

SHORELAND ALTERATION PERMIT APPLICATION



City of Alexandria
 704 Broadway | Alexandria, MN 56308
 Ph: (320) 763-6678 | Fax: (320) 763-3511
 www.ci.alexandria.mn.us

Application # _____	Date App. Received ____ / ____ / ____ Date App. Complete ____ / ____ / ____	Fee Collected \$ _____
------------------------	--	---------------------------

A. Owner Information

Property Owner Name (Last, First, MI) _____ Phone _____

Property Owner Address _____ City/State/Zip _____

Property Owner Email Address _____

B. Applicant/Contractor Information

Applicant/Contractor Name (Last, First, MI) _____ Business Name _____ Phone _____

Applicant/Contractor Address _____ City/State/Zip _____

Applicant/Contractor Email Address _____

C. Project Location/Description

Address of Subject Property _____ Waterbody Name _____ GD RD NE
 Waterbody Classification

Parcel ID Number _____ Legal Description (*attach metes & bounds narrative*) _____

Lot Area _____ acres Lot Width _____ feet Lot Depth @ Shore _____ feet

C. Project Information

Proposed Start Date: ____ / ____ / ____ Proposed Completion Date: ____ / ____ / ____

Type of Work (check all that apply/attach additional sheets as necessary):

<input type="checkbox"/>	Earthmoving:	_____ cubic yards in SIZ	_____ feet wide x	_____ feet long x	_____ feet deep
	____ Fill	_____ cubic yards outside SIZ	_____ feet wide x	_____ feet long x	_____ feet deep
	____ Remove	_____ feet setback from OHW	_____ feet height about OHW		
<input type="checkbox"/>	Rip-Rap:	_____ cubic yards rock	_____ feet shoreline	_____ feet landward of shore	_____ feet above OHW
<input type="checkbox"/>	Retaining Wall:	_____ cubic yards of material	_____ feet wide x	_____ feet long x	_____ feet deep
<input type="checkbox"/>	Sand Blanket	_____ cubic yards in SIZ	_____ feet wide x	_____ feet long x	_____ feet deep
<input type="checkbox"/>	Stairs or Landing		_____ feet wide x	_____ feet long x	_____ feet deep
<input type="checkbox"/>	Other (describe)				

Does any part of the project contain any of the following (check all that apply):

- Steep Slope
- Bluff
- Wetland
- Ice Ridge

D. Erosion Control Methods

Shoreland Best management Practices (BMP's) shall be used to help protect the waterbody. Note measures that will be utilized to prevent erosion, siltation or contamination to the waterbody.

- Sod
- Mulch Only
- Fiber Blanket
- Seed Only
- Other _____
- Straw Bale Checks
- Geotextile
- Seed & Mulch
- Silt Fence

E. Site Plan & Supplemental Materials

A site plan, drawn to scale must be submitted that contains the following as a minimum:

- Erosion Control Plans
- North Point, Scale and Address
- Dimensions of Property
- Project Setback Distances from: (1) all property lines (2) right of ways (3) lake
- Elevation or Contours
- Dimensions of Project
- Wall heights and lengths Material types

Note: In some instances a certificate of survey and engineering plans may be required. (See Handout)

A Photograph(s) of the site prior to start of the project shall be submitted with this application.

F. Acknowledgement & Signatories

- Permittee shall maintain temporary erosion controls at all times during construction in order to prevent erosion into any adjacent water body or water course. Temporary erosion controls comprise straw bales, straw mulch, pollution curtains, filter cloth and the like.
- Permittee shall install permanent erosion control measures in order to prevent erosion of disturbed soils from the project site onto adjacent parcels of land, public waters, public roads, ditches, sewer facilities and the like.
- Permittee shall cease all related authorized construction activities until such time as any such problem is corrected as agreed to by the permitting authority. All permanent erosion control measures shall be installed within seven (7) days of completion of final grading or the termination date of this permit, whichever comes first.
- No changes in plans or specifications can be made to the work authorized herein unless such change is first approved in writing by the permitting authority.
- Permittee shall grant access to the site at all reasonable times so that the permitting authority or his/her agents may conduct inspections to ascertain compliance with the terms and conditions of this permit.
- Spoil material shall not be placed on the beds of protected waters, and, wherever possible, such material should not be placed anywhere within areas subject to flooding or erosion.
- The granting of this permit does not exempt the permittee from having to secure other permits from other state, federal or local units of government which may have jurisdiction over portions of the authorized project.
- Where the work authorized by this permit involves the draining, filling or burning of wetlands not subject to DNR jurisdiction, the permittee shall not initiate any work under this permit until the permittee has obtained official approval from the responsible governmental unit as required by the Minnesota Wetlands Conservation Act of 1991.

SPECIAL PROVISIONS: _____

Agreement: I the undersigned hereby make application for work described and located as shown herein. I hereby certify that the information contained herein is correct and agree to the do the work in accordance with the provision of the Alexandria Ordinances. I further agree that any plans and specifications submitted shall become part of this application.

Signature: _____ **Date:** _____
(Property Owner Must Sign)

Permit: Permission is hereby granted to the above named applicant to perform the work described in this application. This permit is granted upon the express condition that the person to whom it is granted and their agents shall conform in all respects to the Alexandria Ordinances. If any of the information provided by the applicant in their application is later found or determined by the City to be inaccurate, the City may revoke the permit based upon the supplying of inaccurate information.

Signature: _____ **Date:** _____
(Permitting Authority)