



Submit Application Packet to:
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Stormwater Pollution Prevention Program Land Disturbance – Grading Permit Application and Submittal Requirements

A City of Faribault Grading Permit Application and site plan must be submitted and approved **PRIOR** to the start of any land disturbance activity disturbing an area greater than or equal to 0.5 acres. Land disturbances less than 1 acre, but part of a ‘common plan of development or sale’ must also submit an application. Those land disturbance activities greater than or equal to one acre or part of a common plan of development or sale, additionally must also submit:

- A stormwater pollution prevention plan (SWPPP)
- Provide verification of compliance with the Minnesota Pollution Control Agency (MPCA) National Pollutant Discharge Elimination System (NPDES) General Stormwater Permit for Construction Activity
- A post-construction stormwater management plan (applies to projects that create 1 or more acres of new impervious)
- A long-term structural stormwater best management practice (BMP) operation and maintenance plan (applies to projects that create 1 or more acres of new impervious)

For reference the land disturbance thresholds, permit requirements, and documentation submittal requirements are detailed below.

Land Disturbance Threshold	Requirements
Less than 0.5 acres	1) Implement Erosion & Sediment Control BMPs
Greater than or Equal to 0.5 acres	1) Submit City Grading Permit Application 2) Submit Detailed Site Plan 3) Implement Erosion & Sediment Control BMPs
Greater than or Equal to 1.0 acres*	1) Submit City Grading Permit Application 2) Submit Detailed Site Plan 3) Submit Project SWPPP 4) Submit Permanent Post-Construction Stormwater Management Plan 5) Submit Stormwater BMP Operation & Maintenance Plan 6) Provide MPCA NPDES General Stormwater Permit for Construction Activity 7) Implement Erosion & Sediment Control BMPs 8) As-build Submittal

*Activities resulting in land disturbances less than 1.0 acre but part of a ‘common plan of development or sale’ are subject to these requirements. A **common plan of development or sale** is defined as ‘a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan. One plan is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land disturbing activities may occur.’

Failure to submit the Permit Application and required submittal documents *prior* to the start of construction will result in the issue of a *STOP WORK ORDER*. Work will not be permitted to resume until the required documents are submitted, Grading Permit is approved, and a *RESUME WORK ORDER* has been issued.

In addition to the MPCA NPDES General Stormwater Permit for Construction Activity requirements, or any items required by any other City Department, the City Code of Ordinances Chapter 28 – Article VII requires specific items to be included, at a minimum, on documents submitted for review (Sec. 28-225 through Sec. 28-230). Those requirements are outlined in the sections below.

Failure to include any of the plan content requirements or supporting permit application documents shall constitute an incomplete application and will result in the return of the application and delay permit approval.

City Stormwater Requirements

Site Plan Requirements

1. Contact information for the engineering firm, developer, owner and contractor;
2. A north arrow;
3. A location map indicating the vicinity of the site;
4. Two (2) foot contour information that includes contour labeling and extends a minimum of two hundred (200) feet beyond the property boundary that shows features such as buildings, structures, walls, trees, fences, etc., and any hydrologic features such as wetlands, ponds, lakes and streams that are wholly or partially encompassed by the project perimeter;
5. Directional arrows to indicate the site and lot drainage directions;
6. Detailed information on stormwater ponds, wetlands, lakes and streams which must include the following:
 - a. The normal water elevation and one hundred (100) year design storm high water level;
 - b. The ordinary high water level for all wetlands on the site, if available;
 - c. Whether the streams on the site are protected by the Department of Natural Resources;
 - d. Wetland delineations for any wetlands on the site along with the location of any required wetland buffer monument;
 - e. Constructed stormwater pond cross sections showing the depth in feet; and
 - f. The location of any FEMA floodplain or floodway as shown on the most current FEMA Flood Insurance Rate Maps that is located on the site.
7. If the property involves more than one lot, information on the individual lots, which must include the following:
 - a. The type of structure;
 - b. The lowest ground elevation adjacent to the building;
 - c. Lot corner spot elevations;
 - d. Mid-point side lot spot elevations;
 - e. Spot elevations at any high points or drainage breaks;
 - f. Spot elevations where drainage swales intersect lot lines; and
 - g. Spot elevations where drainage and utility easements intersect with lot lines;
8. All existing and proposed easements and outlots;
9. All adjacent plats, parcels, property lines, section lines, streets and underground utilities (both public and private); and
10. Other items as required by the City.

Stormwater Pollution Prevention Plan (SWPPP) Requirements

1. The name and address of the applicant;
2. A legal description of the site;
3. A map of all adjacent areas to the site that identifies all waters of the state, subdivisions, roads, utilities and other areas which might be affected by the land disturbance activity. If SWPPP involves directing some or the entire site's runoff to adjacent properties, the applicant shall obtain from adjacent property

- owners any necessary easements to permit the runoff to flow onto their properties;
4. A map of the existing site conditions that includes the existing topography of the site, the location of any steep and very steep slopes, the location of existing drainage systems and patterns, the types of soils, the location of any waters of the state, the location of any vegetative cover, the location of any one hundred (100) year floodplain boundaries and the locations of any existing and proposed wetland buffer strips;
 5. A description of the project, including the nature and purpose of the land disturbance activity and a description of the grading work, utility work, and building construction involved;
 6. A schedule of the start and completion dates of each land disturbance activity on the site, including the estimated dates of installation of the required erosion prevention measures for each phase and the construction schedule;
 7. A site construction plan that includes the location of the proposed land disturbance activities and any stockpile locations;
 8. A designation of the site's areas that have the potential for serious erosion problems;
 9. A description of the proposed erosion and sediment control measures to be undertaken, including the methods that will be used to control erosion and sedimentation on the site, both during and after construction;
 10. A description of the proposed permanent stabilization measures to be taken, including stabilization specifications, time frames and schedules;
 11. The location of all existing and proposed permanent and temporary sedimentation basins;
 12. A description of the method to be used to dispose of temporary erosion and sediment control measures;
 13. A description of the method to be used to maintain the temporary and permanent erosion and sediment controls;
 14. A description of the method to be used to collect and dispose of sediment and floating debris; and
 15. A street sweeping schedule for the site.

Post Construction Project Submittals

Any project with land disturbances greater than or equal to one acre, shall submit electronic files of the as-built drawing of the project in AutoCAD (.dwg) and text (.txt) format for review and approval.

1. The City shall perform a grading inspection before preparation of any required as-built plan.
2. The City shall issue a punch list to the applicant of any items requiring corrective action, if necessary, to be completed prior to submittal of the as-built plan.
3. The text file shall including a northing, easting, description and elevation for each point.
4. The drawing shall be based on the current Rice County coordinate system and be 1"=50" scale or larger.
5. No building permits will be issued until the as-built drawing has been approved by the City.
6. The as-built must include all of the items contained under **Site Plan Requirements** (listed above).

Permanent Post-Construction Stormwater Management

Any project with land disturbances greater than or equal to one acre must also manage post-construction stormwater runoff, from new areas of impervious surfaces equal to or greater than 1 acre, with permanent stormwater facilities/structural BMPs onsite. The applicant must meet the post-construction stormwater management requirements outlined in the most recent NPDES General Stormwater Permit for Construction Activity, in addition to those required by City Ordinances (below).

1. The applicant shall provide justification for the BMP(s) selected.
2. The applicant shall install or construct all structural BMPs, so that the peak stormwater discharge rates from the BMPs do not exceed the pre-development twenty-four (24), two (2) year, ten (10) year, and one hundred (100) year peak stormwater discharge rates.
3. The pre-development stormwater discharge rates shall be based on the use of the property during the past ten (10) years.

4. All calculations and information used to determine the peak stormwater discharge rates shall be submitted with the Grading Permit Application.
5. Permanent stormwater facilities must incorporate the most current technology as reflected in the current version of the MPCA publications "Protecting Water Quality in Urban Areas" and the "Minnesota Stormwater Manual" and the current design requirements set forth in the NPDES General Stormwater Permit for Construction Activity.
6. A permanent stormwater facility's design shall take into account seasonal changes that may affect system function, such as infiltration capabilities during frozen winter months and must be designed so that proper treatment can still be achieved during these times.
7. Long-term inspection and maintenance plans for privately-owned permanent stormwater management facilities are required and must be submitted with the City Grading Permit Application.

State Stormwater Requirements

Any activities causing land disturbance of an area greater than or equal to one acre must apply to the MPCA NPDES General Stormwater Permit for Construction Activity. This permit program includes requirements such as project SWPPP content, managing stormwater runoff during construction with erosion and sediment control best management practices (BMPs), and permanent post-construction stormwater management requirements.

More information regarding this permit program and requirements may be found at:

<http://www.pca.state.mn.us>