

Grading Permit Plan Requirements

A SITE MAP AND GRADING PLAN ARE REQUIRED TO BE SUBMITTED WITH THE FOLLOWING INFORMATION:

(If the following is not included with grading permit app. it shall be considered incomplete and will result in return of the application and delay of permit acceptance).

GENERAL

1. Final plan is signed by a registered professional if greater than 1 acre disturbed.
2. Completed grading permit application submitted to the City with the grading plan.
3. Plan is 1"=50' or larger scale. North arrow shown.
4. Name and address of the owner are shown.
5. Property limits are shown. Streets are labeled. Lot & Block information shown if platted. Street address shown if unplatted.
6. Plan is drawn in two-foot contours. All finished contours and adequate existing contours are labeled.
7. Existing contours are dashed and proposed are solid.
8. Directional arrows are shown for proposed drainage.
9. Details of terrain and drainage are provided for areas adjacent to the proposed grading a minimum of 100' from the property limits.
10. Existing public and private utilities are shown.
11. Wetland areas are shown and protected with locations of wetland buffer monuments shown according to City Code.
12. All proposed lot corner elevations are shown.
13. Proposed walk is shown for commercial/industrial sites.
14. Copies of Rice County or MN/DOT permit obtained for work in their Right Of Way.
15. The following areas are tabulated (in acres):
 - Total project area, total impervious and pervious surface areas of project. Existing impervious surface if any.
 - Total estimated impervious and pervious surface areas of ultimate development.
16. Copy of signed MPCA Subdivision Registration Agreement if part of a larger development.
17. If site is greater than or equal to 1 acre disturbed, a Storm Water Pollution Prevention Plan (SWPPP) Sheet is included with project plans per MPCA NPDES General Permit for Construction requirements.

EROSION CONTROL & TURF ESTABLISHMENT

1. Copy of the NPDES General Permit for Construction Application (if disturbance is greater than or equal to 1 acre).
2. Adjacent property protected from drainage and sediment.

3. Location of stabilized vehicle exit(s) designed to reduce sediment tracking.
4. Locations of silt fence are provided to protect adjacent property and water bodies from receiving untreated runoff. Silt fences shall follow contour lines with ends flared uphill to provide storage capacity. If silt fence is used in concentrated flow areas it is "heavy duty" type or other City accepted BMP (Best Management Practice).
5. Temporary or permanent cover is indicated for all disturbed areas. Temporary seeding specifies seed mix and includes disk-anchored mulch. Permanent cover specifies topsoil, seed mix and disk anchored mulch, or topsoil and sod.
6. At a minimum, disturbed slopes in excess of 3:1 and slopes longer than 30' in excess of 4:1 are seeded and protected with erosion control blankets or they are sodded and staked. Blanket category specified per MnDOT 3885.1. Plan depicts required blanket locations.
7. For sites where temporary or permanent cover will not be complete by November 15, plan indicates adequate measures to control spring erosion & sedimentation.
8. Plan has a designated concrete washout area on site.

TEMPORARY SEDIMENTATION BASINS

1. Temporary sediment basins must be provided if ≥ 10 disturbed acres discharge to a common location. Otherwise highly recommended for areas greater than 5 acres and sized to retain 0.5" of runoff in 24 hours from the drainage area.
2. Location of principal and emergency spillway designed per BMP storm frequency standards.
3. Fenced if slopes exceed 4:1 and indicated on plan.
4. Plan requires any permanent or temporary sediment ponds to be constructed before grading begins, included on phasing portion of plan.

PERMANENT PONDS

1. 50 scale or larger grading plan with pond cross-section.
2. Where possible, provide a fore bay at the inlet; locate inlet and outlet at opposite ends of pond.
3. Multi-cell design where practical.
4. 10:1 bench is provided for first 1 foot of depth below normal water elevation.
5. 4:1 max slope from normal water elevation to 100-year water elevation.
6. 3:1 max slope below normal water elevation.
7. Pond depth is 4 to 10 feet based on normal water level.
8. Normal water level and 100-year high water level elevations are shown.
9. Inlets are at or below normal water level.
10. If pond remains private property an operation and maintenance schedule including inspection frequency to ensure proper pond operation is submitted with the grading permit application.
11. A maintenance access bench provided to pond inlet, outlet, and skimmer structure(s). Maintenance access shall be 8-foot width minimum and shall provide area for turnaround of maintenance vehicles.