



Erosion Control Winterization Form

Last Revised: 6/8/2022

Public Works
5520 Lacy Road
Fitchburg, WI 53711-5318
Phone: (608)270-4262
www.fitchburgwi.gov

I understand that by submitting this form I have notified the City of my intention to place my project in a dormant status for winter. The dormant status on the project means that no work will be completed over the winter months. Once the ground is frozen, weekly erosion control inspections will no longer be required until Spring **except during thawing periods, within 24 hours after a ½ inch or greater rainfall event, or if work on the site starts again.** The City may send a reminder email if thawing occurs; however, the inspector is ultimately responsible for completing an inspection even if a reminder is not sent. Prior to placement in a dormant status, the site must be winterized. Winterization of the site includes the following:

- Ensure perimeter controls are fully functional and not needing repair.
- Clean all inlet protection and make sure it is in good condition.
- Stockpiles should be temporary seeded and have adequate protection
- Streets, sidewalks, and paths should be swept and cleared of all debris.
- There should be no materials stored in the right-of-way.
- All disturbed and unvegetated soils must be stabilized. (If the site is not ready for permanent seeding/stabilization, temporary stabilization is required).
- Ensure any temporary erosion control measures not mentioned above are in good condition.

Submittal Instructions: The above items should be completed and documented in a final PermiTrack inspection prior to submitting this EC Winterization Form. Include photo evidence that each EC measure is in good condition in the PermiTrack inspection. Submit this form to at aaron.rowland@fitchburgwi.gov. Once you receive email confirmation, this site will be considered “dormant.” Inspections will only be required as discussed in the first paragraph.

If maintenance or repairs are required, they must still be addressed within 24 hours of notification from City staff or its agents.

Inspector Signature: _____

Inspector Contact information:

Name: _____ Title: _____

Email: _____ Phone Number: _____

Address: _____

Any questions should be directed to Aaron Rowland, Environmental Engineering Technician at aaron.rowland@fitchburgwi.gov or 608-270-4287.