

Inspection Report and Log Template–Residential Simple Sites

This report and log are intended for residential permits that are eligible for the Simple Site Plan (Appendix E). It is for use by the On-Site Erosion and Sediment Control Manager (ESCM Manager) when conducting their regular inspections and must be made available to the City on request. This specific report and log are not required, but the same information must be documented.

Permit/IVR:

Site Address:

Inspector/Organization:

Date/Time of Inspection:

Rainfall in last 24 hrs:

Erosion and Sediment Controls	Citation	Response		
Is the site free of visible/measurable offsite sedimentation, vehicle track-out, or other signs of sediment leaving the site?	PCC 10.30.020 (A)	Y	N	NA
Have perimeter controls been installed and maintained? (e.g., sediment fence, straw wattles, compost berms, or other approved alternative)	ESCM BMPs 14/3.15	Y	N	NA
Is inlet protection in place at the nearest downstream inlet(s) and inlets onsite?	ESCM BMP 3.19	Y	N	NA
Is effective dust control being performed?	ESCM BMPs 3.3–3.11	Y	N	NA
Is a wheel wash, paved access road, or stabilized rock exit, or approved alternative being used?	ESCM BMPs 3.12/3.13	Y	N	NA
Is temporary stabilization in place where needed?	ESCM BMP 3.11	Y	N	NA
Are inactive stockpiles covered by plastic, mulch, or vegetation?	ESCM Chapter 4	Y	N	NA
Documentation				
Is the Erosion Concerns Hotline sign posted and filled out?	ESCM Section 2.4	Y	N	NA
Are the approved ECPs and inspection log on-site and up to date?	ESCM 2.6	Y	N	NA
Have changes made to the ESCP been documented on the site plan and in the logbook?	ESCM 2.6	Y	N	NA
Pollutant Controls				
Are trash, debris, non-soil pollutants (oils, fuels, curing agents, sanitary waste, etc.), and hazardous chemicals/materials properly managed?	ESCM 4.1	Y	N	NA
Are concrete, stucco, masonry, and paint washouts provided and being used?	ESCM 4.2	Y	N	NA
Maintenance/Correction Re-Inspection				
Are all BMPs functioning correctly?	ESCM 2.7	Y	N	
Have previously issued correction/violation items been addressed?	PCC 10.70	Y	N	NA
Miscellaneous				
Is required Tree Protection Fencing in place with no BMP encroachment unless specifically allowed by the ESCM?	PCC 11.50	Y	N	NA
Are environmental overlay zones properly delineated and protected from disturbance?	PCC 33.430	Y	N	NA

Inspector signature



- The On-Site ESC Manager must inspect, maintain, adjust, repair, and replace erosion, sediment, and pollutant control measures weekly or within 24 hours following a storm event to ensure that the measures are functioning properly.
- During active ground disturbing activity, the On-Site ESC Manager must inspect and maintain erosion, sediment, and pollutant control measures daily between October 1 and April 30.

Activity Log

Provide a description of any non-compliant items noted during inspection and the expected correction timeline. Provide dates of BMP installation and maintenance, soil disturbance or stabilization, and any other information pertinent to erosion and sediment control plan changes or updates.

References

- *Simple Site Plan* - <https://www.portlandoregon.gov/bds/article/99201>
- *Title 10 Erosion and Sediment Control Regulations* - <https://www.portlandoregon.gov/citycode/28835>
- *Erosion and Sediment Control Manual* - <https://www.portlandoregon.gov/bds/article/192327>
- *Erosion Control Illustrations* - <https://www.portlandoregon.gov/bds/48104>

