

Mike Kinney
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44 Lake Street South Suite A
Forest Lake, MN 55025

All Applications

- Signed permit application
- Permit fee and permit review deposit paid

For a Stormwater Management Permit

Projects proposing residential subdivision or development of three (3) or more lots within one thousand (1000) feet of a public water and residential subdivision or development of four (4) or more lots elsewhere OR non-residential or multi-residential development creating or disturbing impervious surface that, in the aggregate, exceeds one acre or five percent of a site (whichever is less) within one thousand (1000) feet of a public water and non-residential or multi-residential development creating or disturbing impervious surface that, in the aggregate, exceeds one (1) acre or twenty-five (25) percent of a site (whichever is less) elsewhere.

- Property lines and delineation of lands under applicant's ownership;
- For existing and proposed conditions, topography showing all off-site and on-site subwatersheds contributing to surface flows onto or from the site;
- The location, alignment and elevation of proposed and existing stormwater facilities;
- Delineation of existing on-site wetland, shoreland, drain tiling and floodplain areas as defined in the current FEMA study, as well as the most current appropriate studies undertaken by the District ;
- Existing and proposed normal and 100-year water elevations on site;
- Existing and proposed site contour elevations at two-foot intervals, related to NGVD, 1929 datum;
- Elevation of the OHWL of each public water on the site, if determined by the Minnesota Department of Natural Resources and of any legally established buffer associated with the public water;
- Construction plans and specifications for all proposed facilities including construction sequence;
- A maintenance schedule for all proposed facilities;
- Stormwater runoff rate analyses for the 2-, 5-, 10-, and 100-year critical events and runoff volume for the 2-year critical event under pre-settlement and proposed conditions, using Appendix 2.2 to simulate infiltration losses in designed practices;
- All hydrologic, water quality, and hydraulic computations completed to design the proposed facilities, including a demonstration of conformance to standards in 2.4.1 (c) in the site aggregate;
- Delineation of any flowage and drainage easements and other property interests dedicated to stormwater management purposes, including, but not limited to, viable and current county or judicial ditches;
- Documentation as to the status of a National Pollutant Discharge Elimination System stormwater permit for the project from the Minnesota Pollution Control Agency and provide the Storm Water Pollution Prevention Plan (SWPPP) as it becomes available;
- Geotechnical information including soil maps, borings, site-specific recommendations, and other information necessary to evaluate the proposed stormwater management design;
- Wetland function and value assessment for all impacted wetlands pursuant to Minnesota Routine Assessment Method (MnRAM) 3.2 or other method approved by the District; and
- All exhibits shall be submitted in an electronic format as well as in hard copy. Exhibits for flowage and drainage easements shall be submitted as shapefiles.

Board of Managers

Jackie A. Anderson—President Jon W. Spence—Vice President
Wayne S. Moe—Secretary Stephen W. Schmaltz—Treasurer Jackie McNamara—Assistant Treasurer

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For an Erosion Control Permit

Projects proposing any grading, filling, or other lands disturbing activities which involve movement of more than two hundred (200) cubic yards of earth or erodible material OR surface disturbance or removal of vegetative cover on one quarter acre (1/4) or more of land within one thousand (1000) feet of a public water or one acre or more of disturbance elsewhere.

- Property lines and delineation of lands under applicant's ownership;
- Existing and proposed site contour elevations at two-foot intervals, related to NGVD, 1929 datum;
- Documentation as to the status of a National Pollutant Discharge Elimination System stormwater permit for the project from the Minnesota Pollution Control Agency and provide the Storm Water Pollution Prevention Plan (SWPPP) as it becomes available; and
- An erosion and sediment control plan consistent with the standards of 3.3 and 3.4.

For a Lake, Stream, and Wetland Buffer Permit

Projects with land adjacent to (within the buffer zone of) any General Development Lake, Recreational Development Lake, Natural Environment Lake, a tributary of said lakes or a wetland within the watershed that has been subdivided on or after [the date of rule adoption]; OR subject to a new primary use for which a necessary rezoning, special use permit or variance for impervious surface percentage or structure setback has been approved on or after [the date of rule adoption].

- Property lines and delineation of lands under applicant's ownership;
- Delineation of existing on-site wetland, shoreland, and floodplain areas;
- Elevation of the OHWL of each public water on the site, if determined by the Minnesota Department of Natural Resources and of any legally established buffer associated with the public water;
- Existing and proposed site contour elevations at two-foot intervals, related to NGVD, 1929 datum;
- Wetland function and value assessment for all wetlands subject to buffer pursuant to Minnesota Routine Assessment Method (MnRAM) 3.2 (including groundwater function) or other method approved by the District;
- Site plan indicating location of applicable buffer zone;
- Survey of existing buffer vegetation in accordance with section 4.5.2 and
- Buffer Planting Plan in accordance with section 4.5.3.

For a Shoreline & Streambank Alteration Permit:

Projects proposing construction or installation of a shoreline or streambank stabilization partially or wholly below the ordinary high water mark of a waterbody if a Minnesota Department of Natural Resources public waters work general permit covering shoreline and streambank alterations is in effect and the general permit excuses property owners from the DNR individual permit requirement if they hold a District permit.

Bioengineering projects

- Site plan showing property lines, delineation of lands under ownership of the applicant; delineation of the existing shoreline; delineation of wetland within the project area; existing contour elevations (if available); and locations and lineal footage of the proposed bioengineering treatment;
- Site plan prepared by a professional engineer, landscape architect registered in the State of Minnesota, or other qualified professional experienced in the field of shoreline and stream restoration detailing the proposed bioengineering treatment, drawn to scale, with the horizontal and vertical scales noted on the drawing. The detail should show the finished slope, distance lakeward of the bioengineering treatment, ordinary high water level elevation and material specifications; and
- Detailed planting plan using native vegetation.

Rip Rap projects

- Site plan showing property lines, delineation of lands under ownership of the applicant; delineation of the existing shoreline; delineation of wetland within the project area; existing contour elevations (if available); and locations and lineal footage of the proposed rip rap treatment;
- Cross-section detailing the proposed rip rap, drawn to scale, with the horizontal and vertical scales noted on the drawing. The detail should show the finished rip rap slope, transitional layer design and placement, distance lakeward of the rip rap placement, ordinary high water level elevation and material specifications;
- Description of the underlying soil materials that will support the rip rap and, if the underlying soils will not support the rip rap, the recommendations of a qualified soils engineer;
- Gradation, average diameter, quality and type of rip rap material to be used (normally, a Class III gradation is sufficient);
- Gradation, quality and type of filter blanket material to be used (normally, Type I gradation is sufficient);
- Manufacturer's material specifications for proposed geotextile fabric(s);
- Detailed planting plan for native vegetation planting element of the project; and
- Narrative and supporting documentation assessing the feasibility of bioengineering for the site.

Sandblanket projects

- Site plan showing property lines, delineation of the work area, existing elevation contours of the adjacent upland area, delineation of wetland within the project area, ordinary high water elevation, and regional flood elevation (if available). All elevations must be reduced to NGVD (1929 datum); and
- Profile, cross-sections and/or topographic contours showing existing and proposed elevations and proposed side slopes in the work area. (Topographic contours should be at intervals not greater than one (1) foot).

Streambank Stabilization projects

- Site plan prepared by a professional engineer or a landscape architect registered in the State of Minnesota and experienced in the field of stream restoration showing property lines; the ordinary high water (OHW) elevation and floodplain elevation; existing streambank and contour elevations;

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- Stream cross-section(s) depicting entire floodprone width; detailing channel dimensions, such as bankfull stage and the dimension and placement of the proposed stabilization/restoration measure(s). A longitudinal profile depicting the thalweg and top of bank; detailing the dimension and placement of the proposed stabilization/restoration measure(s);
 - Material specifications including plant species and whether species are rooted, seed or cutting;
 - Stream classification and design calculations and documentation; and
 - Detail of proposed site-specific erosion and sediment control practices.

For a Watercourse and Basin Crossing Permit:

Projects proposing any use of the beds of any waterbody within the District for the placement of roads, highways and utilities.

- Construction plans and specifications;
- Analysis prepared by a professional engineer or qualified hydrologist showing the effect of the project on hydraulic capacity and water quality;
- An erosion control and restoration plan; and
- Copy of permit application to Department of Natural Resources, Army Corps of Engineers, and Wetland Conservation Act LGU, if required based on proposed activities.

For a Floodplain and Drainage Alteration Permit

Projects proposing any alteration or filling of land below the 100-year flood elevation of any wetland, public water, stormwater management basin, or landlocked subwatershed unless a permit is received from the appropriate local government unit in accordance with a state-approved floodplain management ordinance. Projects proposing artificial redirection of flow across drainage boundaries or obstruction of the natural flow of surface water.

- Site Plan indicating location of 100-year flood elevation of any wetland, public water, stormwater management basin, or landlocked subwatershed on or directly adjacent to the property;
- Site Plan and supporting calculations indicating location and volume of any floodplain impact and mitigation;
- Site Plan indicating lowest floor elevations of all proposed structures; and
- Analysis of impact of alterations to surface flow on upstream and downstream landowners, flood risk, basin or channel stability, groundwater hydrology, stream baseflow, water quality or aquatic or riparian habitat.

For a Wetland Management Permit

Permit required from Wetland Conservation Act (WCA) Local Government Unit (LGU), not from CLFLWD.