



# Residential Permit Application

*CITY*

## **BUILDING PERMIT APPLICATION SUBMITTAL REQUIREMENTS, AS APPLICABLE**

☐ **Two Complete Sets of Construction Plans, Drawn to Scale and Including:**

- Foundation plan
- Floor plan; main, basement, garage and upper level(s), if applicable.
- Front, rear and side elevations
- Wall section
- Stair section with guardrail/handrail details
- A completed "Building Certificate" form to show how Energy Code Compliance will be achieved
- Special details, if any

☐ **Right of Way Permit Application (If applicable)**

☐ **A Site Plan Drawn to 1:20 Scale Showing:**

- North Arrow
- Lot Dimensions
- Location and Names of all Adjoining Streets
- Location of Easements
- Front, Side and Rear Yard Setbacks
- Driveway and Curb Openings; Location and Size
- Location and Size of Water, Sewer, and Electrical Services; Existing and Proposed
- Location of Structures in Relationship to Each Other, Property Line and Easements
- Dimensions of all Structures

☐ **Construction Stormwater Permit Application**



## BUILDING PERMIT APPLICATION

Address of Building Site:	Parcel Number:
---------------------------	----------------

Legal Description:	
Type of Improvement: <input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Reroof <input type="checkbox"/> Raze <input type="checkbox"/> Move	
Project Description:	Estimated Cost:
Applicant is: <input type="checkbox"/> Owner <input type="checkbox"/> Licensed Contractor <input type="checkbox"/> Architect/Engineer <input type="checkbox"/> Project Manager <input type="checkbox"/> Other	

Property Owner Name:			
Street Address:	City:	State:	Zip:
Contact Person:	Telephone Number:	Email:	

Applicant Name:		License Number:	
Street Address:	City:	State:	Zip:
Contact Person:	Telephone Number:	Email:	

Contractor Name:		License Number:	
Street Address:	City:	State:	Zip:
Contact Person:	Telephone Number:	Email:	

Designer Name:		License Number:	
Street Address:	City:	State:	Zip:
Contact Person:	Telephone Number:		

Excavator Name:			
Street Address:	City:	State:	Zip:
Contact Person:	Telephone Number:		

Mechanical Contractor Name:			
Street Address:	City:	State:	Zip:
Contact Person:	Telephone Number:		

Plumbing Contractor Name:			
Street Address:	City:	State:	Zip:
Contact Person:	Telephone Number:		

Signature of Applicant or Agent \_\_\_\_\_ Date \_\_\_\_\_



# ***Construction Stormwater Permit Application***

**CITY OF ALEXANDRIA  
Building Department 704 Broadway  
Alexandria, MN 56308  
(320) 763-6678 – Phone / (320) 763-3511 – Fax**

***Land Disturbing Activities shall comply with the Minnesota Pollution Control Agency's Best Management Practices (BMPs).***

*The purpose of requiring this information as a part of the permit application process is to minimize both short-term and long-term erosion, contain sediment on site and manage post construction runoff.*

**The Following Land Disturbing Activities Require an *Erosion and Sediment Control Plan Sketch*.**

- ☐ **Category 1** - Construction activities disturbing less than ½ acre that include new construction, demolition, remodel/addition, accessory structure and/or landscaping/retaining walls.

**The Following Land Disturbing Activities Require a *Stormwater Management Plan*.**

- ☐ **Category 2** – Construction disturbing equal to or greater than ½ acre, but less than 1 acre; or construction on riparian lake lots (except attached decks and 2020 Minnesota Building Code, Section 1300.0120, Subp. 4. Work Exempt from Permit); or construction that is determined by the City Engineer to present a substantial risk to neighboring private properties, public infrastructure or waterways/wetlands.
- ☐ **Category 3** – Construction activities disturbing equal to or greater than 1 acre. (Also requires separate MPCA Construction Stormwater Permit)

☐ **Category 1 Plan Submittal Requirements:**

- **The Following Must be Included in or Attached to the *Erosion and Sediment Control Plan Sketch***
  - A clearly legible and complete Alexandria Construction Stormwater Permit application.
  - Location and type of perimeter erosion control.
  - Temporary construction site vehicle exit location and material that it will be constructed of.
  - Location and type of other erosion prevention and sediment control BMPs.
  - Location and type of storm drain inlet protection for all storm sewer inlets downstream of the site within one block or as directed by City Engineer.
  - Spot elevations (using an assumed datum) at:
    - Street edge at center of driveway or other appropriate benchmark
    - Existing ground within 10' radius of lot corners
    - Existing ground defining areas of steeper than 3:1 slopes
  - Plan elevations for structure (using an assumed datum) at:
    - Garage Floor, if applicable
    - Top of House Foundation, if applicable
    - Basement Floor, if applicable
    - Construction activity disturbance area
  - Standard illustrations (details) of proper installation of erosion prevention and sediment control BMPs. (MnDOT details provided for reference, pages 7-15)
- **The Following Notes Must be Placed on Plan Sketch and Adhered to as Applicable:**
  - The street shall be swept clean before the end of each day of active construction, when sediment is tracked onto the street.
  - Areas with slopes greater than 3:1 and areas adjacent to wetlands/waterbodies disturbed during construction shall be protected with temporary vegetation, mulching or other means as soon as practical.
  - All exposed soil areas shall be stabilized as soon as practical.
  - Unworked soils that remain exposed and not in use for longer than 14-days shall be seeded with temporary seed (grass, oats or wheat) in addition to being stabilized.
  - No concrete washout shall occur on site unless it is done with an approved MPCA device or standard.
  - Stockpiles shall be stabilized and surrounded with adequate perimeter control to prevent sedimentation.
  - Inlet protection for all storm sewer inlets downstream and within one block of the site shall be installed and maintained.
  - Site shall be kept clean at all times and refuse properly controlled.
  - Temporary pumping shall not be permitted without use of an approved MPCA device or standard.
  - Soil compaction shall be minimized.
  - All temporary synthetic BMPs to be removed upon permanent stabilization.

## Category 1 Erosion and Sediment Control Plan Sketch

(This page is **not** required for Category 2 or Category 3)

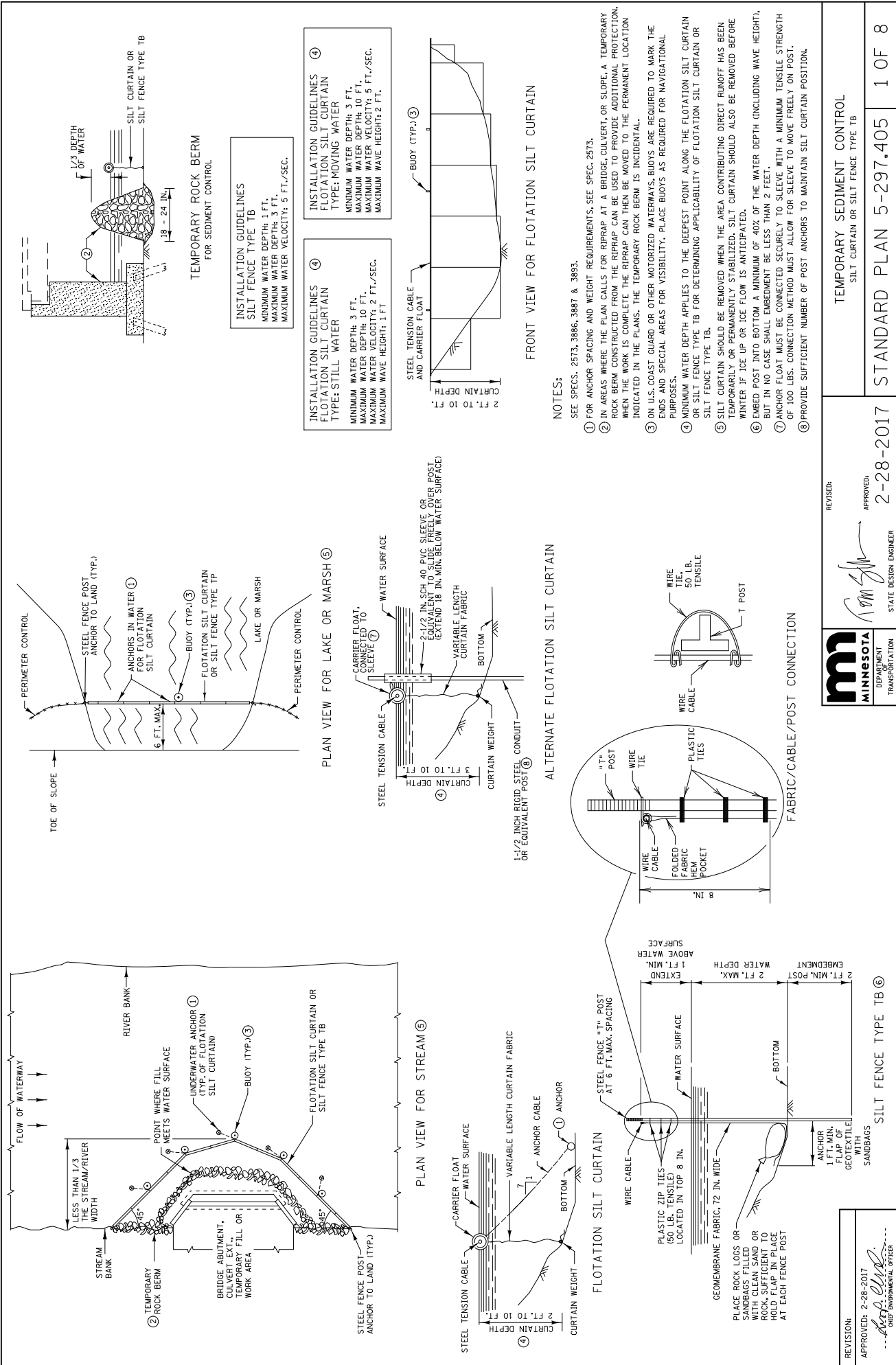
Please Show:

- ☐ Location and type of perimeter control
- ☐ Location and type of construction exit
- ☐ Location and type of other erosion prevention and sediment control BMPs
- ☐ Location and type of inlet protection for all storm sewer inlets within 1 block downstream
- ☐ Name, telephone number and email address of individual responsible for the site and maintenance of the erosion and sediment controls.
- ☐ Spot elevations (see list on page 3)
- ☐ Standard illustrations (details) of proper instillation of erosion prevention and sediment control BMPs

- The street shall be swept clean before the end of each day of active construction, when sediment is tracked onto the street.
- Areas with slopes greater than 3:1 and areas adjacent to wetlands/waterbodies disturbed during construction shall be protected with temporary vegetation, mulching or other means as soon as practical.
- All exposed soil areas shall be stabilized as soon as practical.
- Unworked soils that remain exposed and not in use for longer than 14-days shall be seeded with temporary seed (grass, oats or wheat) in addition to being stabilized.
- No concrete washout shall occur on site unless it is done with an approved MPCA device or standard.
- Stockpiles shall be stabilized and surrounded with adequate perimeter control to prevent sedimentation.
- Inlet protection for all storm sewer inlets downstream and within one block of the site shall be installed and maintained.
- Site shall be kept clean at all times and refuse properly controlled.
- Temporary pumping shall not be permitted without use of an approved MPCA device or standard.
- Soil compaction shall be minimized.
- All temporary synthetic BMPs to be removed upon permanent stabilization.

☐ **Category 2 Plan Submittal Requirements:**

- **The Following Must be Included in or Attached to the *Stormwater Management Plan***
- A clearly legible and complete Alexandria Construction Stormwater Permit application.
- Drawings prepared to an easily legible scale, shall be clearly labeled with a north arrow and a date of preparation.
- Names, addresses and phone numbers of the land surveyor, and engineer, if any.
- Project description including property boundaries, areas to be disturbed, and the nature and purpose of the land disturbing activity and the amount of grading involved.
- Spot elevations of proposed grades in relation to existing grades on the subject property and adjacent properties.
- Existing site conditions including topography, vegetation and drainage arrows.
- Areas where finished slope will be steeper than 3:1.
- Critical erosion areas including areas on the site that have potential for erosion problems.
- Erosion and sediment control devices including methods to be used to control erosion on the site, both during and after the construction activity process.
- Location of and type of storm drain inlet protection for all storm sewer inlets downstream of the site within one block or as directed by City Engineer, wetlands, wet sediment basins and lakes.
- Location of material stockpiles.
- Plan for temporary site stabilization.
- Permanent stabilization including how the site will be stabilized after construction is completed, including specifications.
- Temporary construction site vehicle exit location and material that it will be constructed of.
- Adjacent areas including neighboring streams, roads, residential areas, etc. which might be affected by the land disturbing activity.
- Project schedule including a projected timeframe for completion of all site activities.
- Phasing of construction including the nature and purpose of the land disturbing activity, utilities, and building construction.
- Provisions for the removal of temporary synthetic erosion prevention and sediment control BMPs upon establishment of permanent vegetation.
- Surveyed Elevations (using North American Vertical Datum of 1988) at:
  - Benchmark
  - Street edge at center of driveway
  - Existing ground within 10' radius of lot corners
  - Existing ground defining areas of steeper than 3:1 slopes
- Plan elevations for structure (using North American Vertical Datum of 1988) at:
  - Garage Floor, if applicable
  - Top of House Foundation, if applicable
  - Basement Floor, if applicable
  - Construction activity disturbance area
- Standard illustrations (details) of proper installation of erosion prevention and sediment control BMPs (MnDOT details provided for reference, pages 11-19).



REVISION: 2-28-2017

APPROVED: *[Signature]*

STATE DESIGN ENGINEER

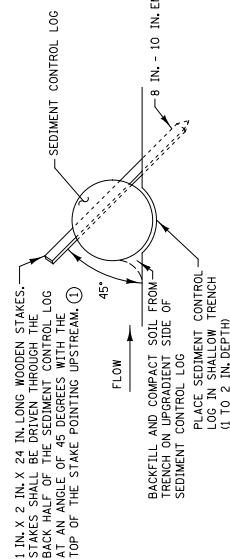
MINNESOTA DEPARTMENT OF TRANSPORTATION

TEMPORARY SEDIMENT CONTROL

SILT CURTAIN OR SILT FENCE TYPE TB

STANDARD PLAN 5-297.405

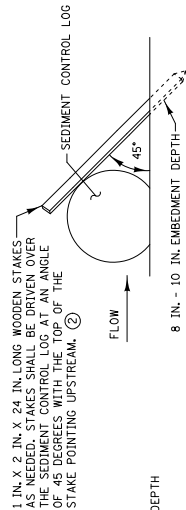
1 OF 8



BACKFILL AND COMPACT SOIL FROM  $\sim 8$  IN. - 10 IN. EMBEDMENT DEPTH

LOG IN SHALLOW TRENCH  
(1 TO 2 IN. DEPTH)

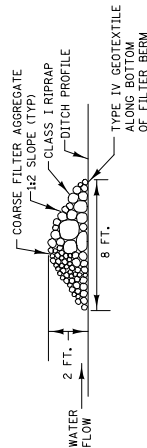
TYPES: STRAW, WOOD FIBER, OR COIR



8 IN. - 10 IN. EMBEDMENT DEPTH-

TYPES: WOOD CHIP, COMPOST, OR ROCK

## SEDIMENT CONTROL LOGS



1:2 SLOPE (TYP)

TYPE IV GEOTEXTILE  
ALONG BOTTOM  
OF FILTER BERM

TYPE 3 (ROCK WEEPER)

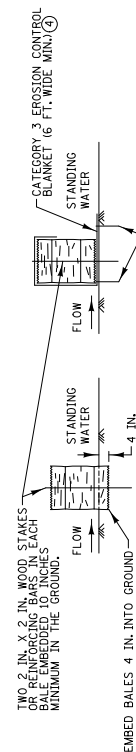


—CLASS II RIPRAP

PROFILE

TYPE 5 (ROCK)

## FILTER BERMS



EMBED BALES 4 IN. INTO GROUND

6 IN. STAPLES AT 1 FT. O.C.

BLANKET METHOD (ALTERNATE)

## EMBEDMENT METHOD

BLANKET METHOD (ALTERNATE)

### BALE BARRIERS ③

NOTES:

SEE SPECS. 2573, 3149, 3874, 3882, 3886, & 3897.

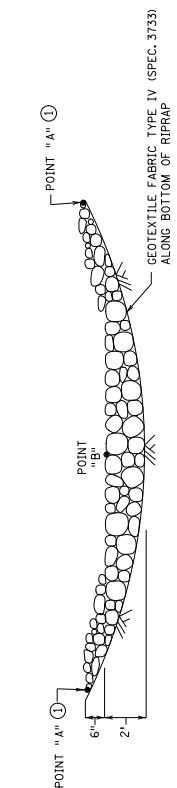
① SPACE BETWEEN STAKES SHALL BE A MAXIMUM OF 1 FOOT FOR DITCH CHECKS OR 2 FEET FOR OTHER APPLICATIONS.

② PLACE STAKES AS NEEDED TO PREVENT MOVEMENT OF SEDIMENT CONTROL LOGS PLACED ON SLOPES OR AS NEEDED DUE TO OTHER FACTORS. STAKES SHALL BE INCIDENTAL.

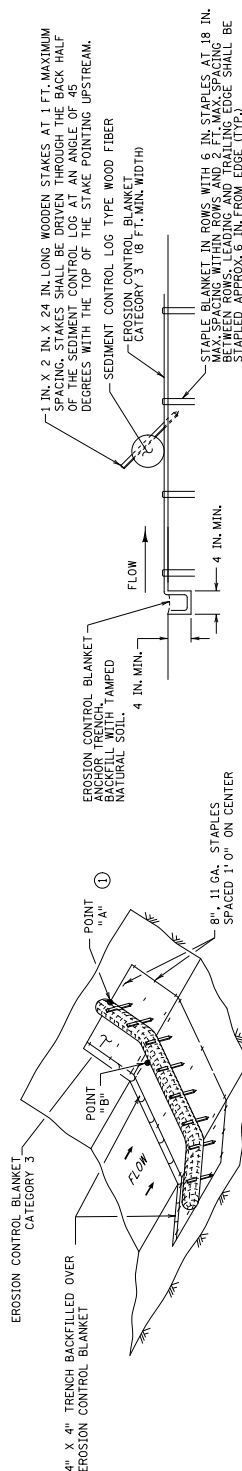
③ TO BE USED FOR CRITICAL PERIMETER CONTROL AREAS WHERE STANDING WATER OCCURS (6 INCH MAX. DEPTH). BALES SHALL CONSIST OF TYPE 1 MULCH OF APPROXIMATELY 14 IN. X 18 IN. X 36 IN. LONG. BALES SHALL BE PLACED ON EDGE AND BUTTED TIGHT TO ADJACENT BALES.

④ INSTEAD OF TRENCHING, PLACE BALE ON THE BLANKET AND WRAP BLANKET AROUND THE BALE. PLACE STAKE THROUGH BALE AND BLANKET.

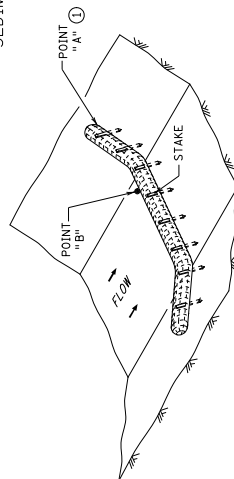




ROCK DITCH CHECKS  
FILTER BERMS TYPE 3 (ROCK WEEPER) OR FILTER TYPE 5 (ROCK) ②③  
(FOR USE ON ROUGH GRADED AREAS)



## SEDIMENT CONTROL LOG TYPE BLANKET SYSTEM ④



SEDIMENT CONTROL LOG TYPE WOOD FIBER, OR TYPE COMPOST ⑤

FOR USE ON ROUGH GRADED AREAS)

SEE SPECS. 2573, 3601, 3733, 3885, 3886 & 3889.

FOR DITCH CHECKS, PLACE SEDIMENT CONTROL LOG PERPENDICULAR TO FLOW AND IN A CRESCENT SHAPE WITH THE ENDS FACING UPSTREAM.

THE ENDS FACING UPSTREAM.

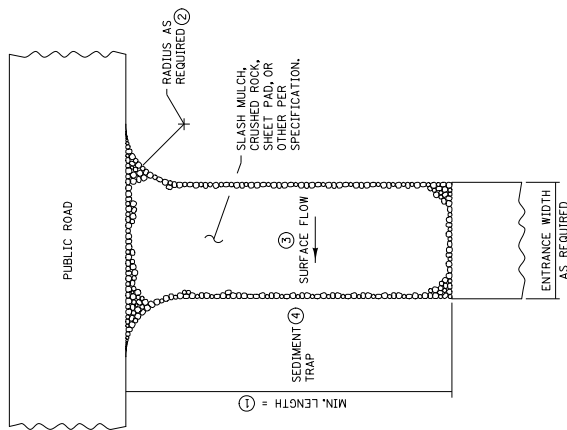
APPROXIMATE SPACING BETWEEN EACH DITCH CHECK SHOULD BE DETERMINED FROM THE FOLLOWING SPACING FORMULA:

APPROXIMATE SPACING OF DITCH CHECKS (FT.) =  $Y = \frac{\text{DITCH CHECK HEIGHT (FT)}}{X} \times 100$

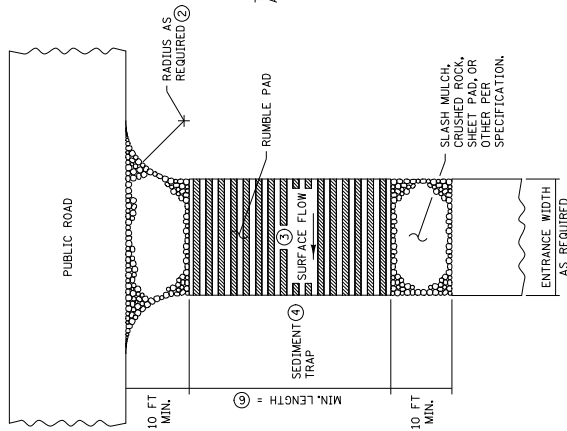
- ① POINT "A" MUST BE A MINIMUM OF 6 INCHES HIGHER THAN POINT "B" TO ENSURE THAT WATER FLOWS OVER THE 2 CHANNEL SLOPE.
- ② PERMANENT ROCK DITCH CHECKS PLACED WITHIN THE CLEAR ZONE ARE TO BE 18" OR LESS IN HEIGHT. A 1:6 APPROACH AND DEPARTURE SLOPE SHALL BE PROVIDED.
- ③ DITCH GRADE 3% - 5% MAX. FLOW VELOCITY 12 FT./SEC..
- ④ DITCH GRADE 1.5% - 3% MAX. FLOW VELOCITY 4.5 FT./SEC..
- ⑤ DITCH GRADE 1.5% - 3% MAX. FLOW VELOCITY 1.5 FT./SEC..

REVISION:	
APPROVED: 2-28-2017	
	
MATT EVERS DEPARTMENT OF TRANSPORTATION	

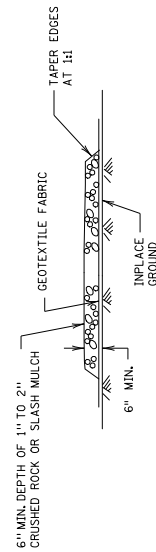
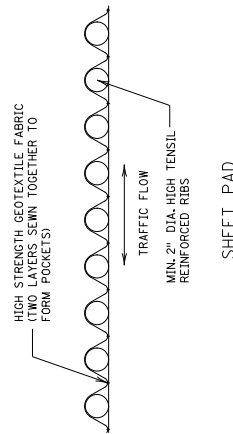




SLASH MULCH, CRUSHED ROCK, OR SHEET PAD CONSTRUCTION EXIT ⑤⑦



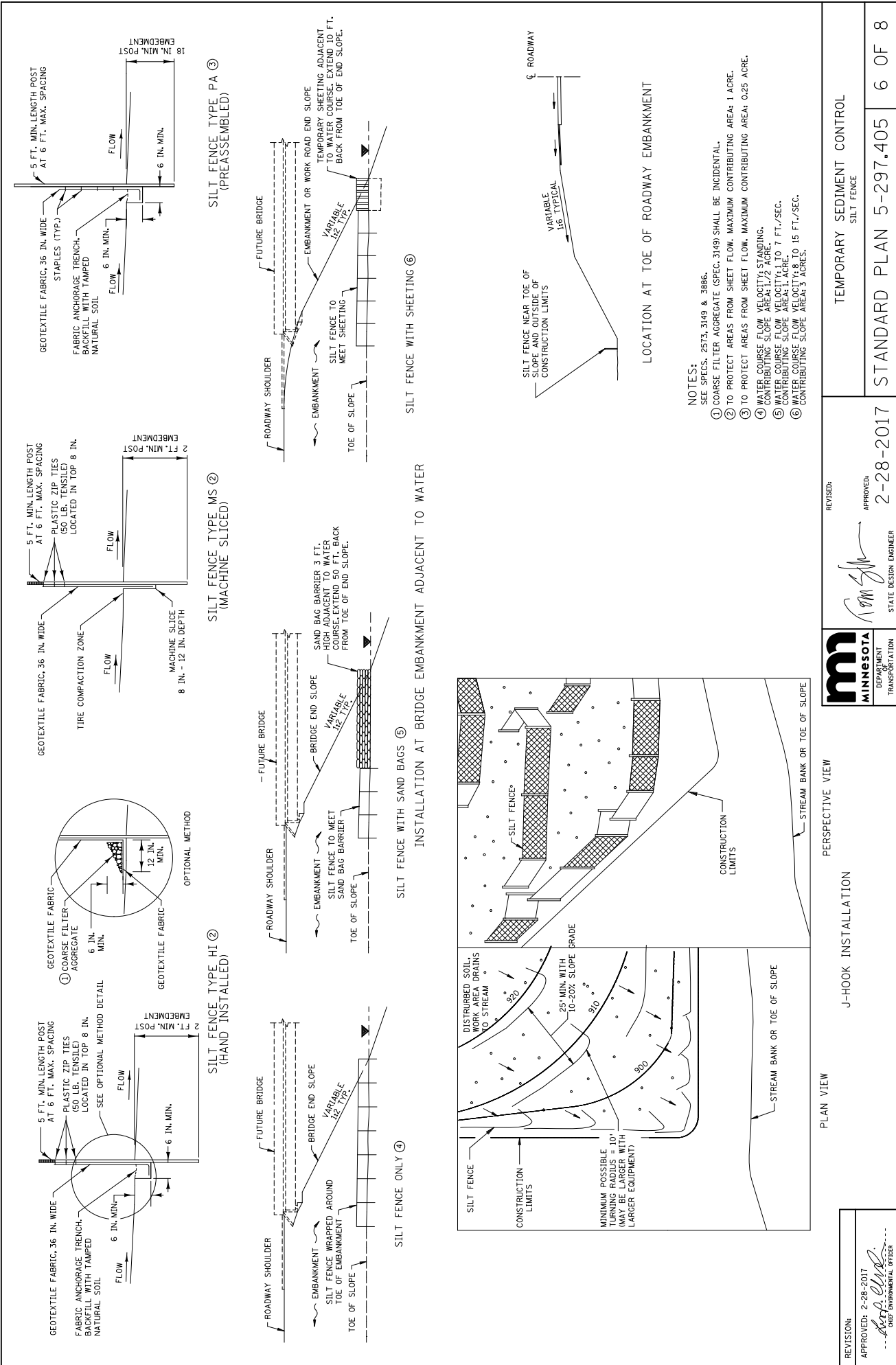
RUMBLE PAD CONSTRUCTION EXIT ⑤⑦

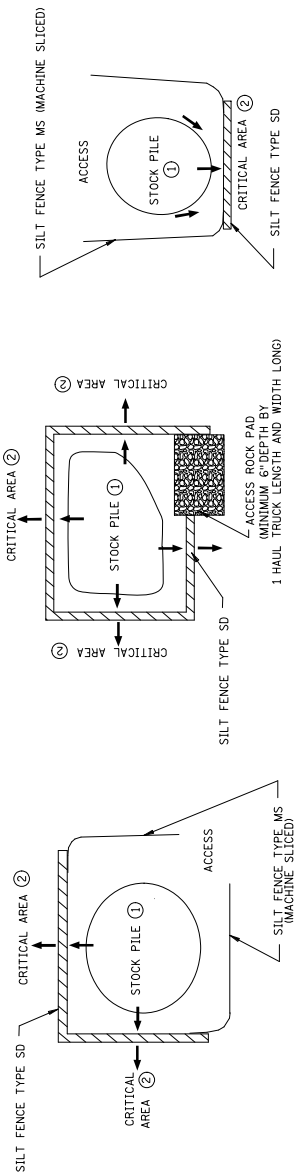


SLASH MULCH OR CRUSHED ROCK

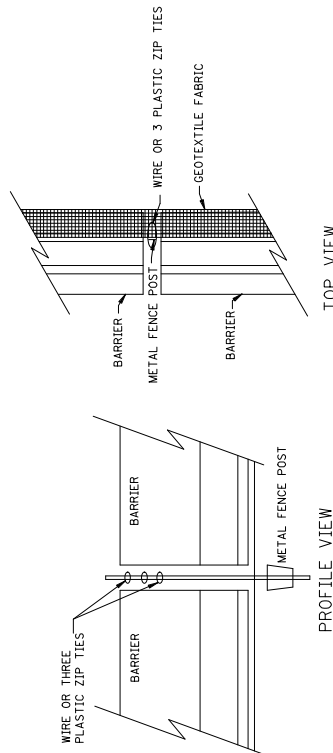
- NOTES:
- SEE SPECS. 2573 & 3882.
- MINIMUM LENGTH SHALL BE THE GREATER OF 50 FEET OR A LENGTH SUFFICIENT TO ALLOW A MINIMUM OF 5 TIRE ROTATIONS ON THE PROVIDED PAD. MINIMUM LENGTH SHALL BE CALCULATED USING THE LARGEST TIRE WHICH WILL BE USED IN TYPICAL OPERATIONS.
  - PROVIDE RADIUS OR WIDEN PAD SUFFICIENTLY TO PREVENT VEHICLE TIRES FROM TRACKING OFF OF PAD WHEN LEAVING SITE.
  - IF RUNOFF FROM DISTURBED AREAS FLOWS TOWARD CONSTRUCTION EXITS, PREVENT RUNOFF FROM DRAINING DIRECTLY TO PUBLIC ROAD OVER CONSTRUCTION EXIT BY PROVIDING A SEDIMENT TRAP OR OTHER MEANS OF INTERCEPTING RUNOFF.
  - IF RUNOFF FROM CONSTRUCTION EXITS WILL DRAIN OFF OF PROJECT SITE, PROVIDE SEDIMENT TRAP WITH STABILIZED OVERFLOW.
  - IF A TIRE WASH OFF IS REQUIRED, THE CONSTRUCTION EXITS SHALL BE GRADED TO DRAIN THE WASH WATER TO A SEDIMENT TRAP.
  - MINIMUM LENGTH OF RUMBLE PAD SHALL BE 20 FEET, OR AS REQUIRED TO REMOVE SEDIMENT FROM TIRES. IF SIGNIFICANT SEDIMENT IS TRACKED FROM THE SITE, THE RUMBLE PAD SHALL BE LENGTHENED OR THE DESIGN MODIFIED TO PROVIDE ADDITIONAL VIBRATION, WASH-OFF LENGTH SHALL BE AS REQUIRED TO EFFECTIVELY REMOVE CONSTRUCTION SEDIMENT FROM VEHICLE TIRES.
  - MAINTENANCE OF CONSTRUCTION EXITS SHALL OCCUR WHEN THE EFFECTIVENESS OF SEDIMENT REMOVAL HAS BEEN REDUCED. MAINTENANCE SHALL CONSIST OF REMOVING SEDIMENT FROM CONSTRUCTION EXITS, REPAIRING EROSION, AND REPLACING SLASH MULCH OR CRUSHED ROCK OVER SEDIMENT FILLED MATERIAL TO RESTORE EFFECTIVENESS.

REVISION: APPROVED: 2-28-2017 ... CHIEF ENVIRONMENTAL OFFICER	REVISED: APPROVED: 2-28-2017 STATE DESIGN ENGINEER	TEMPORARY SEDIMENT CONTROL STABILIZED CONSTRUCTION EXIT STANDARD PLAN 5-297.405 5 OF 8
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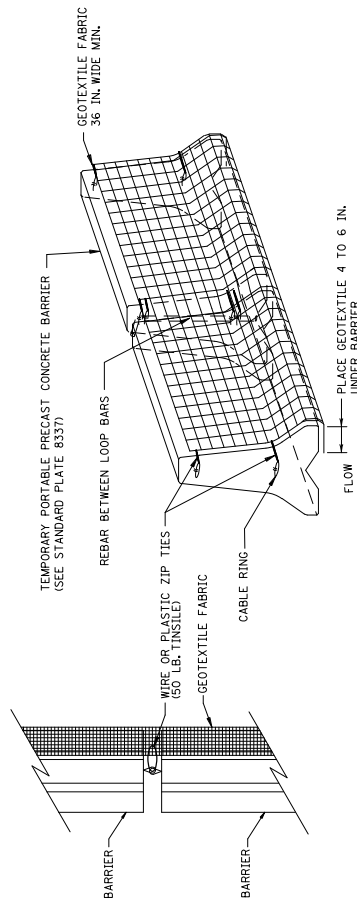
STOCK PILE CONTAINMENT



TOP VIEW

PROFILE VIEW

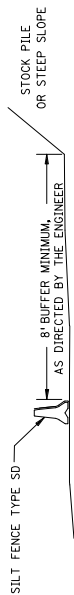
SILT FENCE TYPE SD (SUPER DUTY)  
BARRIER WITHOUT LOOP BARS



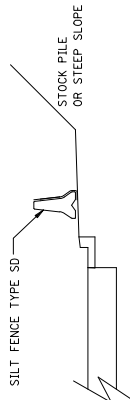
PERSPECTIVE VIEW

TOP VIEW

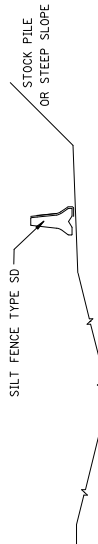
SILT FENCE TYPE SD (SUPER DUTY)  
BARRIER WITH LOOP BARS



STOCKPILE SEDIMENT CONTROL



CURB AND GUTTER PROTECTION SYSTEM



DITCH PROTECTION SYSTEM

NOTES:

SEE SPECS. 2533, 2573 & 3886.

SILT FENCE TYPE SD USED TO PROTECT CRITICAL AREAS FROM SHEET FLOW, AND AREAS WHERE OTHER SILT FENCES CANNOT BE PLACED. MAXIMUM CONTRIBUTING AREA: 1 ACRE.

PLACE SILT FENCE TYPE SD ALONG A CONSTANT ELEVATION.

SILT FENCE TYPE SD CAN UTILIZE EITHER A CONCRETE, OR WATER FILLED, TEMPORARY MEDIAN BARRIER.

① PLACING STOCK PILES NEXT TO AN ENVIRONMENTALLY SENSITIVE AREA IS NOT RECOMMENDED. WHEN THERE ARE NO FEASIBLE ALTERNATIVES, PLACE SILT FENCE SD AS SHOWN OR AS DIRECTED BY THE ENGINEER.

② CRITICAL AREAS INCLUDE WETLANDS, JUDICIAL DITCHES, STREAMS, WATER BODIES, AND OTHER AREAS REQUIRING PROTECTION.

REVISED:

APPROVED:

2-28-2017

STATE DESIGN ENGINEER



TEMPORARY SEDIMENT CONTROL

SUPER DUTY SILT FENCE

STANDARD PLAN 5-297.405

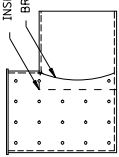
7 OF 8

REVISION:

APPROVED: 2-28-2017

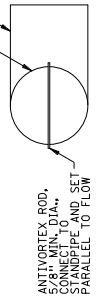
CHIEF ENVIRONMENTAL OFFICER

INSERT 1/3 DIAMETER OF RISER PIPE  
BREAK AWAY CONNECTION



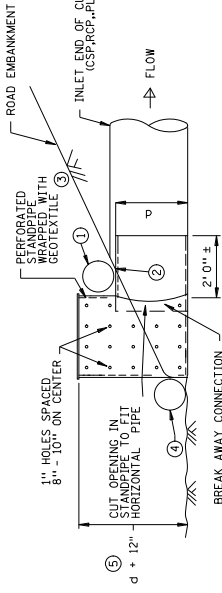
CULVERT STANDPIPE

BREAKAWAY CONNECTION



PLAN VIEW

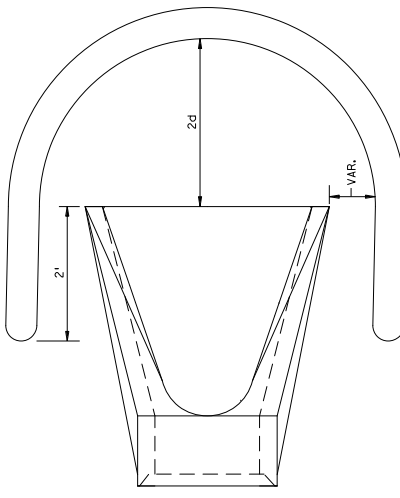
ANTIVORTEX ROD,  
8" DIA. MIN.,  
CONNECT TO  
STANDPIPE AND SET  
PARALLEL TO FLOW



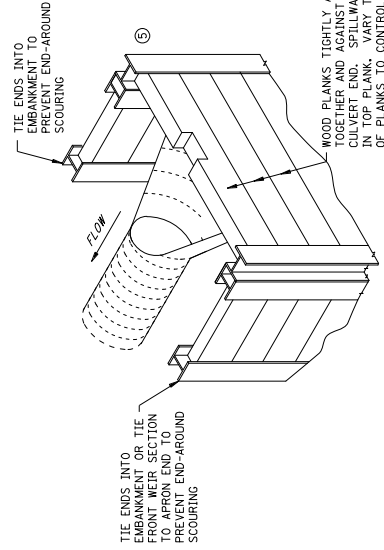
ELEVATION VIEW OF CULVERT INSTALLATION

CULVERT STANDPIPE INSERT (D-RISER)

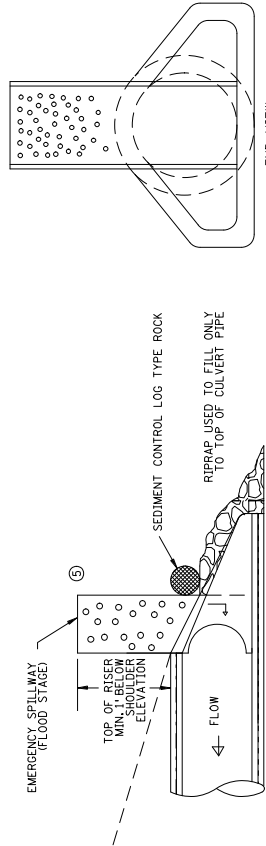
d = CULVERT SIZE: 12" - 36"



SEDIMENT CONTROL LOG WEIR  
(COMPOST, WOOD CHIP, OR ROCK)  
d = CULVERT SIZE: 12" - 36"

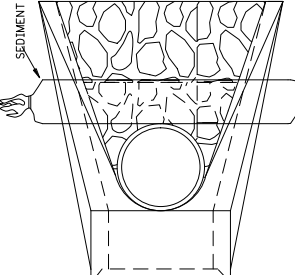


WOOD PLANK WEIR



LONGITUDINAL SECTION

END VIEW



TOP VIEW

CULVERT STANDPIPE INSERT (D-RISER)

NOTE: SEDIMENT CONTROL LOG TYPE ROCK  
MUST BE PROPERLY  
WRAPPED AROUND RISER

NOTES:

- SEE SPECS. 2573, 3891 & 3893.
- FOR USE WHEN TEMPORARY PONDING IS NEEDED IN DITCH  
SECTIONS FOR SEDIMENT CONTROL.
- MANUFACTURED ALTERNATIVES LISTED ON MDOT'S  
APPROVED PRODUCTS LIST MAY BE SUBSTITUTED AT  
NO ADDITIONAL COST.
- ① ROCK LOG OR SANDBAG TO HOLD STANDPIPE AND ACT  
AS A FILTER BETWEEN RISER PIPE AND CULVERT.
- ② PLACE CULVERT APRON AND SLIDE TEMPORARY STANDPIPE  
INTO CSP OR RCP CULVERT.
- ③ ALL GEOTEXTILE USED FOR CULVERT PROTECTION SHALL BE  
MONOFILAMENT IN BOTH DIRECTIONS, MEETING SPEC. 3886  
FOR MACHINE SLICED.
- ④ ROCK LOG OR RIP RAP TO HOLD STANDPIPE AND ACT  
AS A FILTER BETWEEN RISER PIPE AND CULVERT.
- ⑤ NEIGHBORHOODS TO CAUSE FLOODING OF ROAD OR  
ADJACENT PROPERTIES.

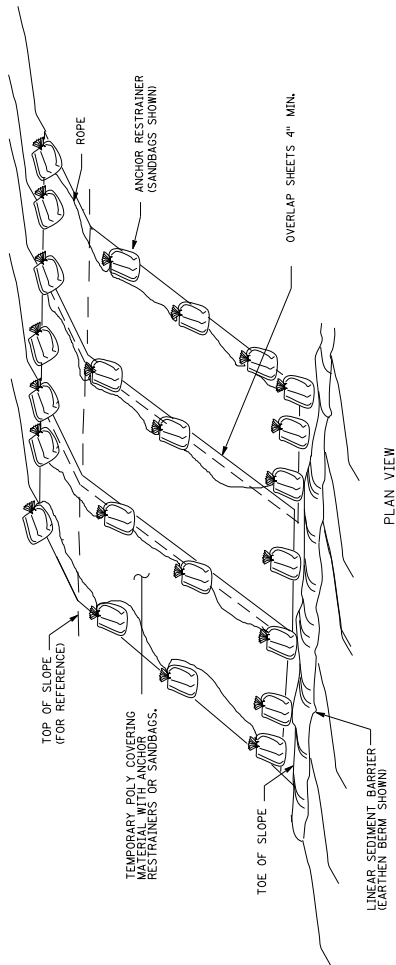


REVISOR: [Signature]  
APPROVED: [Signature]  
2-28-2017  
STATE DESIGN ENGINEER

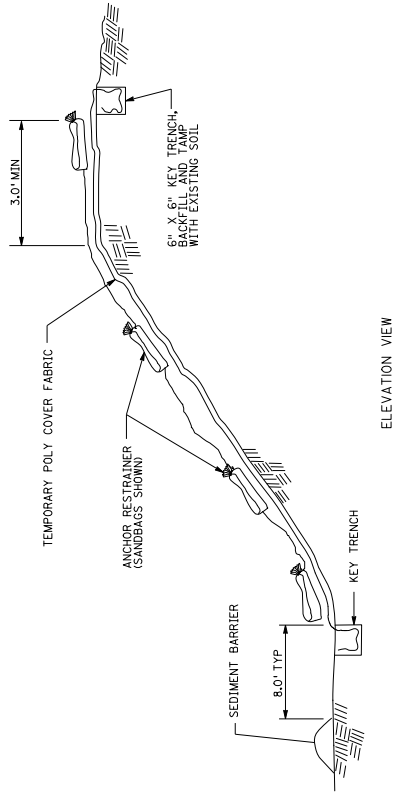
TEMPORARY SEDIMENT CONTROL  
CULVERT END CONTROLS

STANDARD PLAN 5-297.405 8 OF 8

REVISION: [Signature]  
APPROVED: 2-28-2017  
CHIEF ENVIRONMENTAL OFFICER

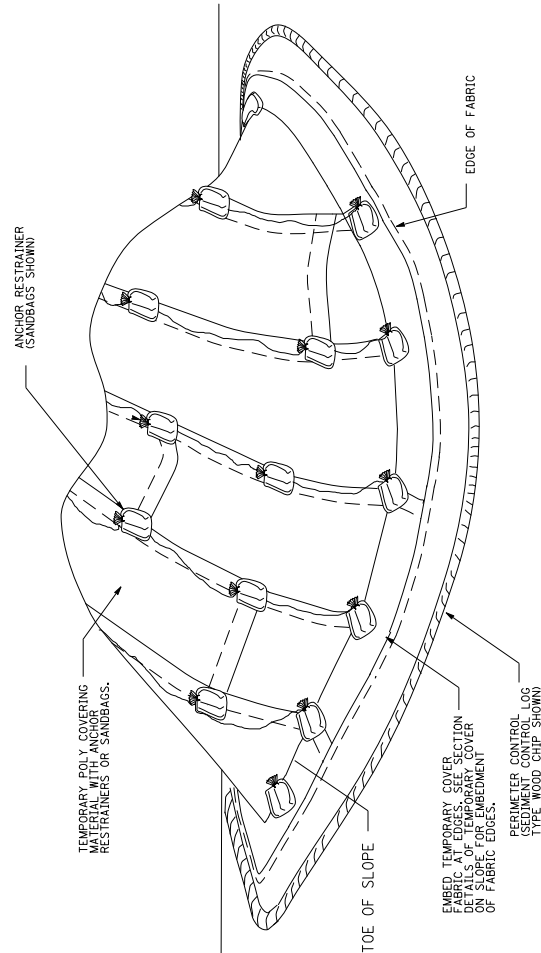


PLAN VIEW

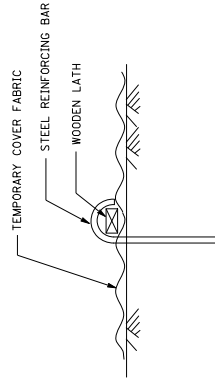


ELEVATION VIEW

TEMPORARY POLY COVER ON SLOPE



TEMPORARY POLY COVER ON STOCKPILE



ANCHOR RESTRAINER  
(STEEL BAR AND WOODEN LATH OPTION)

STEEL REINFORCING BAR DETAIL

NOTES  
ANCHOR RESTRAINTERS: TYPE, QUANTITY, AND SPACING ARE INCIDENTAL TO POLY COVER. PROVIDE ON CORNERS AND SEAMS OF POLY COVER MATERIAL TO KEEP FROM BLOWING OFF. NO MINIMUM SPACING REQUIRED.  
PERIMETER CONTROL: USE SEDIMENT CONTROL LOGS TYPE WOOD CHIP OR COMPOST, INCIDENTAL.



REVISIONS:  
APPROVED:  
2-28-2017  
STATE DESIGN ENGINEER

TEMPORARY EROSION CONTROL  
TEMPORARY POLY COVERINGS


STANDARD PLAN 5-297.409 1 OF 1

REVISION:  
APPROVED: 2-28-2017  
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CHIEF ENVIRONMENTAL OFFICER

☐ **Category 3 Plan Submittal Requirements:**

- The **Following Must be Included in or Attached to the *Stormwater Management Plan***
- A clearly legible and complete Alexandria Construction Stormwater Permit application.
- MPCA Construction Stormwater General Permit MNR100001 Section 5 content.
- Identification and description including:
  1. Project name.
  2. Project type (residential, commercial, industrial, road construction, or other).
  3. Project location.
  4. Parcel identification number (legal description).
  5. Copies of permits or permit applications required by any other governmental entity or agencies including mitigation measures required as a result of any review for the project.
- Existing Conditions - A complete site plan and specifications, signed by a person who is certified to design the plan shall be drawn to an easily legible scale, shall be clearly labeled with a north arrow and a date of preparation, and shall include, at a minimum, the following information:
  1. Property lines and lot dimensions.
  2. Existing zoning classifications for land within and abutting the development, including shoreland, floodway, flood fringe, or general floodplain, and other natural resource overlay districts.
  3. Show ordinary high water marks of all navigable waters, 100-year flood elevations and delineated wetland boundaries, if any. If not available, appropriate flood zone determination or wetland delineation, or both, may be required at the applicant's expense.
  4. Map of infiltration rates, depth to bedrock, and depth to seasonal high water table.
  5. Steep slopes where areas of 33% or more.
  6. Bluff areas meeting the current definition of the MnDNR.
  7. Wooded area and tree survey as defined by the zoning authority.
  8. Agricultural Land preservation area(s), County Biological Survey sites, or other officially designated natural resources.
  9. Hydrologic calculations for volume runoff, velocities, and peak flow rates by watershed, for the 2-yr, 10-yr, and 100-yr 24-hour storm events. These shall include: pre-existing peak flow rates, assumed runoff curve numbers, time of concentration used in calculations, and the 100-year flood elevation with and without the floodway if a flood insurance study has been done by the National Flood Insurance Program.
- Bankfull discharge rate (1.5 year recurrence interval) of creek or stream if there is a waterway on the site or if the site discharges directly to the waterway.
- Proposed Conditions - A complete site plan and specifications, signed by the person who designed the plan shall be drawn to scale appropriate to the site of the project and suitable for the review to be performed, shall be clearly labeled with a north arrow and a date of preparation, and shall include, at a minimum, the following information:
  1. Project map – A map indicating site boundaries and areas not to be disturbed.
  2. Property lines and lot dimensions of plat.
  3. The dimensions and setbacks of all buildings and easements.
  4. Identify all drain tiles that would affect the project site and within one (1) mile of project boundary, including. Show ordinary high water marks of all navigable waters, 100-year flood elevations and delineated wetland boundaries, if any. If not available, appropriate flood zone determination or wetland delineation, or both, may be required at the applicant's expense.
  5. Location and engineered designs for structural stormwater management practices including stormwater treatment devices that remove oil and floatable material (e.g., basin outlets with submerged entrances).
  6. Normal water level, high water level, and emergency overflow elevations for the site.
  7. Floodway and flood fringe boundary, if available.
  8. Any other information pertinent to the particular project that, in the opinion of the City, is necessary for the review of the project.
- All proposed stormwater practices, hydrologic models, and design methodologies shall be reviewed by the City and certified for compliance by the City in accordance with their plans and specifications.
- A pre-construction meeting, preferably at the construction site, including the operator/general contractor, the site grading contractor, the City of Alexandria Stormwater Inspector.



	<b>ALEXANDRIA CONSTRUCTION STORMWATER PERMIT (CSP)</b>	
	<b>City of Alexandria 704 Broadway Alexandria, MN 56308 (320) 763-6678 Telephone (320) 763-3511 Fax</b>	<b>CSP Permit Number:</b> _____  <b>Other Permit Number:</b> _____  <b>Date Issued:</b> _____

**Site Information**

**Project Address:** \_\_\_\_\_ **Owners Name:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_ **Project Type:** \_\_\_\_\_ **Acres to be Disturbed:** \_\_\_\_\_

**Natural Resource Feature within 100 feet:**    Yes ☐    No ☐                     
 **Storm Drain within 100 feet:**    Yes ☐    No ☐

**If Yes, Identify Natural Resource Feature(s):** \_\_\_\_\_

**Proposed Start Date:** \_\_\_\_\_ **Proposed Completion Date:** \_\_\_\_\_

<p style="text-align: center;"><b><u>Scope of Land Disturbance Activity:</u></b></p> <p> <input type="checkbox"/> Category 1 Land Disturbance  <input type="checkbox"/> Category 2 Land Disturbance  <input type="checkbox"/> Category 3 Land Disturbance*              <i>*<b><u>Separate MPCA Construction Stormwater Permit Required</u></b></i> </p> <p> <input type="checkbox"/> Part of Common Development Plan  <input type="checkbox"/> Site within 1 mile of Lake Winona       </p>	<p style="text-align: center;"><b><u>Best Management Practices</u></b></p> <p>         Areas not being actively worked to be stabilized within 14 days.          *(Areas within 1 mile of Lake Winona 7 days)          Install/maintain perimeter controls and sediment barriers.          Keep discharge points and receiving waters free of sediment.          Protect natural resources (streams, wetlands, mature trees, etc).          Properly protect storm drain inlets.          Keep sediment from tracking onto street.          Keep trash/litter collected and contained.          Keep concrete washout areas clearly marked and maintained.          Keep fueling, cleaning, maintenance areas free of leaks and spills.          Keep potential stormwater contaminants inside or under cover.          Make sure previously disturbed areas are/remain stabilized.          Properly located and stabilize all stockpiles.          Check site for compliance after each ½-inch (+) rain event.       </p>
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<p style="text-align: center;"><b><u>Party Responsible for Installing, Implementing and Maintaining Erosion and Sediment Control per Plan</u></b></p> <p> <b>Name:</b> _____       </p> <p> <input type="checkbox"/> <b>Operator/General Contractor</b>   <input type="checkbox"/> <b>Owner (if Owner is Operator/General Contractor)</b> </p> <p> <b>Contact Person:</b> _____       </p> <p> <b>Address:</b> _____       </p> <p> <b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____       </p> <p> <b>Telephone:</b> _____ <b>Cell:</b> _____       </p> <p> <b>Email:</b> _____       </p>	<p style="text-align: center;"><b><u>GENERAL NOTES TO PERMITEE:</u></b></p> <p>         The costs associated with an on-site review by the City Engineer of reported stormwater management violations will be the responsibility of the property owner. Re-inspections of Non-Compliant Erosion and Sediment Control BMPs will be subject to re-inspection fees and may result in a “stop work” order being issued to the site. Any <b>permit</b> issued becomes invalid if the work authorized by the <b>permit</b> is suspended or abandoned for more than <b>180 days</b>. The <b>180 days</b> commences the first <b>day</b> the work was suspended or abandoned.       </p>
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**CERTIFICATION STATEMENT**

I certify under penalty of law that this document and all attachments, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

**Print Name and Title:** \_\_\_\_\_

**Signature of Permit Holder:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_