

Construction Company XYZ
Address
Contact phone number

SMSC Land Department
Address

Re: letter of transmittal

This letter of transmittal is in regards to the development of Lot ABC at such and such address on such and such a road. The land disturbing activity will take place between Lot DEF and Lot GHI and across the street from Lot JKL.

This is a residential home development in which we propose to disturb approximately 1/2 acre in the home building process and approximately 1/4 acre more (total 3/4 acre) for landscaping.

The approximate amount of impervious surface is 3000 feet in house footprint and 1000 feet in concrete for the driveway.

In the process of excavating the foundation we will generate a spoil pile of approximately 1500 cubic yards. About a fifth of this will be used to backfill the foundation and the rest will be hauled to area MNO in Savage. Since we will have plenty of material we will not need to borrow material.

In the process of the disturbance we will follow the guidelines as discussed in the Tribal Manual of Approved Erosion Control and Storm Water Management Practices. We will also implement our Erosion and Sediment Control Plan and or the Storm Water Pollution Prevention Plan as detailed. If we need to implement new practices or alter something in the Erosion and Sediment Control Plan or the Storm Water Pollution Prevention Plan we will notify the Land Department and obtain written and/or verbal approval.

Attached with this letter are the narrative, maps, and details as required for all site development permits.

For questions regarding the development of the plan contact the Jim the Engineer. For questions regarding plan implementation or BMP maintenance contact Dave the Project Supervisor.

Dave

Project Supervisor

Letter of Transmittal

See attached cover letter

Narrative

Name, address and telephone number:

Name	Title	Contact Address	Contact Number
Steve -----	Owner/Lessee	3223 Owner Lane, Shakopee, MN 55---	952- +++ +---
Jim -----	Engineer	7640 Engineering Lane, Savage, MN 55---	612- +++ +---
Art V.	Project Supervisor	4230 Project Supervisor Lane, Chaska MN 55---	952- +++ +---
Art V.	Contact for erosion control		

Existing Site Conditions

Pre-construction topography	See Map 2 – the slopes are varied ranging from flat (0%) to sloping steeply (>20%).
Pre-construction vegetation	The site is thoroughly covered in prairie flowers, alfalfa and other thick vegetation.
Pre-construction Drainage	The front half of the site drains to the road. The west side and northwest corner drains to Lot DEF. Eventually the entire lot, with the exception of the front, flows overland to Wetland C-9.

Adjacent Areas:

Lots on either side and across the street are fully developed with managed turf grass. Behind the site is wetland C-9 that drains to wetland C-10 before it leaves the Reservation to via another wetland. There is a bituminous road in front of the site and a storm drain inlet 50’ downhill from the SW edge of the site.

Soils

According to the Scott County Soil Survey the site is primarily composed of Hayden loam soil which contain loam in the upper part and loam to clay loam below 22 inches.

Critical Areas:

After reviewing the Scott County Soil Survey it was found that the dominant soil type is Hayden and these soils are susceptible to erosion. And since parts of the site have steep slopes (>20%) there is the potential for severe erosion.

Erosion and sediment control measures (see Map 2 and 3):

Silt fence with steel posts will be installed in accordance with the Tribal Manual of Approved Erosion Control and Storm Water Management Practices to protect Wetland S-7 and the neighbor’s property (Lot PQR) on the SW corner. Silt fence with wood posts will be installed on the roadside to protect sediment from reaching the street.

Across the site and especially the areas with steeper slopes we will make every attempt to leave the existing vegetation undisturbed.

Two rock driveways will be installed; one where the permanent driveway is located and another temporary rock driveway on the other side of the site. This will allow us to access the site from either side.

When the soil is not being worked for 7 days (see soil stabilization below) it will be seeded with weed free annual rye or a MNDOT 500 mix and mulched. The site will be reseeded until there is at least 70% coverage of exposed soils. This may need to be done several times over the course of the project as we reclaim areas that are disturbed multiple times. This includes soil stockpiles that are on site after the foundation has been backfilled. See permanent stabilization for a description of permanent vegetative measures.

We anticipate that the rock driveways will keep the road clean of soil, other wise we will begin a program in which we clean the road at the end of each day.

Two permanent rock walls will be installed to reduce the slope length on each side and in the back to lessen the slope.

Art -----, the Project Supervisor (Phone Number), is the contact for issues pertaining to erosion control.

Permanent stabilization:

We are currently working with the Owner/lessee in an attempt to get a landscape plan in place by the time the house is complete. If a plan is not complete and ready to go we will vegetate the remaining portions of the site with weed free perennial rye or MNDOT 500 mix. In no case will we leave any portion of the site exposed for longer than 7 days after it is not being worked (See stabilization below).

Soil stabilization:

Following initial soil disturbance or redisturbance, permanent or temporary stabilization shall be completed within seven (7) days on all perimeter dikes, swales, ditches, perimeter slopes, and all slopes greater than 3 horizontal to 1 vertical (3:1); embankment of ponds, basins, and traps; and within fourteen days (14) days on all other disturbed or graded areas, including soil stockpiles.

Maintenance:

The site will be walked by the Project Supervisor once per week and after every ½ inch rainfall event. The silt fence will be checked for weaknesses and the driveway will be checked for cleaning capability once per week and after every ½ inch rainfall event. The road will be checked daily to make sure sediment is not being tracked off site. These inspections will be recorded on paper and kept with the Project Supervisor and will be available upon request.

Details

Final site stabilization

As discussed above the Owner/Lessee is in discussion with a landscaping company in an attempt to secure a landscaping plan that can be implemented as soon as the work can begin. Because we will be seeding the site with MNDOT 500 mix throughout the project we do not anticipate much exposed soil. We will inspect the site periodically to ensure at least 70% coverage throughout the site and fill in bare areas as necessary.

Structural design:

There are no anticipated erosion and sediment control or storm water structures, either temporary or permanent that require the submittal or details at this time. Should it be discovered that a temporary or permanent structure is necessary, the Land Department will be notified and details submitted.

Chronological construction schedule:

Date	Activity
Enter start dates here ↓	Clearing and grubbing or those areas necessary for installation of perimeter erosion control devices
	Construction of perimeter erosion control devices
	Remaining interior site clearing and grubbing
	Installation of permanent stabilization measures
	Grading for the remainder of the site
	Utility installation and whether storm drains will be used or blocked after construction
	Building, parking area and site construction
	Final grading, landscaping and/or stabilization
	Implementation and maintenance of final erosion control structures
	Removal of temporary erosion control devices
These are not exclusive; each site is unique and the plan should the different activities and chronological order.	