

City of Hermantown 5105 Maple Grove Road Hermantown, MN 55811 Phone: 218-729-3600 Fax: 218-729-3620 Web: www.hermantownmn.com	EROSION CONTROL AND FILL PERMIT APPLICATION City of Hermantown	<u>Fees:</u> Fee: \$125.00 *Minimum Deposit \$500.00 *Deposit may be increased by Community Development Director based on site conditions and risk or erosion complications
--	--	---

Permit is required for all land disturbance activities impacting 500 square feet OR more for any project requiring a building permit application for new construction.

A. General Information	
Applicant Contact Information	
Business or Entity:	
Name:	
Address:	
City:	State/Zip:
Phone:	Cell:
Email:	
Landowner Contact Information (If different than Applicant)	
Business or Entity:	
Name:	
Address:	
City:	State/Zip:
Phone:	Cell:
Email:	
Contractor Contact Information	
Business or Entity:	
Name:	
Address:	
City:	State/Zip:
Phone:	Cell:
Email:	

B. Project Information

Brief Project Description (e.g., new home, addition, commercial building, grading, excavation/fill, etc.):

If project extends over winter, the site will need to be temporarily stabilized until the start of next construction season. See Erosion and Sediment Controls section below.

B. Project Information (continued)	
1. Project Type	4. Project Purpose
a. <input type="checkbox"/> Vegetation Only	a. <input type="checkbox"/> Clear Land
b. <input type="checkbox"/> Fill Only	b. <input type="checkbox"/> Road or Driveway
c. <input type="checkbox"/> Grading Only	c. <input type="checkbox"/> Fill in Wetland
d. <input type="checkbox"/> Both Grading & Filling	d. <input type="checkbox"/> Elevate Building Site
e. <input type="checkbox"/> Structure & Grading	e. <input type="checkbox"/> Improve Lawn
	f. <input type="checkbox"/> Improve Commercial/Industrial Site
	g. <input type="checkbox"/> Other (specify):
2. Flood Plain Data	5. Project Scope
a. Is site in the flood plain? Yes <input type="checkbox"/> No <input type="checkbox"/> Note: If answer is "YES" fill in the Remainder of this section.	a. Areas of disturbed Ground in square feet acres
b. Is site in the FLOODWAY? Yes <input type="checkbox"/> No <input type="checkbox"/>	b. Volume of Fill in cubic yards:
c. Is site in General Flood Plain District? Yes <input type="checkbox"/> No <input type="checkbox"/> Note: A "YES" answer to either b or c indicates that a problem may exist. A conditional use permit as well as an engineering study will be required in order to determine the impacts on flood elevations and velocities.	c. Closes Distance to Ordinary High Water Level (ft):
d. Is special use permit required? Yes <input type="checkbox"/> No <input type="checkbox"/>	d. Project Start Date:
	e. Project Completion Date:
3. Water Resource Data	6. Site Characteristics
a. Project is adjacent to: Lake <input type="checkbox"/> Stream <input type="checkbox"/> Ditch <input type="checkbox"/> Name: I.D. No.:	a. Project site soil type: sand <input type="checkbox"/> gravel <input type="checkbox"/> clay <input type="checkbox"/> loam <input type="checkbox"/>
b. Present water level:	b. Fill Type: sand <input type="checkbox"/> gravel <input type="checkbox"/> clay <input type="checkbox"/> loam <input type="checkbox"/> black dirt <input type="checkbox"/> demo material <input type="checkbox"/> other (specify)
c. Ordinary high water level:	c. Average Slope of Work Area: feet of rise for each ten (10) feet of horizontal distance
d. Highest known water level:	
e. 100 year flood level:	
f. Datum of evidence: <input type="checkbox"/> Sea Level <input type="checkbox"/> Assumed Note: Any fill below the ordinary high may require a DNR permit.	

Notice: This application is not complete until drawings are submitted which adequately describe the proposed project.

Erosion and Sediment Controls (check all methods that will be used at the project site)

See attached information sheet for further details. Additional measures beyond those listed below (such as ditch/swale stabilization) may also be required, based on site characteristics.

1.	Soil stabilization (stabilization of exposed soils is required within 7 days): <input type="checkbox"/> Mulch <input type="checkbox"/> Erosion control blanket <input type="checkbox"/> Seed & mulch <input type="checkbox"/> Other <input type="checkbox"/> Sod <input type="checkbox"/> Not applicable – Explain why;
2.	Sediment controls (required for down gradient perimeters and stockpiles): <input type="checkbox"/> Fiber roll <input type="checkbox"/> Other <input type="checkbox"/> Silt fence <input type="checkbox"/> Not applicable – Explain why: <input type="checkbox"/> Filter berm
3.	Entrance/exit stabilization: <input type="checkbox"/> Stone pad <input type="checkbox"/> Other <input type="checkbox"/> Mud mat <input type="checkbox"/> Not applicable – Explain why: <input type="checkbox"/> Paved driveway
4.	Storm drain inlet protection (required for downstream storm drains, except during winter): <input type="checkbox"/> Filter bag insert <input type="checkbox"/> Other <input type="checkbox"/> There are no downstream drains
5.	Temporary Stabilization Over Winter (if Project will not be stabilized before October 30 th) <input type="checkbox"/> Mulch <input type="checkbox"/> Erosion control blanket <input type="checkbox"/> Seed & mulch <input type="checkbox"/> Other <input type="checkbox"/> Hydromulch <input type="checkbox"/> Not applicable – Explain why:

Erosion and Sediment Control Site Plan.

[illegible]

Acknowledgment and Signature

MS4 Statement of Compliance (Pertaining to the City Code Section 1060 Erosion and Sediment Control for Land Disturbance Activities).

The Applicant, Landowner and the Contractor conducting work on the site are jointly responsible for the construction activities that occur on the site. By signing this permit, all parties are required to install and maintain all erosion and sediment control BMPs to ensure that sediment, soil and debris does not leave the construction site. This includes but is not limited to tracing of soil/mud onto public streets and roadways from vehicles leaving the site, soil eroding from the site onto roadways or drainage ditches or onto neighboring property. If sediment, soil/mud and /or debris leaves the site, all parties are responsible for the immediate clean up and all costs and finds associated with it. All parties are also responsible for the total restoration of vegetation on the site (seed/mulch, sod, gardens, etc.) after construction disturbance is substantially complete, and only after vegetation has been established with vigorous growth can BMPs be cleaned and removed.

This permit does not authorize any work other than that which is specifically described in the application and plans listed above, nor any work by anyone other than the applicant listed on the permit. If permittee is found to (a) continue land disturbance work beyond completion date, (b) disturb more acreage than is permitted, (c) utilize a permit, or if the City finds land disturbance activities otherwise negatively impact the residents or environmental quality of the City of Hermantown, the permit may be revoked.

I hereby acknowledge that I have received and read information concerning the City of Hermantown's Erosion and Sediment Control Requirements and the City Code Section 1060. I agree to install and maintain such controls as required throughout the duration of the construction. I also consent that the City's designated representative may enter upon the property for purposes of inspection to determine compliance with erosion and sediment control requirements until the lot is fully stabilized. At the completion of final stabilization, the Applicant, Landowner or Contractor is responsible to contact the City for final inspection. At this time, the permit will be terminated if the City deems the project stabilized. I understand that I will be subject to loss of deposit and enforcement action for failure to comply with erosion and sediment control requirements.

I hereby certify with my signature that I understand all of the above and all data of my application forms, plans and specifications are true and correct to the best of my knowledge.

Applicant Signature

Signature: _____ Date: _____

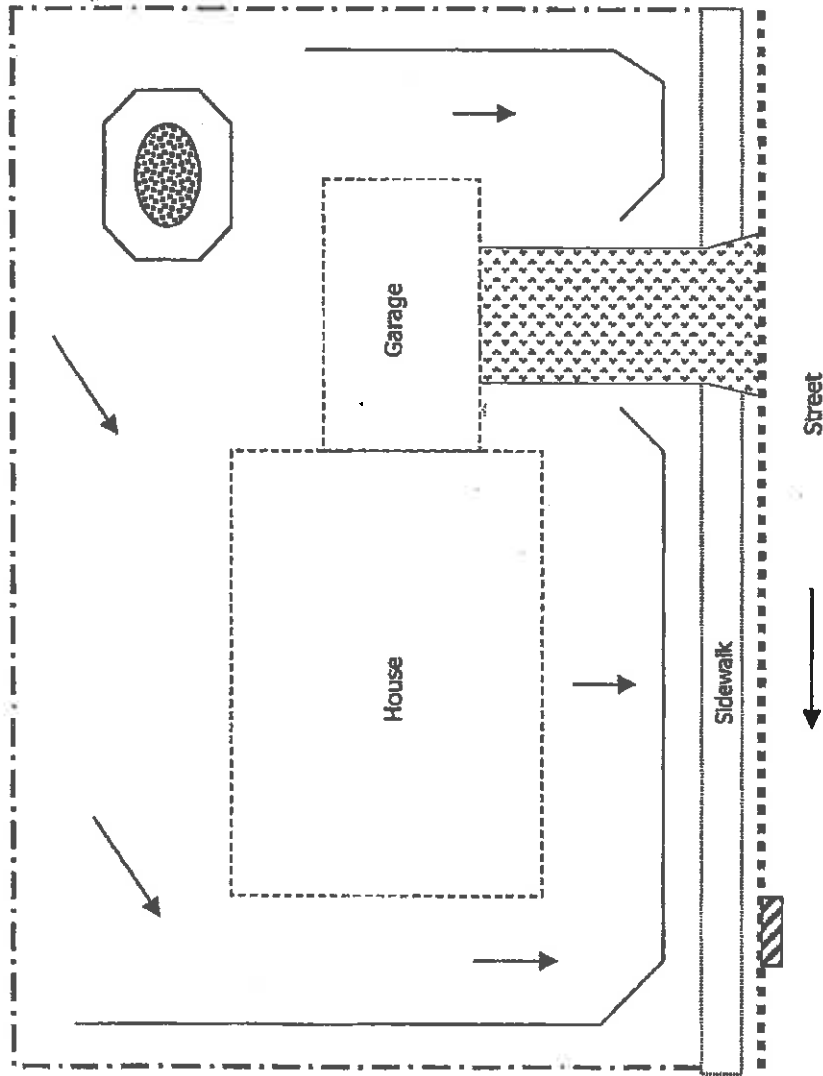
Landowner Signature (If different than Applicant)

Signature: _____ Date: _____

Contractor Signature (Responsible for Erosion Control)

Signature: _____ Date: _____

Erosion and Sediment Control at Small Project Sites



LEGEND

- Project Boundary
- Sediment Control
- ▨ Protected Storm Drain
- Curb and Gutter
- ▤ Stabilized Construction Entrance
- Stockpile
- Finished Grade

NOTES:

1. It is the responsibility of the owner and contractor to implement and maintain effective erosion and sediment controls throughout construction.
2. Sediment control must be installed on all down gradient perimeters before land disturbing activities begin and must be maintained throughout construction.
3. Exposed soils must be temporarily or permanently stabilized (e.g., with mulch, mulch/seed, sod, rock, etc.) within 7 days of inactivity.
4. Controls must be installed at the construction entrance/exit to minimize offsite tracking. Any material tracked onto streets must be removed within 24 hours.
5. Inlet protection must be provided for down gradient storm drain inlets and must be maintained throughout construction.
6. Sediment controls must be installed around stockpiles, and stockpiles must not be placed in streets, on sidewalks, or near water bodies.



Erosion and sediment controls are required at most project sites where a building permit or land alteration permit is required. This is only a sample plan and is not intended to address every possible situation. Additional or modified practices may be required on some sites.

Summary of Regulatory Requirements for Erosion and Sediment Control

Requirement	Description
Stabilize exposed soils	<ul style="list-style-type: none"> Exposed soils must be temporarily or permanently stabilized within 7 days of being worked. Stabilization can be achieved with a variety of materials including mulch, seed/mulch, sod, erosion control blankets, riprap, aggregate, or pavement.
Install and maintain sediment control along perimeter	<ul style="list-style-type: none"> Before construction begins, controls must be installed at the perimeter of down gradient slopes to prevent sediments from moving offsite. While silt fencing is used most often, other options (such as biorolls or compost logs) are also appropriate for some applications. Silt fences are not appropriate for long, steep slopes. Whatever method is chosen, it must be installed in accordance with the manufacturer's specifications. For example, silt fence must be trenched in six inches. Perimeter controls must be inspected at least weekly and after every 1/2 inch rain and maintained as needed. Silt fences must be repaired, replaced, or supplemented when they become non-functional or when they are 1/3 full with sediment.
Minimize vehicle tracking onto roads	<ul style="list-style-type: none"> Stone pads, mud mats, wash racks, or equivalent systems must be used at the construction exit to prevent tracking of sediments offsite. Any sediment that does get tracked onto the streets must be swept up and removed within 24 hours.
Install and maintain storm drain inlet protection	<ul style="list-style-type: none"> All storm drain inlets that receive runoff from the construction site must be protected until the site is fully stabilized. Examples of inlet protection options include inlet filter bags and gravel bag barriers. Inlet protection devices must be inspected weekly and after every 1/2 inch rain event. Sediments must be removed as needed and must not be discharged into the storm sewer.
Install sediment controls for temporary stockpiles	<ul style="list-style-type: none"> Sediment control must be installed around temporary soil stockpiles using silt fence or another method. Stockpiles must not be placed in streets, on sidewalks, or near water bodies. If a stockpile is to remain in place for an extended period, it must be stabilized like any other exposed soil area. This does not apply to stockpiles of aggregate or sand.
Control dewatering discharge	<ul style="list-style-type: none"> All water from dewatering activities must be discharged in a manner that does not cause erosion, nuisance conditions, or adverse impacts to receiving waters.
Complete and submit a <i>Permit Modification Form</i> upon change of ownership	<ul style="list-style-type: none"> For new homes within a subdivision, the state NPDES stormwater permit for construction activities requires the new owner or operator to submit a <i>Permit Modification Form</i> to the Minnesota Pollution Control Agency prior to commencing construction activity and within 7 days of assuming control of the property. You may be required to provide a copy of your completed form to the City. If the original owner did not provide you with a copy of the required form, contact the City for assistance.

This is not an exhaustive list and is not intended to address every possible situation. Additional or modified practices may be required to achieve effective erosion and sediment control on some sites based on site conditions and the type of project.

APPLICANT: please keep this information for future reference

EROSION CONTROL AND FILL PERMIT

PERMIT TO BE FILLED OUT BY CITY STAFF

- ☐ APPLICATION IS HEREBY DENIED
- ☐ PERMISSION IS HEREBY GRANTED TO _____
all in accordance with the application, addendum form, plans, specifications and all other
supporting data, unless specified hereinafter in the GENERAL and/or SPECIAL PROVISIONS
- ☐ Additional Deposit Amount Required: _____

BY ORDER OF: _____
Signature of Permitting Authority Title Date

NOTE: THIS PERMIT TERMINATES ON _____ except as provided
for by local ordinance and/or Minnesota Law.

*Permit Application and MS4 Statement of Compliance shall be attached to the Permit.

ACCEPTANCE OF CONDITIONS

Developer hereby acknowledges and accepts the conditions specified on the foregoing Special
Use Permit and covenants and agrees to comply with each and every such situation.

Developer acknowledges that the failure to comply with all of the conditions shall constitute a
violation of the Hermantown Zoning Ordinance and that the City of Hermantown may, in such event, in
addition to other remedies, institute any appropriate action of preceding to prevent, restrain, correct, or
abate the violation or exercise its rights to the performance surety provided by Developer.

IN WITNESS WHEREAS, Developer has executed this acceptance on the _____ day of
_____, 20__.

[Developer Name]

By _____

Its _____

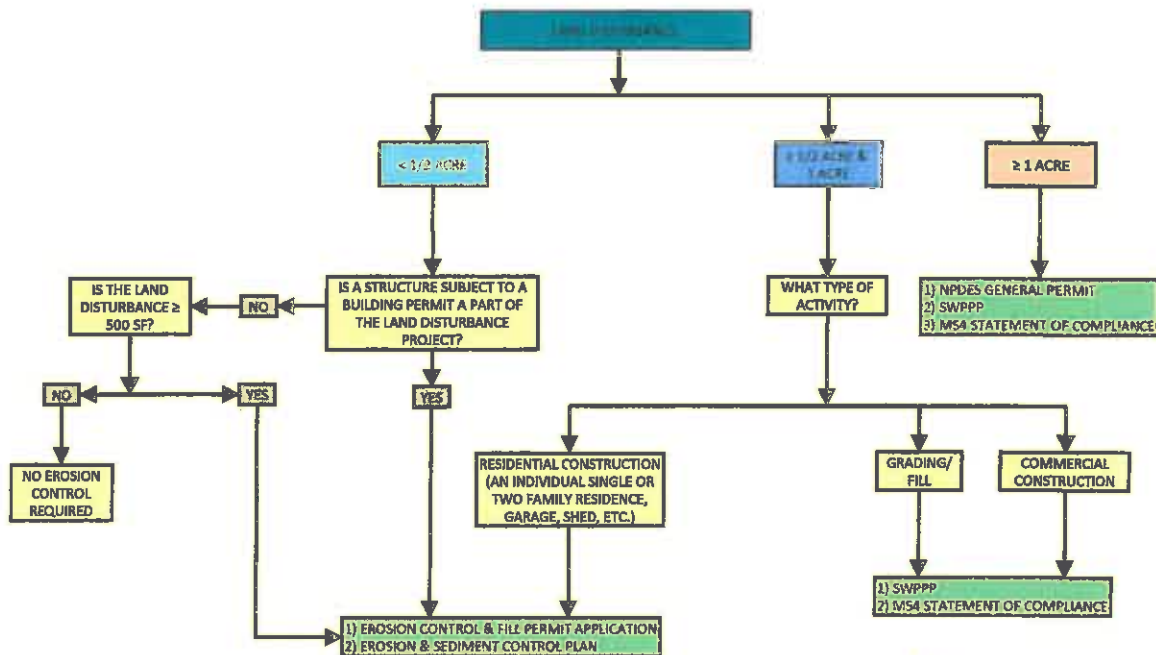
STATE OF MINNESOTA)
)ss.
COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me on this _____ day of _____,
20__ by _____ the _____ of _____.

Notary Public

**SECTION 1060
GENERAL EROSION CONTROL REQUIREMENTS
FLOW CHART
DATE: 5/1/2017**

PROJECTS MAY ALSO BE SUBJECT TO SECTION 1080, "CONTROL OF POST-CONSTRUCTION STORMWATER RUNOFF"





City of Hermantown
5105 Maple Grove Road
Hermantown, MN 55811
218-729-3600
www.hermantownmn.com

Stormwater Management Plan Submittal Checklist
(Include with Stormwater Management Plan)

Project Name: _____			
Owner / Developer: _____			
Engineering Firm and Engineer: _____			
Stormwater Management Plan Submittal Date: _____		Estimated Start of Construction Date: _____	
Stormwater Management Plan Items	Included		
	Yes	No	N/A
Stormwater Management Plan Pre-Application Meeting Verification Slip - Signed			
Cover Sheet - Signed by the Design Engineer			
Stormwater Management Plan Submittal Checklist			
Stormwater Management Plan Summary Form			
Table of Contents			
Project Summary			
Pre-Project and Post-Project Pervious and Impervious Areas			
Pre-Project Conditions			
Complete Analysis of pre-project conditions with drainage exhibits			
Post-Project Conditions			
Complete Analysis of post-project conditions with drainage exhibits			
Discussion of project's Peak Flows, TSS Removal, Temperature, & Volume Controls			
Description of BMP's Location, Functioning & Routing			
Statement of Project Performance in context of City's Storm Water Ordinance			
ESCP or SWPPP Documents			
Stormwater Management BMP Operations, Inspections and Maintenance Plan			
Full Plan Set (11" x 17")			
Appendices (Geotechnical Report, Modeling Output, Exhibits, Etc.)			
Electronic Submittal (PDF of Full Report and Modeling Files)			