

DATE OF APPLICATION: ____/____/____

PROPERTY INFORMATION		
Street Address of Improvements:		
Property Owner Name:		
Property Owner Address:		
City:	State:	Zip:
Telephone:	Email:	
CONTRACTOR INFORMATION		
Name of Contractor:		
Street Address of Contractor:		
City:	State:	Zip:
Telephone:	Email:	
GRADING, FILLING, EXCAVATION		
Volume of material to be moved:	Estimated start date:	

In consideration of the granting of the grading permit, the undersigned agrees:

- 1) Erosion control measure must be used, streets leading to the site must be swept as often as necessary to remove debris, and dust must be controlled, and necessary erosion control permits will be obtained from the appropriate watershed district or watershed management organization.
- 2) Alterations must be designed and conducted in a manner that ensures only the smallest amount of bare ground is exposed for the shortest time possible.
- 3) Alterations of topography must only be allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties.
- 4) Fill or excavated material must not be placed in a manner that creates an unstable slope.
- 5) The applicant is responsible for the location and moving of any private utilities. The contractor shall contact Gopher State One call before commencing excavation. Gopher State One Call System at 651-454-002.

Owner's Statement	
I am the owner of the above-described property and I agree to this application. By signing this application, I certify that all fees, charges, utility bills, taxes, special assessments and other debts or obligations due to the city by me or for this property have been paid. I further certify that I am in compliance with all ordinance requirements and conditions regarding other city approvals that have been granted to me for any matter.	
Signature	Date:

Applicant's Statement

This application should be processed in my name, and I am the party whom the city should contact about this application. I have completed all the applicable filling requirements, and to the best of my knowledge, the documents and information I have submitted are true and correct.

Signature

Date:

City Approval – office use only

Approved:

Date:

Submittal Requirements

- Application Fee** – See Fee Schedule
- Escrow, if applicable**
- Survey**
 - A certificate of Survey prepared by a Registered Land Surveyor must be submitted. The survey must include legal description, lot dimensions, property lines, and all platted and recorded easements, natural features (lakes, creeks, floodplain, wetlands, and significant trees, as defined in city code).
- Wetland Delineation**
 - Wetland delineation and appropriate documentation may be required. If required, the delineation must be staked in the field for city staff verification.
- Grading and Drainage Plan**
 - A grading and draining plan must be submitted and must include:
 - o Existing and proposed two-foot contours.
 - o Location and size of proposed pipes and stormwater treatment areas
 - o Associated engineering calculations
- Erosion Control and Tree Protection Plan**
 - A plan that identifies and shows the location of all proposed erosion and sedimentation controls and tree protection methods to be used.
- Written Statement**
 - A written statement must be submitted describing the intended use of the property.
- Plans**
 - 1 electronic plan set.
- Other Agency Review, as applicable**
 - Minnehaha Creek Watershed District (MCWD), Carver County Watershed Management Organization (CCWMO), and MPCA.