

## SOP 4: SITE PLAN REVIEW

### Introduction

The Town of Southbridge's Site Plan Review procedures are dictated by Section 2.6 of the Zoning By-laws. Most construction, reconstruction, and renovation other than single-family and two-family dwellings require Site Plan Review. Depending on whether the review qualifies as a Major or Minor Site Plan Review, it will be reviewed by the Planning Board or the Development Review Team (DRT) respectively. In the case of Major Site Plan Reviews, members of the DRT (consisting of stakeholders from various town departments) will be given the opportunity to review the plans and provide comments prior to the Planning Board's open meeting.

The DRT's review of site plans shall include a review the applicant's plans to a prevent pollution of water resources during and after construction. Site plans should be reviewed for the following:

- BMPs to minimize the discharge of pollutants during construction
- BMPs to minimize the discharge of pollutants after construction
- Evaluation of opportunities for low impact design (LID) and green infrastructure

All plans should, at a minimum, comply with the requirements of the Massachusetts Stormwater Handbook and any other applicable local, state, and federal requirements.

### Construction Phase BMPs

Site plan reviews will include an evaluation of the applicant's proposed BMPs to prevent discharge of various pollutants during the construction phase. This includes prevention of erosion and sedimentation, control of solid and hazardous wastes, BMPs for dewatering activities, and site closure.

#### *Erosion Minimization*

BMPs to minimize erosion are the first line of defense for preventing sediment from running off of a construction site. Applicants should specify the types of erosion control to be used on their construction sites, present schedules for temporary and final soil stabilization, and detail how they proposed to maintain their BMPs. Some erosion prevention BMPs include:

- Erosion controls such as temporary seeding, natural & synthetic mulches, tackifiers & soil stabilizers, erosion control blankets, and turf reinforcement mats.
- Energy dissipation at pipe outlets
- Plans to route the flow of stormwater around unstabilized areas
- Plans for final stabilization of site with perennial vegetation or other suitable means

### *Sedimentation Controls*

Properly installed and maintained sedimentation controls will prevent the discharge of sediment laden stormwater from the construction site. They should allow the discharge of clean stormwater while retaining sediment on the site. Applicants should specify which types of sedimentation controls they propose to use and detail how the controls will be maintained. Some examples of sedimentation controls include the following:

- Vehicle tracking BMPs such as stabilized construction entrances and wheel washes
- Perimeter controls for disturbed areas such as silt fence, straw wattles, sediment traps, etc.
- Check dams in swales & channels (material may be stone, straw wattles, sandbags, or other material suitable to the conditions)
- Diversion barriers such as cofferdams
- Storm drain inlet protection
- Sedimentation controls around temporary stockpiles
- Temporary settling basins or tanks
- Use of polymers or flocculants if conventional controls are unfeasible or inadequate (type and dosage must be appropriate for the conditions)

### *Control of Solid and Hazardous Wastes*

Proper storage, handling, and disposal of building materials and wastes is important for the protection of stormwater. Applicants should detail their methods for preventing chemicals and other waste products from polluting stormwater. Methods for prevention of pollution from solid and hazardous wastes include:

- Cover on building products, pesticides, herbicides, insecticides, fertilizers, chemicals, and landscape materials
- Proper storage and disposal of waste
- Securing portable toilets
- Proper containment of concrete washout wastes to prevent them from contacting the ground or running off the site
- Defined area for vehicle washing, fueling, and maintenance with a plan to contain wash runoff and spills

### *Dewatering Activities*

If dewatering activities are anticipated during a construction project, the applicant should detail their plans to treat the sediment-laden water so that only clean water is discharged. Treatment may include dewatering bags, sedimentation basins or tanks, and if necessary, the addition of polymers or flocculants.

### *Site Closure*

The applicant's plan should include the procedure for closure of their construction site. This plan should include the following, at a minimum:

- The process for final soil stabilization with perennial cover
- The process for cleaning sedimentation basins, catch basins, drainage pipes and swales
- Removal of all temporary erosion and sedimentation controls

## Post-construction BMPs

Permanent stormwater management systems must be designed, installed, and maintained correctly in order to function properly. Applicants should specify the design and installation of structural BMPs and present their plan for ongoing maintenance of such. Typical structural pretreatment BMPs include deep sump catch basins, oil/grit separators, proprietary separators, sediment forebays, and vegetated filter strips. Typical infiltration BMPs include permeable pavements, bioretention/bioinfiltration systems (rain gardens), infiltration basins and trenches, subsurface infiltration systems, and more.

## Low Impact Development and Green Infrastructure

Site plans should be reviewed for opportunities to include green infrastructure which manages stormwater as close to its source as possible and mimics the pre-development hydrology of the site as closely as possible. There are various green infrastructure systems that can be used to infiltrate, evapotranspirate, or reuse stormwater on the site where its generated. Some of these systems include rain gardens, bioswales, green roofs and walls, rain barrels & cisterns, permeable pavements, water conservation measures, removal of impervious pavements, and vegetated buffers with native landscaping. Whenever opportunities for low impact development and green infrastructure are identified, the town should encourage the applicant to include them in their design.

## Related SOPs

1. SOP 5: Construction Site Inspection Procedures
2. SOP 6: Erosion and Sedimentation Control
3. SOP 9: Inspection and Maintenance of Structural Stormwater BMPs