

**COMFORT LAKE-FOREST LAKE WATERSHED DISTRICT  
BOARD OF MANAGERS**

**RESOLUTION 18-06-01**

**APPROVING PERMITTING STANDARD FORMS and TEMPLATES**

Manager MOE offered the following resolution and moved its adoption, seconded by  
Manager SPENCE:

**WHEREAS** the Comfort Lake-Forest Lake Watershed District ("District"), a governmental subdivision with powers set forth in Minnesota Statutes Chapters 103B and 103D, is authorized to act to achieve the purposes set forth in those chapters for the protection, conservation and beneficial use of its water resources;

**WHEREAS** on December 18, 2008, the District Board of Managers ("Board") adopted Rules under Minnesota Statutes §103D.341 to accomplish the District's statutory purposes, and amended the Rules on February 22, 2018;

**WHEREAS** to administer its regulatory program, the District uses certain standard forms and templates;

**WHEREAS** it is appropriate that the Board periodically review and adopt those standard forms and templates, as they may be revised from time to time, to ensure they are consistent with the mandates established by the Board in its Rules; are clear and useful for those subject to District permit requirements; and support the efficient administration of the District's regulatory program.

**THEREFORE BE IT RESOLVED** that the Board approves the following standard forms and templates, which are incorporated as exhibits to this resolution:

1. Permit Application Form
2. Permit Template
3. Notice of Scheduled Site Inspections Form
4. Request for Variance and Statement of Hardship Form
5. Maintenance Agreement Template
6. Maintenance Declaration Template
7. Vegetated Buffer Requirements Exhibit
8. Stormwater Management Facility Maintenance Schedule Exhibit
9. Letter of Credit Template
10. Performance Bond Template
11. Escrow Agreement Template

**BE IT FURTHER RESOLVED** that the District Administrator shall make these forms available to the public by posting on the District website, and to permit applicants through transmittal of a standard permit application package.

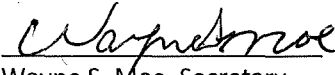
**BE IT FURTHER RESOLVED** that the District Administrator may revise contact information and other non-substantive items on these forms and templates and, on permittee request or otherwise, may adjust template language as in the Administrator's judgment will address the circumstances of a particular permit without materially reducing the water resource protection afforded under the permit.

The question was on the adoption of the above resolution and there were 4 ayes and 0 nays as follows:

	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Jackie A. Anderson	X		
Jackie McNamara			X
Wayne S. Moe	X		
Stephen Schmaltz	X		
Jon W. Spence	X		

Upon vote, the President declared the resolution adopted.

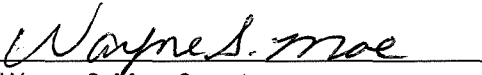
Dated: June 7, 2018

  
Wayne S. Moe, Secretary

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I, Wayne S. Moe, Secretary of the Comfort Lake - Forest Lake Watershed District Board of Managers, do hereby certify that I have compared the above resolution with the original thereof as the same appears on record and on file in the District's offices and find the same to be a true and correct copy thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 7<sup>th</sup> day of June 2018.

  
Wayne S. Moe, Secretary