

Township of West Lakeland

Permit Application Requirements for Grading and Filling

General Notes

- A. In addition to conditions and restrictions specified in this permit, grading and filling must comply with Section 9, Erosion, Water Management and Land Alteration, of the West Lakeland Ordinances, and Section 9.7 specifically for conditions pertaining to grading and filling.
- B. Structures, sewage treatment systems, driveways, public roads and parking areas are permitted individually and do not require a separate grading and filling permit.
- C. Grading and filling are prohibited on scenic easements, bluff impact zones, or wetlands, and permits will not be issued for such.
- D. Grading and filling permits over public waters will not be issued by the Township without first receiving a copy from the applicant of an approved Public Waters Use Permit from the DNR and the U.S. Army Corps of Engineers.
- E. Call Gopher State One Call (811) before digging.
- F. Comply with the Minnesota Manual on Uniform Traffic Control Devices (<https://www.dot.state.mn.us/trafficeg/publ/mutcd/>) to install and maintain traffic control on all public streets, highways, bikeways, and private roads open to public travel.

Additional Grading and Filling Conditions and Restrictions

- 1. Compliance with Section 9 of the Township Ordinances is required.
- 2. Grading and filling operations are limited to the hours of 7:00 AM to 7:00 PM Monday through Friday. Saturday hours are 7:00 AM to 7:00 PM by written request only, with approval by the Town Engineer or Road Supervisor.
- 3. Grading and filling must be designed and conducted in a manner that ensures only the smallest possible amount of bare ground is exposed for the shortest time possible.
- 4. The permit holder is responsible to schedule inspections.
- 5. Mulches or similar materials must be used for temporary bare soil coverage, and a permanent vegetation cover must be established as soon as possible, but no longer than 14 days (7 days or less when discharging to impaired waters).
- 6. Use methods to minimize soil erosion and trap sediments before they reach any surface water feature.
- 7. Stabilize altered areas to acceptable erosion control standards consistent with the technical guides of the local soil and water conservation district and the U.S. Soil Conservation Service.
- 8. Fill or excavated material must not be placed in a manner that creates an unstable slope.
- 9. Alterations of topography shall not be allowed unless they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties and do not cause the potential for erosion.
- 10. The Township may take enforcement actions if conditions of this permit are not met. (Section 9.12)

We accept the conditions and restrictions of this permit. It is understood that any changes from these plans must be resubmitted for approval.

Applicant/Owner	Date	Building Official	Date
-----------------	------	-------------------	------

Description of Project to be Graded or Excavated

Description of Project			
Project address, PID#, or Legal Description			
Purpose of Work			
Value of Work	Estimated Start Date	Estimated Completion Date	
Source and Composition of Fill			
Cubic Yards of Fill	Cubic Yards of Excavation	Cubic Yards of Land Alteration	Total Area of Land Altered (Acres)

Attachments to be Submitted for a Grading and Filling Permit as Applicable, as Determined by the Township.

- Copy of Deed or Proof of Ownership of the property.
- Site map to scale showing the property/roadway to be altered and all adjacent property, indicating the location of any existing structures within the work area.
- Grading plan showing existing and proposed finished contours and elevations, related to NGVD 1929 datum. Contour elevations shall extend to a point at least 100' beyond the property line of the work area.
- Storm Water Pollution Prevention Plan showing all erosion control methods and practices to be implemented. Plan is to show locations and types of temporary and permanent sediment control devices and facilities.
- Locations and types of proposed turf establishment shall be shown on the plan, including seeding and sodding locations, seed mix designation, type and location of mulch and type and location of erosion control blankets.
- Locations of any temporary soil stockpiles shall be identified on the plan, as well as sediment control devices that will control erosion from the soil stockpiles.
- Calculations for volumes and types of material to be graded, excavated, filled, imported or exported, in cubic yards.
- Plan for vehicular ingress and egress at the site and adjoining sites during grading and filling operations.
- List of roads that will be used by trucks to move material to and from the site.
- Soil borings/Geo-technical reports/Compaction or Soil Density Requirements.
- A final use plan indicating the ultimate land use of the property
- Certificate of Comprehensive General Liability Insurance.
- The Township may require the applicant to post a bond or other financial security to ensure compliance with the requirements of this permit.
- Other:

Grading Permit Application

Applicant

Company Representative		Date	
Company Name			
Address			
City		State	Zip
Office Phone	Cell Phone	Fax	

Property Owner (1)

Property Owner Name			
Company Name			
Address			
City		State	Zip
Office Phone	Cell Phone	Fax	

Property Owner (2)

Property Owner Name			
Company Name			
Address			
City		State	Zip
Office Phone	Cell Phone	Fax	