



2015 First Avenue N. * Anoka, Minnesota * 55303

Permit No. 2014

LAND DISTURBANCE PERMIT APPLICATION

Applicant Information

Applicant: _____

Address: _____

Email: _____

Phone: _____ Fax: _____

Property Owner Information

Owner: _____

Address: _____

Email: _____

Phone: _____ Fax: _____

Project Information/Details

Start Date: _____ Completion Date: _____

Location of Work: _____

Description of Work: _____

Land Disturbance Area: _____ Wetland Impact Area: _____

The applicant is required to submit (3) copies of the Land Disturbance and Erosion Control Plan (LDECP) with this permit application (See City Code Section 38-177 for the plan requirements).

The undersigned hereby represents upon all of the penalties of law, for the purpose of inducing the City of Anoka to take action herein requested, that all statements herein are true and that all work herein mentioned will be done in accordance with the Ordinance of the City of Anoka and the laws of the State of Minnesota.

Applicant Signature Date

Owner Signature Date



Land Disturbance and Erosion Control Plan (LDECP) Requirements:

- *Erosion and Sedimentation Control Items:*
 - o Identification and use of the “best management practices” for temporary erosion and sedimentation control as recommended by the MPCA in its publication “Protecting Water Quality in Urban Areas,” (2000), or as amended, including but not limited to: Perimeter erosion control devices, including but not limited to silt fencing; phased grading; temporary seeding; rock construction entrance; storm drain inlet protection devices; removal of all debris, dirt and soil from impervious ground surfaces including abutting public or private roadways and sidewalks in connection with the subject property; sediment basins and flow diversions; and any other erosion control and sedimentation device deemed necessary by the City.
 - o Identification of all permanent erosion control measures and a completion schedule.

- *Tree Preservation Items:*
 - o An accurate inventory of significant trees (any existing, healthy, living tree eight (8) inches diameter at breast height or greater in size) on the subject property, including identification of the size, species, condition, and location of each significant tree.
 - o Identification of all significant trees on the subject property proposed to be removed or that will be lost as a result of the land disturbing activity.
 - o Identification of measures to be utilized to protect and preserve the significant trees proposed to be preserved.

- *Drainage and Grading Items:*
 - o Identification of all measures to protect water bodies and wetland areas.
 - o If applicable, the plans must be consistent with any approved subdivision grading plan.
 - o Methods of controlling dust.
 - o Plans for controlling site runoff.
 - o The plan shall not adversely impact neighboring properties.
 - o The plan shall minimize any irreparable adverse impacts to natural resources upon the subject property.
 - o The plan shall provide for and include any of the following temporary safety requirements if the City determines that all, or a combination thereof, of the following requirements are necessary for the protection of public safety, health and welfare:
 - Any slope of 3:1 or greater that is adjacent to a project property line and which is deemed dangerous by the City must be properly fenced;
 - Banks, fill, or any depression or mound must be sloped or leveled off or otherwise placed in such condition at any time as not to be dangerous because of sliding or caving banks, and so as to minimize or stop erosion or dust during or after the grading operation; and
 - Any graded or ungraded area must be properly drained, filled, or leveled off so as to make the same safe and healthful, unless otherwise approved by the City.

- *Site Plan Items:*
 - o The names, addresses, telephone numbers, and fax numbers of the applicant, owner, developer, engineer and contact person.
 - o The section, township and range, north point, date and scale of drawing, and number of sheets.
 - o Plat names and block, lot, and outlot boundaries for adjacent platted properties and full property identification numbers for adjacent unplatted properties.
 - o Delineation of the subject property and the location of existing and proposed buildings, structures and impervious surfaces on the subject property.
 - o Location and indication of demolition, relocation or abandonment of existing structures, driveways, septic systems and wells.
 - o Existing underground and overhead utilities, easements and rights-of-way.
 - o Topographical data, including existing (dashed) and proposed (solid) contours at vertical intervals of not more than two (2) feet, except that contour lines shall be no more than one hundred (100) feet apart



- *Site Plan Items continued:*
 - o The location and size of all existing sanitary sewer, water or storm sewer, and services on or adjacent to the property.
 - o Identification of all water bodies located on or within thirty (30) feet of the subject property's boundaries, including the Normal Water Level (NWL), the High Water Level (HWL), and the Ordinary High Water (OHW) elevations.
 - o The location and direction of natural drainage patterns on and immediately adjacent to the site.
 - o A description of the soils at the site.
 - o If applicable, the location of the ten (10) year and one hundred (100) year flood plains, flood fringes, and flood ways.
 - o Delineation of all areas to be graded or excavated, and the limits of land disturbing activity.
 - o Identification of the location of dirt or soil storage or stockpile area to be utilized on the subject property.
 - o The estimated time required to complete the proposed work and the amount of material to be moved on the site and the amount to be removed from the site.
 - o A landscape plan, drawn to appropriate scale, including dimensions and distances, and the location, type, size, and description of all proposed landscape materials that will be added as part of the development.
 - o Location and dimensions of permanent erosion control measures.
 - o Location of any proposed septic system.
 - o Any other information pertinent to the particular project which in the opinion of the applicant or the City is necessary for the review of the project.

Reference Notes:

- 1) See City Code Section 38-177 for complete land disturbance requirements.
- 2) *Land disturbing activity* means any land change, including but not limited to, clearing, grading, excavating, transporting and filling of land, which may result in soil erosion from water or wind and the movement of sediments into waters or onto adjacent properties.
- 3) Land Disturbance Permit required when:
 - a. Projects with land disturbance of 10,000 square feet or more in size
 - b. Any land disturbing activity that changes the existing or natural contour of the land which affects drainage or natural resources, such as slopes, trees or water bodies
 - c. Any alteration of land that changes the elevation by more than five (5) feet from the existing contour of the ground on any contiguous one thousand (1,000) or more square feet of ground