barrier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Brush or rock filter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Shoveling, sweeping, and disposing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Non-Storm Water Management Practices (Plans address or include the following practices and situations?)			
• Employee training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Vehicle and equipment cleaning, refueling, and maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Dewatering operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Paving operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Concrete washout procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Structure construction and painting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Water conservation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Good housekeeping practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Construction Material Management, Waste Management and Spill Control Practices (Plans address or include the following practices and situations?)			
• Material delivery, use, and storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Spill prevention control, spill kit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Hazardous waste properly stored in designated areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Sanitary/Septic waste management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Liquid waste managed with storage containment devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Contaminated soil management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Concrete waste management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Fertilizer, pesticide, herbicide, fungicide, and biocide management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Inspection and Maintenance Responsibility	Yes	No	N/A
(Plans address or include the following practices and situations?)			
1. Long-term inspection entity, operation, and maintenance identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Minimum maintenance frequency identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Recordkeeping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Schedule and/or triggers for inspection of BMP measures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Rain gauge monitoring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Incident report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Permits, Reports, and Plans	Yes	No	N/A
Assess if the project requires any of the following that may include or impact BMPs. If not required, check N/A.			
1. NPDES Form C for Construction Activities is provided, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. NPDES Form F for Hydrotest waters discharge is provided, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. NPDES Form G for Dewatering discharge is provided, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. 401 Water Quality Certification is provided, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. 404 Department of Army Permit is provided, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Coastal Zone Management Permit is provided, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Special Management Area Permit is provided, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Drainage report is provides, if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Grading Permit with temporary erosion control plan is provided. (if project requires City and County approval and meets requirements)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. If multiple permits or approvals are required for the project, BMPs are consistent in all permits and plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>