



## STORMWATER MANAGEMENT PERMIT APPLICATION

**Permit or Case #:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone/Email:** \_\_\_\_\_

### **PERMIT REQUIRED:**

A Stormwater Management Permit is required for any land disturbing activity of greater than 5,000 square feet in area or 50 cubic yards, including: grading, filling, excavation, storing, transporting, and disposal of soil or earth materials, unless otherwise determined exempt in accordance with [Title 14, Chapter 1-6., C.](#) of Mendota Heights City Code. In addition, all applicants must comply with Title 14, Chapter 1 of the Mendota Heights City code: Stormwater Management, Illicit Discharge, Soil Erosion, and Sedimentation, and follow the City of Mendota Heights [Land Disturbance Guidance Document](#).

### **APPLICATION REQUIREMENTS:**

- Electronic and hard copies of all the required materials must be submitted according to the current application submittal schedule.
- Submit 1 electronic copy and 2 hard copies (full-size/to-scale) of all required plans.

*The following materials must be submitted for the application to be considered complete:*

Escrow, in the amount of 125% of the total cost of all itemized erosion and sediment control measures to be installed as part of the project, or \$1,500.00, whichever is greater, as included in the current Fee Schedule (check payable to: City of Mendota Heights).

**The required financial guarantee/escrow for this site is: \$\_\_\_\_\_.**

*\*Release of Stormwater Escrow funds require that the project is complete, and all bare ground is permanently stabilized with acceptable, perennial vegetative cover or landscaping with a uniform density of at least 75% throughout entire area. For final inspection and release of stormwater escrow, or for any questions related to this escrow, contact Krista Spreiter, Natural Resources Technician, at (651) 255-1123.*

Completed Application Form(s).  
 Required Plans.

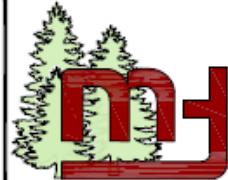
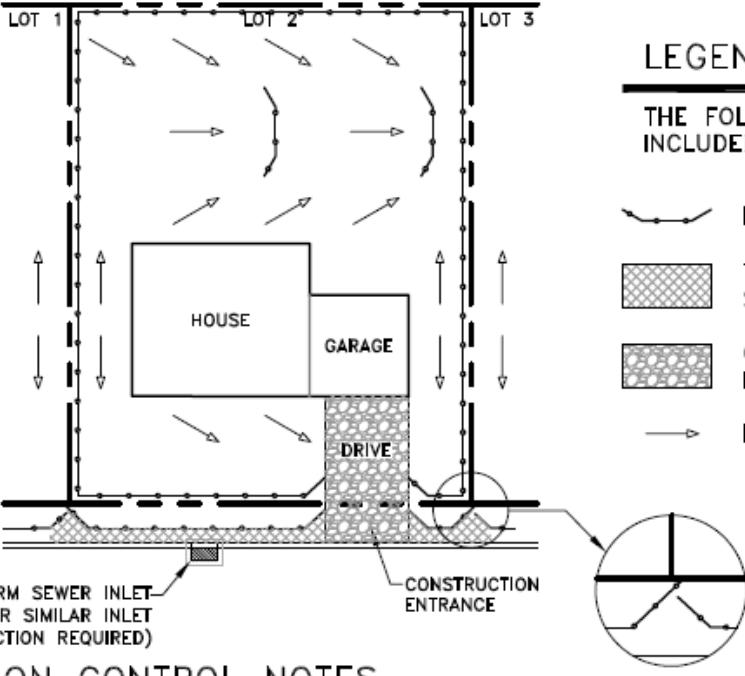
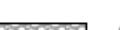
**APPLICANT MUST PROVIDE ALL APPLICABLE ITEMS INCLUDED IN THE SUBMITTAL**

**Required Plans:**

- Schedule of work to be completed.
  - N/A
- Cost estimate.
  - N/A
- Soil survey map of the area.
  - N/A
- Existing site conditions, including: topography, vegetation, structures, and drainage areas. Contour intervals shall be drawn at two (2) foot intervals.
  - N/A
- Clearing and grading limits.
  - N/A
- Potential areas of concern in regards to erosion or stormwater.
  - N/A
- Identification of adjacent critical areas or water bodies including streams, rivers, lakes, and wetlands. Identify any special or impaired water within a 1-mile radius that the project drains to.
  - N/A
- Methods and types of erosion and sediment control measures, including design specifications, to be used on site that meet the City's Land Disturbance Guidance document.
  - N/A
- Proposed drainage and grading elevations. Include locations of all storm sewer inlets and invert elevations. Contour intervals shall be drawn at two (2) foot intervals.
  - N/A
- Landscape Plan. Include specifications and methods for all landscaping and permanent vegetation to be installed. Plan should include: installation schedule, plant, shrub, and tree species and/or seed mix, diameter (dbh)/size of trees and plants, etc.
  - N/A
- Maintenance schedule, if applicable, of any permanent or temporary erosion control, sediment control, or stabilization measures.
  - N/A

- Permanent stormwater management measures, if required, meeting the requirements outlined in section [14-1-8](#) of City Code, the City's Land Disturbance Guidance document, and the National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Program.
  - N/A
- Stormwater design calculations for any required temporary or permanent stormwater treatment features including but not limited to: temporary sediment basins, wet sedimentation basins, infiltration features, and filtration features.
  - N/A

## Single Lot Erosion and Sediment Control Specification:

<b>EROSION CONTROL PLAN FOR INDIVIDUAL LOTS</b>			 <b>City of Mendota Heights</b>
LAST REVISED: JAN/2019			
		<b>LEGEND</b> THE FOLLOWING SHOULD BE INCLUDED IN THE DRAWING.  PERIMETER CONTROL  TEMPORARY/PERMANENT STABILIZATION  CONSTRUCTION ENTRANCE  DRAINAGE DIRECTION	
<b>EROSION CONTROL NOTES</b> <ul style="list-style-type: none"><li>CONSTRUCTION ENTRANCE: 1.5" OR GREATER CLEAN CRUSHED ROCK AT A DEPTH OF 6" IS REQUIRED.</li><li>SLOPES GREATER THAN 3:1 WITH A POSITIVE GRADE REQUIRE EROSION CONTROL BLANKETS AND TEMPORARY OR PERMANENT STABILIZATION.</li><li>SEE MNDOT SPEC. 3885 &amp; 2575.</li><li>SWALES: REQUIRE EROSION CONTROL MATTING WITHIN THE FINAL 200' OF THE PROPERTY LINE OR NEAREST STORM SEWER INLET.</li><li>SWALES: CHECK DAMS ARE REQUIRED IF SLOPE IS 3:1 OR GREATER.</li></ul>			
<b>SEDIMENT CONTROL NOTES</b> <ul style="list-style-type: none"><li>CITY STAFF MUST BE CONTACTED BEFORE ANY/ALL DEWATERING ACTIVITY OCCURS.</li><li>PERIMETER SEDIMENT CONTROLS ARE NECESSARY AT DOWNSLOPING PERIMETERS OF THE PROPERTY AND STREET EDGES. NOTE THAT THE SEDIMENT CONTROLS NEED TO PROVIDE CONTAINMENT BY TURNING SEDIMENT CONTROLS UPSLOPE INTO PROPERTY.</li><li>PERIMETER CONTROLS CAN INCLUDE FILTER LOGS, MULCH BERMS, &amp;/OR SILT FENCE.</li><li>SEE MNDOT SPEC. 3897 &amp; 2573.</li><li>TEMPORARY STOCKPILES CANNOT BE PLACED IN DRAINAGE SWALES, SURFACE WATERS, OR ON PUBLIC STREETS, AND MUST BE CONTAINED BY PERIMETER CONTROL.</li></ul>			



## STATEMENT EXPLAINING ESCROW FEE PAYMENT

### Applicant:

As noted in the Stormwater Application form, the City of Mendota Heights requires an escrow payment/deposit in the amount of \$1,500.00, or equal to 125% of the total estimated cost of all itemized erosion and sediment control measures including labor and materials, whichever is greater, to accomplish compliance with the approved stormwater management permit. This escrow is taken to secure compliance with erosion and sediment control requirements, and as reimbursement for any added costs that the City may incur that are directly related to erosion and sediment control measures or the treatment of stormwater runoff throughout construction of the project. This amount will be held as a security fee to ensure all work related to an approved project has been completed to the satisfaction of, and acceptance by, City staff and City Council.

The applicant should supply an itemized, reasonable estimate of cost for the required erosion and sediment control measures and materials to be used, otherwise the City will calculate this cost based upon the most recently available bid pricing.

The City may use or draw on part or all of this escrow at any time, to compensate for costs that the City may incur, including, but not limited to: staff time, materials, administrative costs, or work done by a consultant or contractor to complete work essential to the stormwater requirements of the approved project.

If your escrow deposit is used or depleted before the application is concluded, you will be required to make an additional deposit to fulfill the required escrow amount. In all cases, any negative balance in your escrow account will need to be paid prior to releasing City approvals of your application or the project.

Any excess or unused escrow payments will be refunded after final action is taken by the City Council, all work accepted by City staff, and/or all billings have been fully reconciled with the City.

Release of Stormwater Escrow funds require that the project is complete, and all bare ground is permanently stabilized with acceptable, perennial vegetative cover or landscaping with a uniform density of at least 75% throughout entire area. For final inspection and release of stormwater escrow, or for any questions related to this escrow, contact Krista Spreiter, Natural Resources Technician, at (651) 255-1123.

### CITY OF MENDOTA HEIGHTS

Acknowledgement by Applicant that this statement has been read and understood:

---

Signature of Applicant

---

Date