



STORMWATER MANAGEMENT PERMIT APPLICATION

Applicant: _____ Address: _____ Phone: _____ Email: _____	Office Use Only: Case #: _____ Application #: _____
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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, as included in current Fee Schedule (check payable to City of Mendota Heights).
NOTE: Planning Application fees do not cover building permit fees, utilities, or other fees which may be required to complete the project.
- Completed Application Form(s).
- Required Plans.

APPLICANT MUST CHECK 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

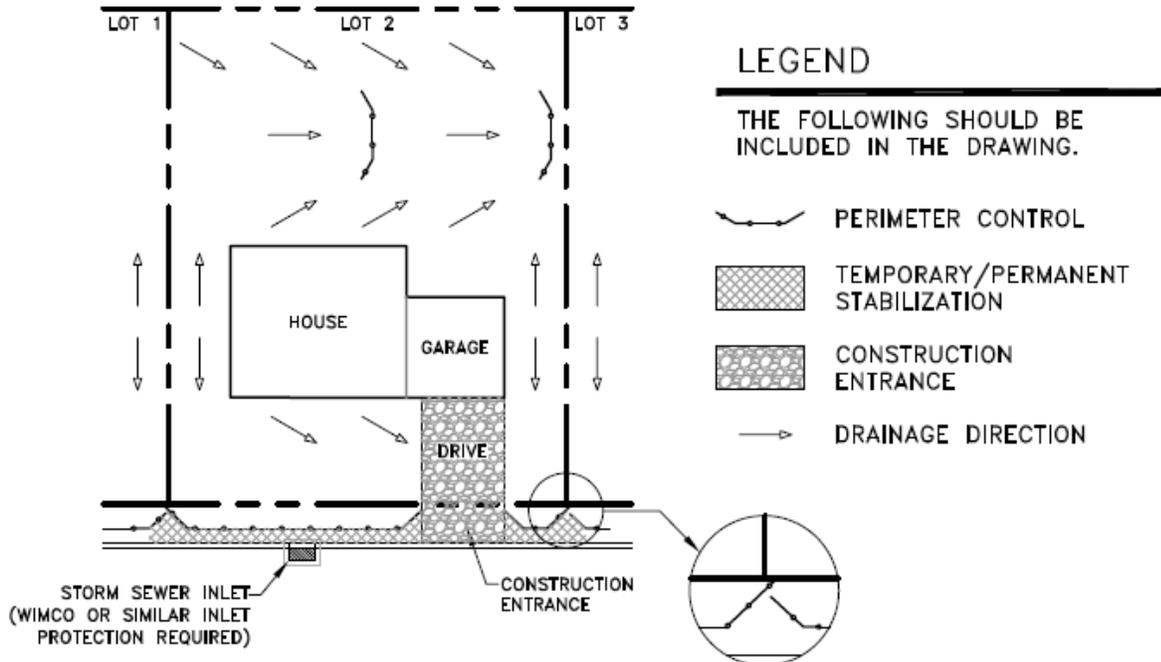
- Existing site conditions, including: topography, vegetation, structures, and drainage areas. Contour intervals shall be drawn at two (2) foot intervals.
 - N/A
- Clearing and grading limits.
 - N/A
- Potential areas of concern in regards to erosion or stormwater.
 - N/A
- Adjacent critical areas or 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 species or seed mix, diameter/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:

EROSION CONTROL PLAN FOR INDIVIDUAL LOTS



LAST REVISED: JAN/2019



EROSION CONTROL NOTES

- CONSTRUCTION ENTRANCE: 1.5" OR GREATER CLEAN CRUSHED ROCK AT A DEPTH OF 6" IS REQUIRED.
- SLOPES GREATER THAN 3:1 WITH A POSITIVE GRADE REQUIRE EROSION CONTROL BLANKETS AND TEMPORARY OR PERMANENT STABILIZATION.
- SEE MNDOT SPEC. 3885 & 2575.
- SWALES: REQUIRE EROSION CONTROL MATTING WITHIN THE FINAL 200' OF THE PROPERTY LINE OR NEAREST STORM SEWER INLET.
- SWALES: CHECK DAMS ARE REQUIRED IF SLOPE IS 3:1 OR GREATER.

SEDIMENT CONTROL NOTES

- CITY STAFF MUST BE CONTACTED BEFORE ANY/ALL DEWATERING ACTIVITY OCCURS.
- 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.
- PERIMETER CONTROLS CAN INCLUDE FILTER LOGS, MULCH BERMS, &/OR SILT FENCE.
- SEE MNDOT SPEC. 3897 & 2573.
- TEMPORARY STOCKPILES CANNOT BE PLACED IN DRAINAGE SWALES, SURFACE WATERS, OR ON PUBLIC STREETS, AND MUST BE CONTAINED BY PERIMETER CONTROL.



STATEMENT EXPLAINING ESCROW FEE PAYMENT

Applicant:

As noted in the Planning Application form, the City of Mendota Heights may require an escrow payment/deposit to cover any added costs directly related to processing this application; or 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.

These costs may include additional city staff time, administrative costs, and costs for any consultants essential to completing the application's review or processing.

The City makes every effort to minimize the cost of reviewing this application. To be most effective, it is important that you submit complete documents, plans, and designs. Incomplete submittals may result in increased review time, and may require more of the City's consultants to become involved in the review.

For example, if the City Attorney is required to draft legal documents that your attorney could draft, your escrow account would have to cover the City Attorney's time.

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

Any excess or unused escrow payments, or work security deposits 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.

Please contact Community Development Director Tim Benetti at (651) 255-1142 if there are any questions related to this escrow deposit or if you are unsure on how to proceed.

CITY OF MENDOTA HEIGHTS

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

Signature of Applicant

Date