State of Hawaii Department of Transportation

Harbors 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 Existing Storm Drains on or adjacent to Project Area:	

Design Submittal (Check one):		
☐ Preliminary Design	☐ Semi-Final Design	☐ 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	☐	☐	☐
• Preliminary location, size in square feet, and limits of disturbance	☐	☐	☐
• Locations of existing and proposed roads, curbs, gutters, storm drains, inlets, buildings, signs, sidewalks, traffic signals, light standards, guardrails, and other structures	☐	☐	☐
• Location of internal swales and ditches, and other drainage facilities	☐	☐	☐
• Maps of predominant soils from USDA soil surveys	☐	☐	☐
• Boundaries of existing predominant vegetation and proposed limits of clearing and grubbing	☐	☐	☐
• Existing and proposed utilities and easements	☐	☐	☐
• Preliminary location and dimensions of proposed channel modifications, such as bridge or culvert crossings	☐	☐	☐
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	☐	☐	☐
• 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)	☐	☐	☐
• Location of floodplain/floodway limits and relationship of site to upstream and downstream properties and drainages	☐	☐	☐
• 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.	☐	☐	☐
• Stream flow velocity for stream work	☐	☐	☐
3. Identify potential pollutants related to non-storm water on site.	☐	☐	☐

Scheduling	Yes	No	N/A
1. Include sequencing of construction activities with the implementation of construction site BMPs is provided?	☐	☐	☐
2. Show how the rainy season relates to soil-disturbing and re-stabilization activities?	☐	☐	☐
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?	☐	☐	☐
4. If the project is performed in multiple phases, are the phase-specific BMPs that take into account relevant potential pollutants?	☐	☐	☐

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

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

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	☐	☐	☐
2. Minimum maintenance frequency identified	☐	☐	☐
3. Recordkeeping	☐	☐	☐
4. Schedule and/or triggers for inspection of BMP measures	☐	☐	☐
5. Rain gauge monitoring	☐	☐	☐
6. Incident report	☐	☐	☐

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.	☐	☐	☐
2. NPDES Form F for Hydrotest waters discharge is provided, if required.	☐	☐	☐
3. NPDES Form G for Dewatering discharge is provided, if required.	☐	☐	☐

4. 401 Water Quality Certification is provided, if required.	☐	☐	☐
5. 404 Department of Army Permit is provided, if required.	☐	☐	☐
6. Coastal Zone Management Permit is provided, if required.	☐	☐	☐
7. Special Management Area Permit is provided, if required.	☐	☐	☐
8. Post-construction Stormwater Mitigation Plan is provided, if required.	☐	☐	☐
9. Grading Permit with temporary erosion control plan is provided. (if project requires City and County approval and meets requirements)	☐	☐	☐
10. Permit for Connection to the State Harbors Drainage System (if applicable)	☐	☐	☐
11. Permit to Discharge into the State Harbors Drainage System (if applicable)	☐	☐	☐
12. If multiple permits or approvals are required for the project, BMPs are consistent in all permits and plans.	☐	☐	☐