156 East First Street
New Richmond, WI 54017
www.newrichmondwi.gov
715-246-4268

City of New Richmond
Erosion Control, Site Stabilization and Landscaping Revised and Effective 5/28/2025

Erosion control, site stabilization and landscaping site plans, along with a corresponding deposit are required at the time of all building permit applications **(Wis Comm 20 & 21, NRMC Sec 109-291 and Sec 121-55),** unless otherwise already covered by another agreement related to the development of the site (e.g. Developer's Agreement or Site Improvement Agreement). Deposits are collected at time of building permit issuance and deposited into the General Fund. Following satisfactory site stabilization and establishment of landscaping, the contractor must apply for a Completion Certificate, and deposits shall be returned after satisfactory inspections have been completed by City Staff. Commercial and Industrial landscaping plans require a financial guarantee per NRMC 121-31 and shall not be deemed complete until the City has verified survivability of all required plantings through 1 winter season, which is defined for the purpose of this Section as the period of October 31 through April 30. Ideally, all work should be completed prior to the Certificate of Occupancy. The building permit applicant shall have one year from the Certificate of Occupancy to apply for a Completion Certificate for erosion control, site stabilization and landscaping.

- **See attached documentation regarding erosion control, landscaping requirements, and the application for the Completion Certificate.**
- **This cover page, an erosion control site plan, and a completed erosion control checklist will be required at the time of building permit application for one and two family buildings. All other sites will be required prior to commencement of the work.**
- **Failure to apply for and obtain a Completion Certificate within one year of issuance of the Certificate of Occupancy shall result in forfeiture of the deposit.**

The deposit amount required is based on the project unless otherwise covered by another agreement.

Erosion Control/Site Stabilization/Landscape Deposits:

One and Two Family Buildings	$1,200.00 (Each Dwelling Unit)
Non-Residential/Commercial Landscape Deposit	$4,000 for all sites < 1 acre
(hold for one winter season)	$4,000/acre for sites > 1 acre

****

Deposit amount: $_____

I,_____have read, understand, and agree to follow the City of New Richmond's erosion control, site stabilization, and landscaping requirements as outlined in this cover page and the supporting documentation. I acknowledge that failure to apply for and obtain a certificate of completion within one year of issuance of the Certificate of Occupancy shall result in forfeiture of the deposit.

Signed:_____Date:_____

Office Use Only:

Approved by:_____ **Date:**_____

Building Permit #_____ **Property Address:** _____

Zoning District: _____

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City of New Richmond
Site Stabilization and Landscaping Completion Certificate

This completion certificate must be completed and returned to the City of New Richmond Community Development Department in order to receive return of the deposit. Following submittal of this certificate, City Staff will inspect the site. If the inspection determines that the erosion control, site stabilization, and landscaping requirements have been met, then the deposit will be returned, unless it is a Commercial of Industrial project. Failure to apply for and obtain a Completion Certificate within one year of issuance of the Certificate of Occupancy shall result in forfeiture of the deposit.

Completed:

☐ Erosion control installed, maintained throughout construction.

☐ Temporary Erosion Control removed after establishment of site.

☐ Permanent site stabilization has been established.

☐ Landscape requirements have been met.

*NOTE: Commercial and Industrial properties will be held for one winter season per NRMC Sec. 121-55 . 9(b).

Completed:

Building Permit#_____ Site Address:_____

Signed_____ Date:_____

Office Use Only:

Approved by:_____ **Date:**_____

Deposit returned: $_____

EROSION CONTROL PLAN CHECKLIST

Check (✔) appropriate boxes below, and complete the site diagram with necessary information.

COMPLETED	NOT APPLICABLE	
❒		North arrow, scale, and site boundary. Indicate and name adjacent streets or roadways.
❒	❒	Location of existing drainageways, streams, rivers, lakes, wetlands or wells.
❒		Location of storm sewer inlets.
❒		Location of existing and proposed buildings and paved areas.
❒		The disturbed area on the lot.
❒		Approximate gradient and direction of slopes before grading operations.
❒		Approximate gradient and direction of slopes after grading operations.
❒	❒	Overland runoff (sheet flow) coming onto the site from adjacent areas.

Site Characteristics

Erosion Control Practices

❒	❒	Location of temporary soil storage piles. Note: Soil storage piles should be placed behind a sediment fence, a 10 foot wide vegetative strip, or should be covered with a tarp or more than 25 feet from any downslope road or drainageway.
❒		Location of access drive(s). Note: Access drive should have 2 to 3 inch aggregate stone laid at least 7 feet wide and 6 inches thick. Drives should extend from the roadway 50 feet or to the house foundation (whichever is less).
❒	❒	Location of sediment controls (filter fabric fence, straw bale fence or 10-foot-wide vegetative strip) that will prevent eroded soil from leaving the site.
❒	❒	Location of sediment barriers around on-site storm sewer inlets.
❒	❒	Location of diversions. Note: Although not specifically required by code, it is recommended that concentrated flow (drainageways) be diverted (re-directed) around disturbed areas. Overland runoff (sheet flow) from adjacent areas greater than 10,000 sq. ft. should also be diverted around disturbed areas.
❒	❒	Location of practices that will be applied to control erosion on steep slopes (greater than 12% grade). Note: Such practices include maintaining existing vegetation, placement of additional sediment fences, diversions, and re-vegetation by sodding or seeding with use of erosion control mats.
❒	❒	Location of practices that will control erosion on areas of concentrated runoff flow. Note: Unstabilized drainageways, ditches, diversions, and inlets should be protected from erosion through use of such practices as in-channel fabric or straw bale barriers, erosion control mats, staked sod, and rock rip-rap. When used, a given in-channel barrier should not receive drainage from more than two acres of unpaved area, or one acre of paved area. In-channel practices should not be installed in perennial streams (streams with year round flow).
❒	❒	Location of other planned practices not already noted.

COMPLETED | NOT APPLICABLE

Indicate management strategy by checking (✔) the appropriate box.

Management Strategies

❒ ❒ Temporary stabilization of disturbed areas.

Note: It is recommended that disturbed areas and soil piles left inactive for extended periods of time be stabilized by seeding (between April 1 and September 15), or by other cover, such as tarping or mulching.

❒ Permanent stabilization of site by re-vegetation or other means as soon as possible (lawn establishment).

- Indicate re-vegetation method: ❒ Seed ❒ Sod ❒ Other _____
- Expected date of permanent re-vegetation: _____
- Re-vegetation responsibility of: ❒ Builder ❒ Owner/Buyer **(Must be building permit applicant)**
- Is temporary seeding or mulching planned if site is not seeded by Sept. 15 or sodded by Nov. 15? ❒ Yes

❒ ❒ Use of downspout and/or sump pump outlet extensions.

Note: It is recommended that flow from downspouts and sump pump outlets be routed through plastic drainage pipe to stable areas such as established sod or pavement.

❒ ❒ Trapping sediment during de-watering operations.

Note: Sediment-laden discharge water from pumping operations should be ponded behind a sediment barrier until most of the sediment settles out.

❒ Proper disposal of building material waste so that pollutants and debris are not carried off-site by wind or water.

❒ Maintenance of erosion control practices.

- Sediment will be removed from behind sediment fences and barriers before it reaches a depth that is equal to half the height of the barrier.
- Breaks and gaps in sediment fences and barriers will be repaired immediately. Decomposing straw bales will be replaced (typical bale life is three months).
- All sediment that moves off-site due to construction activity will be cleaned up before the end of the same workday.
- All sediment that moves off-site due to storm events will be cleaned up before the end of the next workday.
- Access drives will be maintained throughout construction.
- All installed erosion control practices will be maintained until the disturbed areas they protect are stabilized.

EROSION CONTROL REGULATIONS

Erosion control and stormwater regulations can be complex. Local, state and, in some cases, federal regulations may apply. Before construction make sure you have the appropriate permits.

LOCAL ORDINANCES

Check with your county, city, village, or town for any local erosion control ordinances including shoreland zoning requirements. Except for new 1- & 2-family dwellings, local ordinances may be more strict than state regulations. They may also require erosion control on construction projects not affected by state or federal regulations.

UNIFORM DWELLING CODE (DEPT. OF COMMERCE)

CONTROLS REQUIRED

- Silt fences, straw bales, or other approved perimeter measures along downslope sides and side slopes.
- Access drive.
- Straw bales, filter fabric fences or other barriers to protect on-site sewer inlets.
- Additional controls if needed for steep slopes or other special conditions.

FOR MORE INFORMATION, CONTACT:

- Local building inspector
- Department of Commerce, Safety and Buildings Division, P.O. Box 7970, Madison, Wis. 53707-7970, (608) 267-5113.

STORMWATER PERMIT (DEPT. OF NATURAL RESOURCES)

CONTROLS REQUIRED

- Erosion control measures specified in the *Wisconsin Construction Site Best Management Practice Handbook*.
- Measures to control storm water after construction.

FOR MORE INFORMATION, CONTACT

- Department of Natural Resources, Storm Water Permits, P.O. 7921, Madison, WI 53707-7921, (608) 267-7694.

For more assistance on plan preparation, refer to the Wisconsin Uniform Dwelling Code, the DNR *Wisconsin Construction Site Best Management Handbook,* and UW–Extension publication *Erosion Control for Home Builders*. The *Wisconsin Uniform Dwelling Code* and the *Wisconsin Construction Site Best Management Handbook* are available through the State of Wisconsin Document Sales, (608) 266-3358.

Erosion Control for Home Builders (GWQ001) can be ordered through Extension Publications, (608) 262-3346 or the Department of Commerce, (608) 267-4405. A PDF version of *Erosion Control for Home Builders* (GWQ001) and *Standard Erosion Control Plan* are also available at http://clean-water.uwex.edu/pubs/sheets

This publication is available from county UW-Extension offices or from Extension Publications, 45 N. Charter St., Madison, WI 53715. (608) 262-3346 or toll-free (877) 947-7827. A publication of the University of Wisconsin–Extension in cooperation with the Wisconsin Department of Natural Resources and the Wisconsin Department of Commerce.

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GWQ001A Standard Erosion Control Plan for 1 & 2 Family Dwelling Construction Sites

DNR WT-458-96 R-03-02-2M-10-S Editing and design by the Environmental Resources Center, University of Wisconsin–Extension.

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Landscaping Requirements Section 121-55

1. The front, side and rear yards of each site not utilized for building, parking (where permitted) or other improvements shall be landscaped utilizing an effective combination of street trees, grass, ground cover and shrubbery. Undeveloped areas in the interior of the site shall be seeded with appropriate grasses and maintained neat and orderly. All tree trimmings, stumps, and construction debris shall be promptly removed and not be accumulated or stored on-site.

2. Minimum Landscaping requirements:
    1. **Single and Two Family Dwellings** - Shall have hardy turf grass, one tree (front or side yard) and five shrubs.
    2. **All other applications** require a landscape plan subject to the review of the DRC based on current standards.

3. All properties within the City subject to subdivision, development or redevelopment, or renovation shall be subject to the requirements of this section, with the exception of airport structures.

Tree preservation

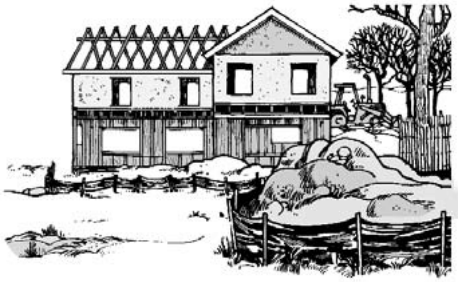
1. With respect to existing trees in **new developments**, all trees on the site are to be saved unless they must be removed for street, buildings, utilities, drainage or active recreational purposes. Trees over 6-inches in diameter that are to remain are to be protected with snow fences or other suitable enclosure, prior to excavation. The City may further require that the property owner and/or developer retain a professional forester to prepare a forest inventory and management plan for the development in order to control and abate any existing or potential shade tree disease and to save trees from construction loss.

2. The removal of any tree 8" caliper or larger shall be replaced according to a 1:1 replacement ratio. Minimum landscaping requirements shall count toward the replacement ratio. The City shall require a fee of not less than $100 for any un-replaced tree unless the tree is dead, or a prohibited species.

Landscape maintenance (Commercial / Industrial)

1. Landscaping plans require a financial guarantee per NRMC 121-31 and shall not be deemed complete until the City has verified survivability of all required plantings through 1 winter season, which is defined for the purpose of this Section as the period of October 31 through April 30.

Landscaping requirements shall be completed before Occupancy, unless approved by City staff or the Building Inspector. Please sign and return showing you are responsible for all landscaping requirements.



Erosion Control for Home Builders

By controlling erosion, home builders help keep our lakes and streams clean.

Eroding construction sites are a leading cause of water quality problems in Wisconsin. For every acre under construction, about a dump truck and a half of soil washes into a nearby lake or stream unless the builder uses erosion controls. Problems caused by this sediment include:



Taxes
Cleaning up sediment in streets, sewers and ditches adds extra costs to local government budgets.

Lower property values
Neighboring property values are damaged when a lake or stream fills with sediment. Shallow areas encourage weed growth and create boating hazards.

Poor fishing
Muddy water drives away fish like northern pike that rely on sight to feed. As it settles, sediment smothers gravel beds where fish like smallmouth bass find food and lay their eggs. Soil particles in suspension can act like a sand blaster during a storm and damage fish gills.

Nuisance growth of weeds and algae
Sediment carries fertilizers that fuel algae and weed growth.

Dredging
The expense of dredging sediment from lakes, harbors and navigation channels is paid for by taxpayers.

This fact sheet includes the diagrams and step-by-step instructions needed by builders on most home sites. Additional controls may be needed for sites that have steep slopes, are adjacent to lakes and streams, receive a lot of runoff from adjacent land, or are larger than an acre.

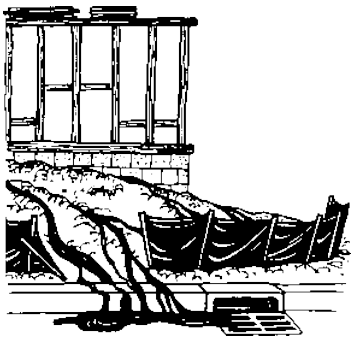
If you need help developing an erosion control plan or training your staff, contact your local building inspection, zoning or erosion control office.

Controlling Erosion is Easy

Erosion control is important even for home sites of an acre or less. The materials needed are easy to find and relatively inexpensive – straw bales or silt fence, stakes, gravel, plastic tubes, and grass seed. Putting these materials to use is a straightforward process. Only a few controls are needed on most sites:

- Preserving existing trees and grass where possible to prevent erosion;
- Revegetating the site as soon as possible;
- Silt fence or straw bales to trap sediment on the downslope sides of the lot;
- Placing soil piles away from any roads or waterways;
- Diversions on upslope side and around stockpiles;
- Stone/rock access drive used by all vehicles to limit tracking of mud onto streets;
- Cleanup of sediment carried off-site by vehicles or storms; and
- Downspout extenders to prevent erosion from roof runoff.

GWQ001 Erosion Control for Home Builders. Additional copies are available from Cooperative Extension Publications, 45 N. Charter St., Madison, WI 53715, 608/262-3346 (toll-free 877-947-7827) or Dept. of Commerce, P.O. Box 2509, Madison, WI 53701-2509, 608/267-4405.



A poorly installed silt fence will not prevent soil erosion. Fabric must be buried in a trench and sections must overlap (see diagram on back of this fact sheet).

WARNING! Extra measures may be needed if your site:

- is within 300 feet of a stream or wetland;
- is within 1000 feet of a lake;
- is steep (slopes of 12% or more);
- receives runoff from 10,000 sq. ft. or more of adjacent land;
- has more than an acre of disturbed ground.

For information on appropriate measures for these sites, contact your local building inspection, zoning or erosion control office.

Straw Bale or Silt Fence

- Install within 24 hours ofland disturbance.
- Install on downslope sides of site parallel to contour of the land.
- Extended ends upslope enough to allow water to pond behind fence.
- Bury eight inches of fabric in trench (see back page).
- Stake (two stakes per bale).
- Leave no gaps. Stuff straw between bales, overlap sections of silt fence, or twist ends of silt fence together.
- Inspect and repair once a week and after every ½-inch rain. Remove sediment if deposits reach half the fence height. Replace bales after three months.
- Maintain until a lawn is established.

Soil Piles

- Cover with plastic and locate away from any downslope street, driveway, stream, lake, wetland, ditch or drainageway.
- Temporary seed such as annual rye or winter wheat is recommended for topsoil piles.

Access Drive

- Install an access drive using two-to-three-inch aggregate prior to placing the first floor decking on foundation.
- Lay stone six inches deep and at least seven feet wide from the foundation to the street (or 50 feet if less).
- Use to prevent tracking mud onto the road by all vehicles.
- Maintain throughout construction.
- In clay soils, use of geotextile under the stone is recommended.

Sediment Cleanup

- By the end of each work day, sweep or scrape up soil tracked onto the road.
- By the end of the next work day after a storm, clean up soil washed off-site.

Sewer Inlet Protection

- Protect on-site storm sewer inlets with straw bales, silt fences or equivalent measures.
- Inspect, repair and remove sediment deposits after every storm.

Downspout Extenders

- Not required, but highly recommended.
- Install as soon as gutters and downspouts are completed to prevent erosion from roof runoff.
- Use plastic drainage pipe to route water to a grassed or paved area. Once a lawn is established, direct runoff to the lawn or other pervious areas.
- Maintain until a lawn is established.

Preserving Existing Vegetation

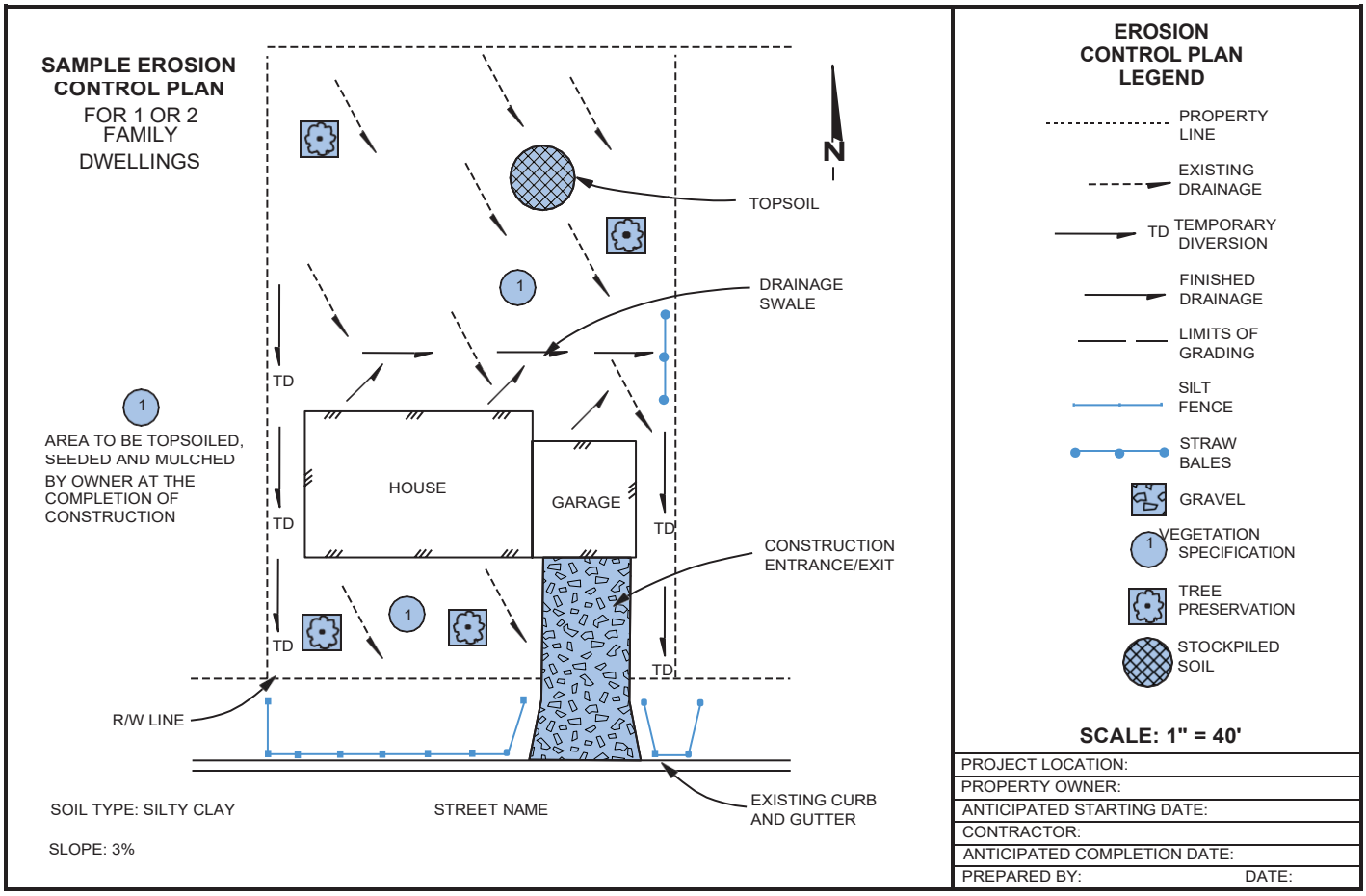
- Wherever possible, preserve existing trees, shrubs, and other vegetation.
- To prevent root damage, do not grade, place soil piles, or park vehicles near trees marked for preservation.
- Place plastic mesh or snow fence barriers around trees to protect the root area below their branches.

Revegetation

- Seed, sod or mulch bare soil as soon as possible. Vegetation is the most effective way to control erosion.

Seeding and Mulching

- Spread four to six inches of topsoil.
- Fertilize and lime if needed according to soil test (or apply 10 lb./1000 sq. ft. of 10-10-10 fertilizer).
- Seed with an appropriate mix for the site (see table).
- Rake lightly to cover seed with 1⁄4" of soil. Roll lightly.
- Mulch with straw (70-90 lb. or one bale per 1000 sq. ft.).
- Anchor mulch by punching into the soil, watering, or by using netting or other measures on steep slopes.
- Water gently every day or two to keep soil moist. Less watering is needed once grass is two inches tall.



Sodding

- Spread four to six inches of topsoil.
- Fertilize and lime if needed according to soil test (or apply 10 lb./1000 sq. ft. of 10-10-10 fertilizer).
- Lightly water the soil.
- Lay sod. Tamp or roll lightly.
- On slopes, lay sod starting at the bottom and work toward the top. Laying in a brickwork pattern. Peg each piece down in several places.
- Initial watering should wet soil six inches deep (or until water stands one inch deep in a straight-sided container). Then water lightly every day or two to keep soil moist but not saturated for two weeks.
- Generally, the best times to sod and seed are early fall (Aug. 15-Sept. 15) or spring (May). If construction is completed after September 15, final seeding should be delayed. Sod may be laid until November 1. Temporary seed (such as rye or winter wheat) may be planted until October 15. Mulch or matting may be applied after October 15, if weather permits. Straw bale or silt fences must be maintained until final seeding or sodding is completed in spring (by June 1).

Concrete Wash Water

- Dispose of concrete wash water in an area of soil away from surface waters where soil can act as a filter or evaporate the water. Dispose of remaining cement. Be aware that this water can kill vegetation.

De-Watering

- Dispose of de-watering water in a pervious area. Prevent the discharge of sediment from de-watering operations into storm sewers and surface waters.

Material Storage

- Manage chemicals, materials and other compounds to avoid contamination of runoff.

Typical Lawn Seed Mixtures

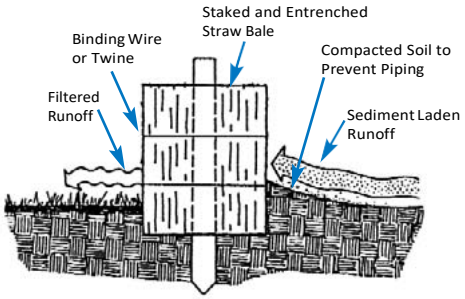
Grass	Percent by Weight Sunny Site	Shady Site
Kentucky bluegrass	65%	15%
Fine fescue	20%	70%
Perennial ryegrass	15%	15%
Seeding rate (lb./1000 sq. ft.)	3-4	4-5

Source: R.C. Newman, Lawn Establishment, UW-Extension, 1988.

COMMONLY USED EROSION CONTROLS

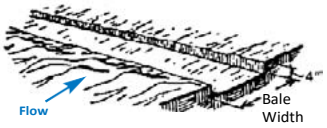
Straw Bale Fences

Cross Section of Straw Bale Installation



Source: Michigan Soil Erosion and Sedimentation Control Guidebook, 1975.

How to Install a Straw Bale Fence



1. Excavate a 4" deep trench.



2. Place bales in trench with bindings around sides away from the ground. Leave no gaps between bales.



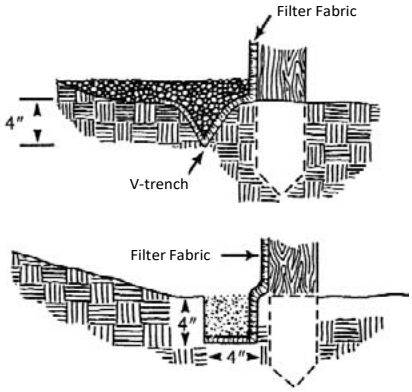
3. Anchor bales using two steel rebars or 2" x 2" wood stakes per bale. Drive stakes into the ground at least 8".



4. Backfill and compact the excavated soil.

Silt Fences

Cross Sections of Trenches for Silt Fences

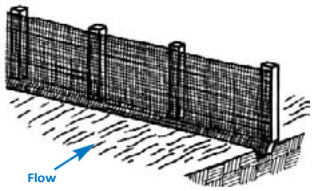


Sources: North Carolina Erosion and Sediment Control Planning and Design Manual, 1988.

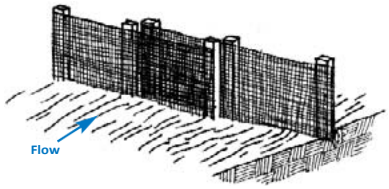
How to Install a Silt Fence



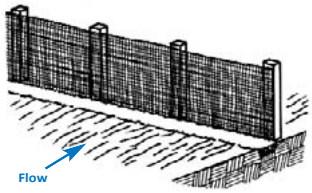
1. Excavate a 4" x 4" trench along the contour.



2. Stake the silt fence on downslope side of trench. Extended 8" of fabric into the trench.



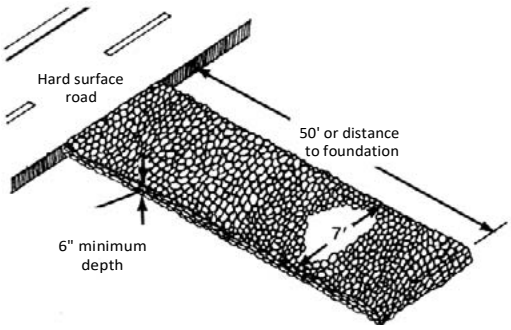
3. When joints are necessary, overlap ends for the distance between two stakes.



4. Backfill and compact the excavated soil.

Access Drive

How to Install an Access Drive



1. Install as soon as possible after start of grading.
2. Use two-to-three-inch aggregate stone.
3. Drive must be at least seven feet wide and 50 feet long or the distance to the foundation, whichever is less.
4. Replace as needed to maintain six-inch depth.

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Author: Carolyn Johnson, UW–Extension.

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