

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 <i>Erosion and Sediment Control Plan Sketch</i> . ☐ Category 1 - Construction activities disturbing less than ½ acre that include new construction, demolition, remodel/addition, accessorial 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
 - o A clearly legible and complete Alexandria Construction Stormwater Permit application.
 - Location and type of perimeter erosion control.
 - o 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.
 - \circ Temporary pumping shall not be permitted without use of an approved MPCA device or standard.
 - o Soil compaction shall be minimized.
 - o All temporary synthetic BMPs to be removed upon permanent stabilization.

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Category 1 Erosion and Sediment Control Plan Sketch

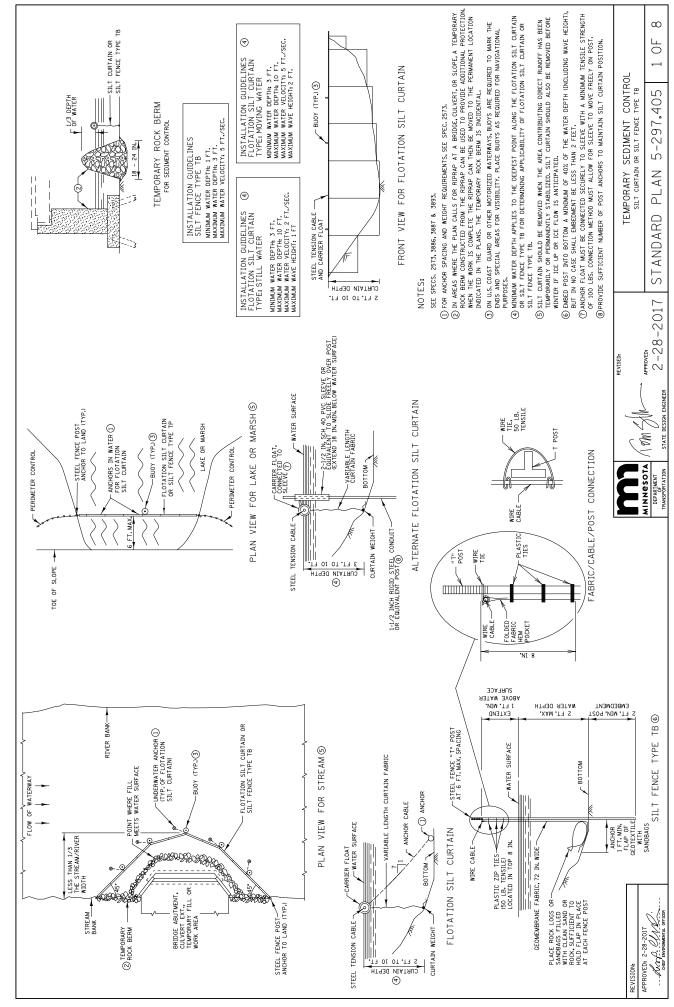
(This page is **not** required for Category 2 or Category 3)

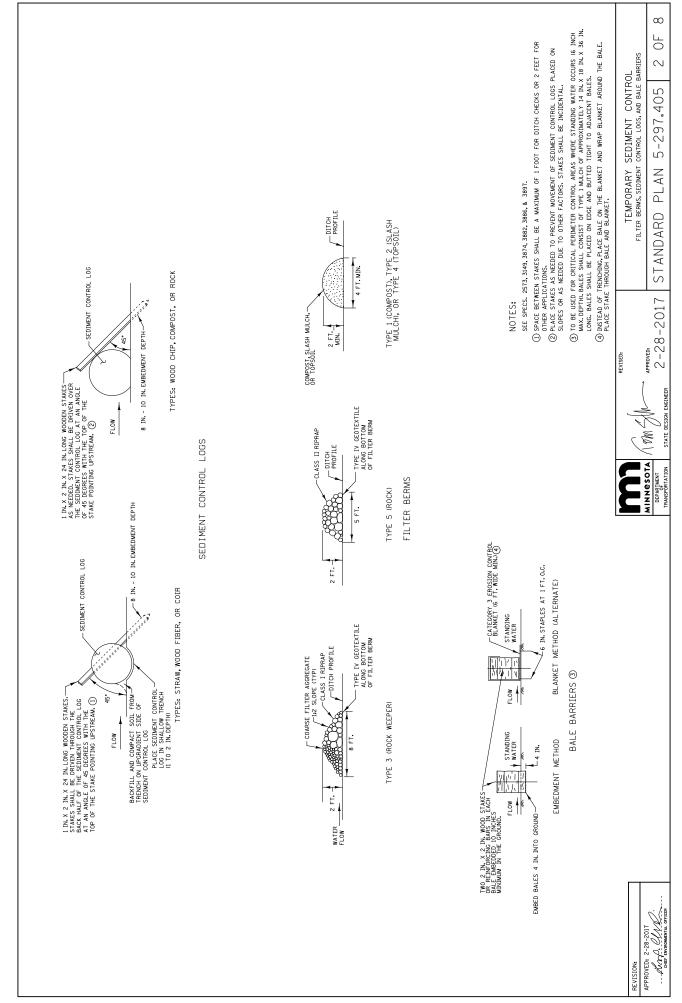
Please Show: Location and type of perimeter control Location and type of construction exit Location and type of other erosion prevention and sediment control BMPs Location and type of inlet protection for all storm sewer inlets within 1 block downstream Name, telephone number and email address of individual 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

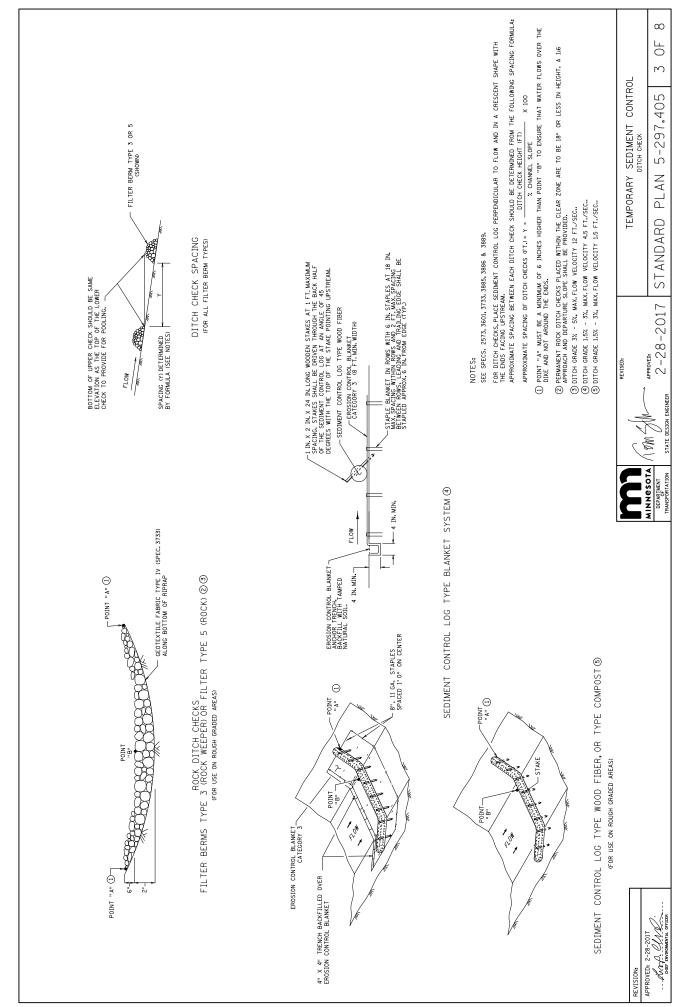
- o The street shall be swept clean before the end of each day of active construction, when sediment is tracked onto the street.
- Areas with slopes greater than 3:1 and areas adjacent to wetlands/waterbodies disturbed during construction shall be
 protected with temporary vegetation, mulching or other means as soon as practical.
- All exposed soil areas shall be stabilized as soon as practical.
- o 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.
- o Stockpiles shall be stabilized and surrounded with adequate perimeter control to prevent sedimentation.
- o 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.
- o 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.

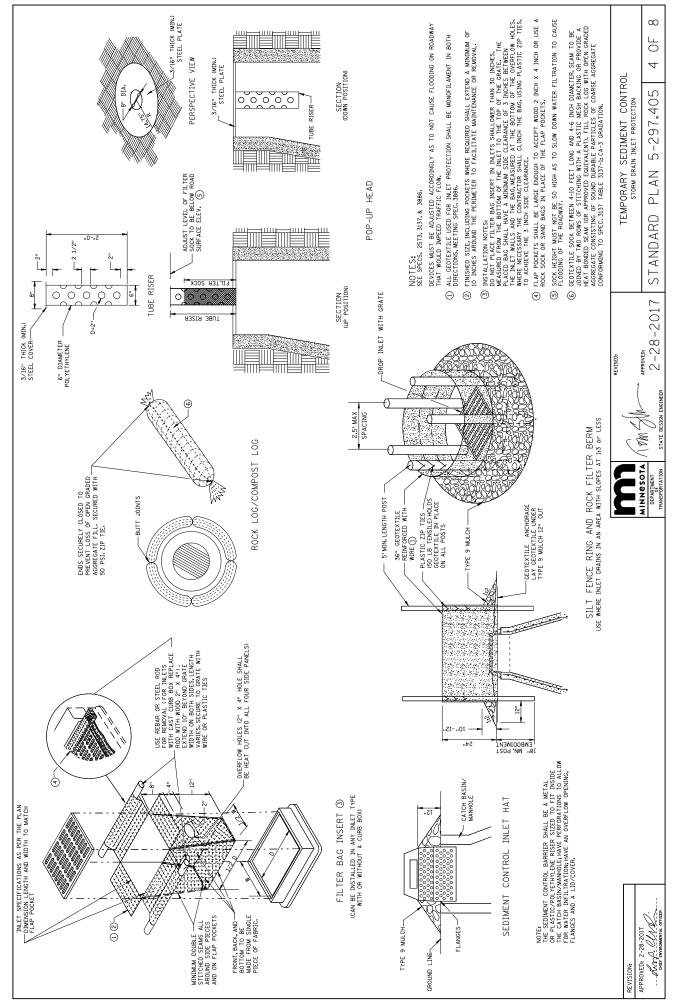
☐ Category 2 Plan Submittal Requirements:

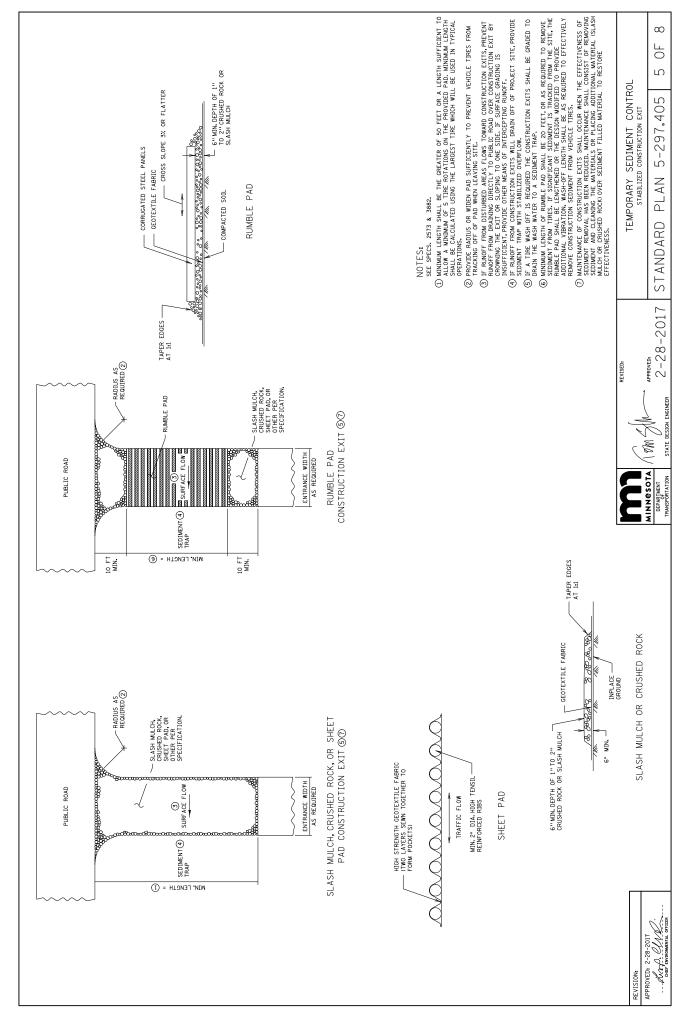
- The Following Must be Included in or Attached to the Stormwater Management Plan
- A clearly legible and complete Alexandria Construction Stormwater Permit application.
- Drawings prepared to an easily legible scale, shall be clearly labeled with a north arrow and a date of preparation.
- Names, addresses 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).

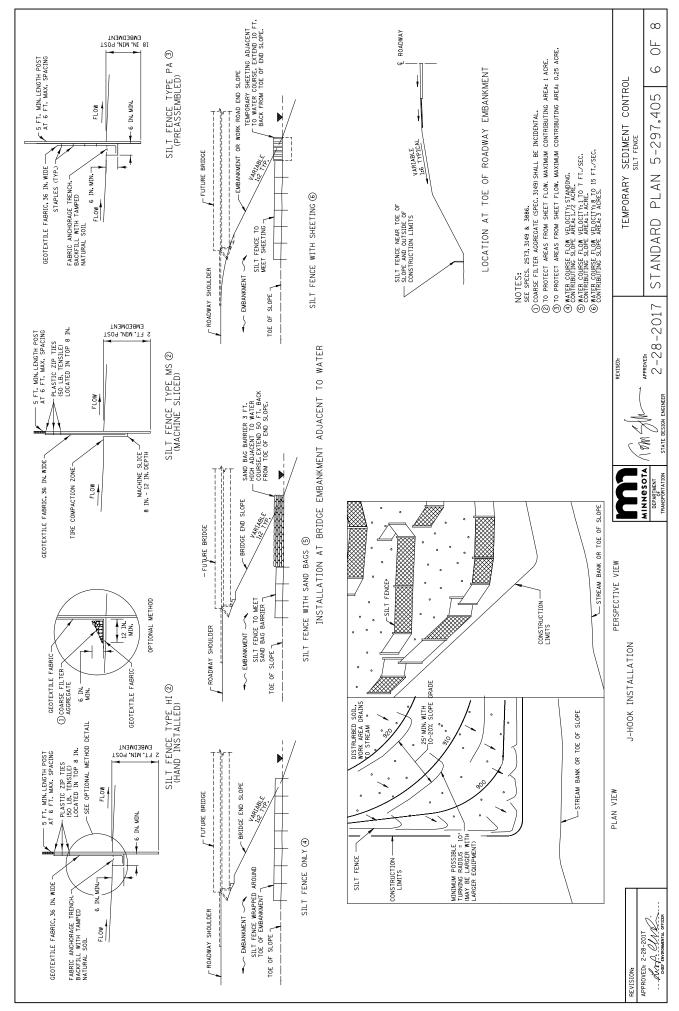


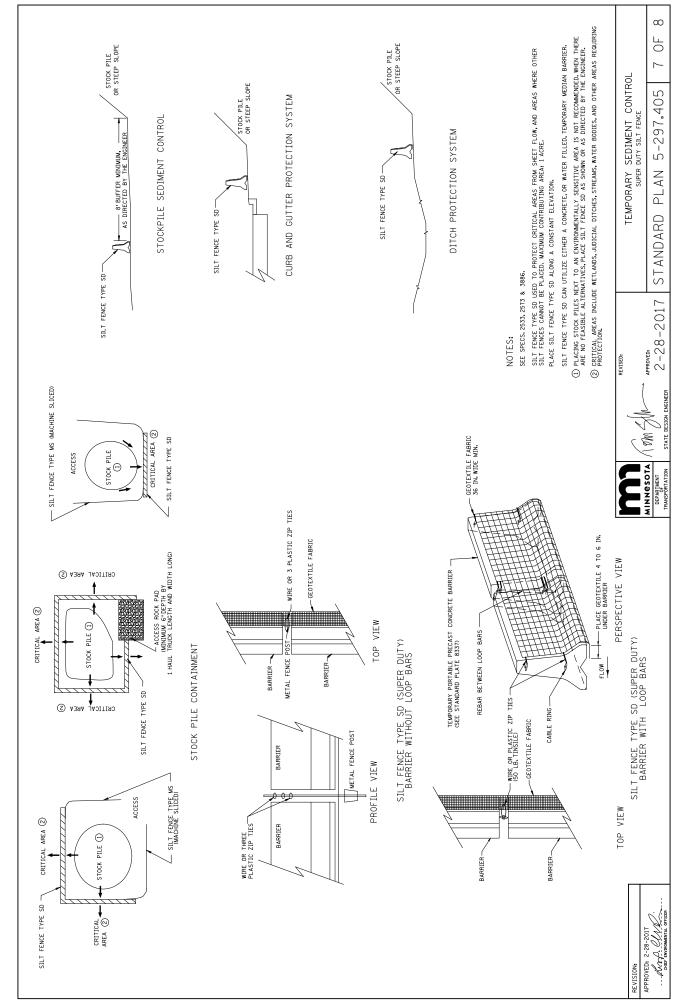


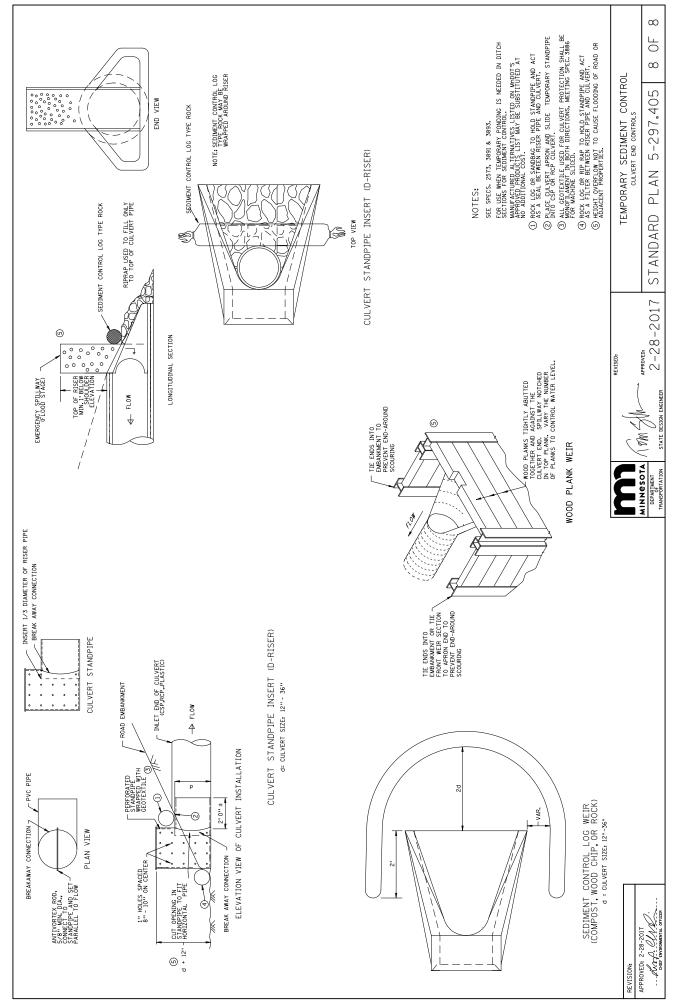


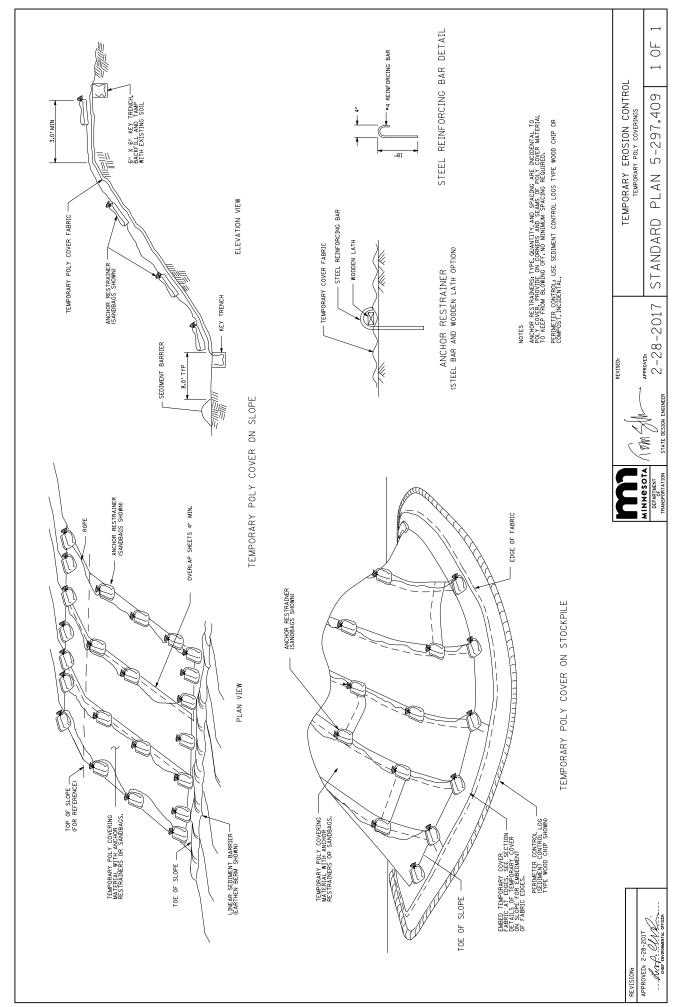












☐ Category 3 Plan Submittal Requirements:

- 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 thesite.
 - 7. Floodway and flood fringe boundary, ifavailable.
 - 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.



ALEXANDRIA CONSTRUCTION STORMWATER PERMIT (CSP)

City of Alexandria 704 Broadway Alexandria, MN 56308 (320) 763-6678 Telephone (320) 763-3511 Fax

CSP Permit Number:	
Other Permit Number:	
Date Issued:	

(320) 763-3511 Fax	(
Site Info	ormation	
Project Address: Owne	rs Name:	
Project Name: Project	ct Type:Acres to be Disturbed:	
Natural Resource Feature within 100 feet: Yes ☐ No ☐	Storm Drain within 100 feet: Yes \Box No \Box	
If Voc. Identify Natural Descriptor Facture (s)		
If Yes, Identify Natural Resource Feature(s):		
Proposed Start Date:Proposed	Completion Date:	
Scope of Land Disturbance Activity:	Best Management Practices	
☐ Category 1 Land Disturbance	Areas not being actively worked to be stabilized within 14 days	
Category 2 Land Disturbance	Areas not being actively worked to be stabilized within 14 days. **(Areas within 1 mile of Lake Winona 7 days)	
☐ Category 3 Land Disturbance*	Install/maintain perimeter controls and sediment barriers.	
*Separate MPCA Construction Stormwater Permit Required	Keep discharge points and receiving waters free of sediment.	
Part of Common Development Plan	Protect natural resources (streams, wetlands, mature trees, etc).	
☐ Site within 1 mile of Lake Winona	Properly protect storm drain inlets.	
	Keep sediment from tracking onto street.	
Party Responsible for Installing, Implementing and	Keep trash/litter collected and contained.	
Maintaining Erosion and Sediment Control per Plan	Keep concrete washout areas clearly marked and maintained.	
	Keep fueling, cleaning, maintenance areas free of leaks and spills.	
Name:	Keep potential stormwater contaminants inside or under cover.	
	Make sure previously disturbed areas are/remain stabilized.	
□ Operator/General Contractor	Properly located and stabilize all stockpiles.	
Owner (if Owner is Operator/Conerel Contractor)	Check site for compliance after each ½-inch (+) rain event.	
☐ Owner (if Owner is Operator/General Contractor)		
Contact Person:	GENERAL NOTES TO PERMITEE:	
	The costs associated with an on-site review by the City Engineer of	
Address:	reported stormwater management violations will be the	
	responsibility of the property owner. Re-inspections of Non-	
City: State: Zip:	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 permit issued becomes invalid if the work authorized	
Telephone: Cell:	by the permit is suspended or abandoned for more than 180 days .	
	The 180 days commences the first day the work was suspended or	
Email:	abandoned.	
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:

Approved By:

Signature of Permit Holder: ______Date: _____