

Colorado
Practice Documentation Requirements Checklist
for
657 – Wetland Restoration
658 – Wetland Creation
659 – Wetland Enhancement

Minimum documentation requirements for this practice are outlined below. Documentation for associated practices or system components shall follow the appropriate practice documentation requirements for those practices or components. Some items may not be applicable in all cases; mark "N/A" in the check box if such is the case.

Participant Name:	Address:
Project Name & Location:	

✓	By:	Date:
---	-----	-------

RESOURCE INVENTORY & DESIGN INVESTIGATIONS

Purpose and objectives of practice clearly identified.			
Soils identified (soil map, description, properties, etc.).			
Hydric soils and inclusions classified, located, and listed.			
Certified wetland determination if required.			
Existing plant species identified and listed.			
USGS quad maps and aerial photos, if needed.			
Water rights issues identified and documented.			
Hydrologic variables (drainage area, rainfall/runoff values, etc.) determined.			
Water budget, annual yield, or other documentation supporting hydrologic treatments.			
Location of underground utilities.			
NRCS-CPA-52, Env. Effects Worksheet, & CO-SSC-1, Cult. Res. Survey Form, completed.			
Right of way easements, utility clearances, SHPO clearance, 404 permits, and other applicable State and Federal permits are obtained.			
CO-ENG-13, Notice of Participant Responsibilities, has been reviewed with the cooperator, signed, and filed.			

DESIGN SURVEY

Topographic survey as needed to determine boundaries, structure location(s), drainage channels and swales, water surface elevations, etc.			
Profiles and cross sections, as needed, for dikes, embankments, spillways, water control structures, etc. (may be derived from topographical data also).			
Topographic or cross section surveys as necessary to determine earthwork quantities.			

DESIGN

Engineering Job Class determined and noted.			
---	--	--	--

Hydrology calculations to determine drainage area, runoff curve numbers, watershed slope, watershed length, design storm return period, storm runoff peak flow, annual surface yield/water budget, etc.			
Hydraulic computations, as required, for structures and spillways.			
Flood routing data, if needed.			
Reservoir data (stage-storage volumes, sediment storage, etc.)			
Structure design (embankments, dikes, water control structures, etc.).			
Requirements for fencing, if needed.			
Requirements for seeding as required.			
Quantity computations and cost estimate.			
Records indicating that NRCS obligations regarding State and Federal regulations have been met. Participant(s) have applied for all permits and cleared water rights issues.			
Design computations have been checked by the appropriate person(s).			

PLANS AND SPECIFICATIONS

Construction drawings drawn on appropriately-sized standard drawing sheets. Include standard drawings as appropriate. Drawings and/or specifications to include the following:			
• Engineering Job Class.			
• Location map or description.			
• Overall site plan showing location of structural works, seeding areas, fencing, etc.			
• Profile and cross section of embankments, as needed.			
• Profile and cross sections of spillways, as needed.			
• Cross sections of excavated areas, as needed.			
• Location and extent of borrow and spoil areas.			
• Details of water control structures and other structures, as needed.			
• Seeding requirements, if necessary.			
• Requirements for fencing, if needed.			
• Material quantities.			
• Construction notes and General notes as required.			
• Note on drawings to call the Utility Notification Center of Colorado (UNCC), 8-1-1 or 1-800-922-1987, prior to any excavation.			
Construction specifications prepared (Colorado FOTG Practice Specifications or other).			
All engineering reports, designs, drawings, specifications, and related information have been reviewed and checked by appropriate personnel in accordance with current Colorado NRCS policy.			
Construction drawings and specifications have been approved and drawings signed.			
O&M Plans prepared.			
Plans, specifications, and O&M plans have been reviewed with the cooperator.			
Preconstruction meeting with cooperator and contractor.			

CONSTRUCTION LAYOUT SURVEYS

Location and grade stakes for water control structures, principal spillway, and other structural components.			
Centerline alignment stakes.			
Slope or construction stakes for embankments and auxiliary spillway.			
Stake areas to be excavated or filled.			

COMPLIANCE CHECKS & FINAL DOCUMENTATION

Profiles and cross sections of embankments, channels, spillways, water control structures, etc. to determine conformance with design.			
Topographic or cross section surveys as necessary to determine final earthwork quantities.			
Elevations of inlet and outlet of water control structures and other critical elevations.			
Certify materials used (e.g. pipe type, pressure rating, diameter, etc.).			
Fencing or other protection materials and quantities.			
Verify seeding amounts and extent.			
UNCC (Utility Notification) ticket number has been recorded.			
Construction inspection reports recorded.			
Changes in design are noted and approved by the landowner and the designer, and proper engineering review/approval is obtained.			
“As-Built” plans prepared and filed (Required if significant changes in design occur during construction and for Job Class V and above). If no significant changes, mark original plans “As-Built”.			
Practice completion certified on CO-ENG-1, CO-ENG-12, or checkout notes.			
Progress reported.			