

CLFLWD Permitting Program Update

Aug. 14, 2025





Weekly Inspections

- MPCA requires inspections following every rain event; CLFLWD is more stringent with weekly inspections
- Inspectors pay additional visits to sites that are of special concern or to help clarify questions from community members, neighbors, and permittees
- Inspectors fill out a digital inspection form evaluating site conditions, noting any violations or special circumstances





Inspection Form & Database

- Since 2021, the District has used a digital database designed by EOR to track permits, inspection data, and permitting fees and expenses
- The site hosts a digital inspection form that can be filled out in the field and reviewed before sending to permit holders
- Automatic emails with inspection reports implemented in 2025



Example inspection report

Mike Kinney
Administrator/M.S.
651.395.5855
Michael.Kinney@clflwd.org



Report generated on July 30, 2025 at 11:22am

44 Lake Street South Suite A
Forest Lake, MN 55025

Erosion and Sediment Control Inspection Report

This project was issued a permit by the Comfort Lake – Forest Lake Watershed District requiring erosion and sediment control measures be installed and maintained in order to prevent adverse impacts to adjacent stormwater facilities and water resources.

Any items found to be in non-compliance shall be promptly corrected in order to prevent enforcement action.

General Information			
Project Name	Beltz Park Improvements- 2025		
Permit No.	25-003	Location	Forest Lake
Date of Inspection	2025-07-23	Start/End Time	4:51 pm to 5:15 pm (0.4 hours)
Inspector's Name(s)	2025 Victoria D'Amico		
Inspector's Contact Information	Phone 651-313-8821 Email victoria.damico@clflwd.org		
Inspector's Qualifications	EI1001 Construction Installer		
Describe the Present Phase of Construction	Stormwater basin is filled with brown water and draining into the lake. The exact source of the issue was not clear entirely clear and should be further investigated. The measures below should be taken to reduce risk of further erosion into the lake.		
Type of Inspection: ☐ Regular ☐ Pre-storm event ☒ During storm event ☐ Post-storm event			
Weather Information			
Has there been a storm event since the last inspection? ☒ Yes ☐ No			
Approximate Amount of Precipitation (in): 2			
Weather at the time of inspection: ☐ Clear ☒ Cloudy ☐ Rain ☐ Sleet ☐ Fog ☐ Snow ☐ High Winds ☐ Other: Temperature: 80°F			

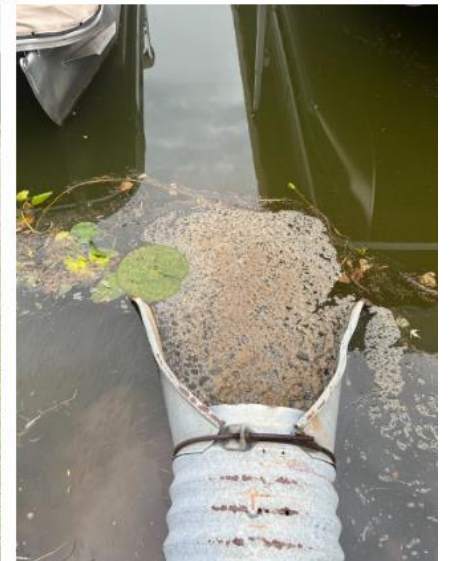
	BMP/Activity	Status	Corrective Action Needed and Notes
1	Are all slopes and disturbed areas not actively being worked properly stabilized?	☒ Implemented ☐ Action Required	☐ N/A
2	Are perimeter controls and sediment barriers adequately installed (keyed into substrate) and maintained?	☐ Implemented ☒ Action Required	☐ N/A Biologs should be reinstalled as intended and staked down so they don't continue to float out of place. Consider installing around the drain and overflow.
3	Are discharge points and receiving waters free of any sediment deposits?	☐ Implemented ☒ Action Required	☐ N/A Brown water was observed where the stormwater basin drains into Forest Lake. It is unclear whether this came from the emergency overflow or the drain tile beneath.
4	Are storm drain inlets properly protected?	☐ Implemented ☒ Action Required	☐ N/A The protection on the overflow drain should be reinstalled as there is a gap in the geotextile.
5	Is the construction exit preventing sediment from being tracked into the street?	☒ Implemented ☐ Action Required	☐ N/A
6	Is trash/litter from work areas collected and placed in covered dumpsters?	☒ Implemented ☐ Action Required	☐ N/A
7	Are washout facilities (e.g., pain stucco, concrete) available, clearly marked, and maintained?	☐ Implemented ☐ Action Required	☒ N/A
8	Are vehicle and equipment fueling, cleaning, and maintenance areas free of spills, leaks, or any deleterious material?	☐ Implemented ☐ Action Required	☒ N/A
9	Are materials that are potential stormwater contaminants stored inside or under cover?	☐ Implemented ☐ Action Required	☒ N/A
10	Are non-stormwater discharges (e.g., wash water, dewatering) properly controlled?	☐ Implemented ☐ Action Required	☒ N/A



Photo documentation

- All permit violations are documented with photo evidence included in the inspection report to clarify issues to permit holders and other staff
- Photos can be referenced to evaluate changing site conditions over time, and have been useful in determining whether other violations are occurring, such as unpermitted shoreline work regulated by DNR

Inspection photos show permit violations needing correction at Permit 25-003 Beltz Park.





Communication with Permittees

- Reports often include further communication with permittees to address questions about specific issues
- Some discussion happens with permit holders or construction site managers during the inspection, which is summarized in the notes of the report
- All communication is documented via inspection reports, email communication, and follow-up emails to phone calls received from permittees





Communication with Permittees

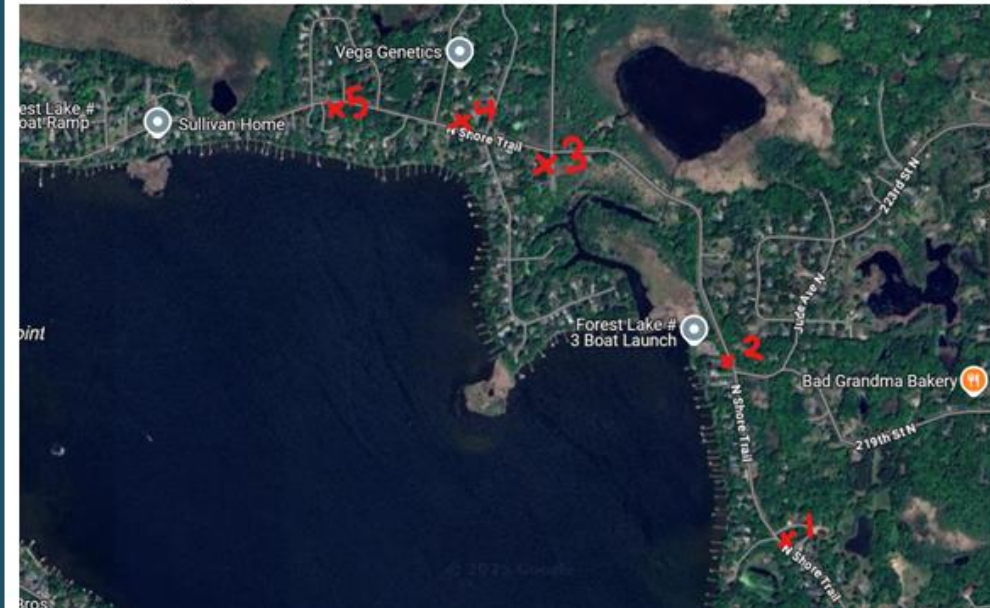
Example of a non-compliant report email

Hello,

Attached is the inspection report for July 16, 2025. The following issues are in need of correction within 7 days:

1. Erosion is traveling towards the wetland near the mailbox for 9642 NST, north of the road. A biolog must be installed along the road and the affected area downslope must be stabilized.
2. Ditches south of 3rd basin launch must have additional stabilization/ protection installed to prevent sediment laden water from traveling to the outlet south of the launch.
3. Stockpiles west of the Jeffrey Ave intersection must be removed or protected with a biolog in the ditch downstream within 7 days.
4. Biologs between Jason and Janero must be installed as shown on the plans.
5. Erosion near 8955 NST must be stabilized.

See the image below for locations and photos at the end of the report.





Communication with Permittees

Example of follow-up communication confirming that issues have been resolved by permittees. In this case, the issues were also discussed on-site.



Photo from June 27, 2025
report requesting additional
biolog ditch checks and stakes



Response from the permittee later that day confirming the
work was completed

