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Vermillion River Watershed Joint Powers Organization

14955 Galaxie Avenue, Apple Valley, MN 55124, 952.891.7000, Fax 952.891.7588

## Pre-Application Project Information

Permitting of construction projects and land disturbance activities is being administered by the Vermillion River Watershed Joint Powers Organization (VRWJPO) in this city or township. A permit must be obtained from the VRWJPO **before** submittal of an application to the local Planning Commission for a city or township building or other permit.

For questions about VRWJPO permitting, please contact:

Primary Contact: Mark Ryan, Water Resources Engineer

Email: [mark.ryan@co.dakota.mn.us](mailto:mark.ryan@co.dakota.mn.us)

Phone: (952) 891-7596

### Providing Information to the VRWJPO to Determine If a Permit Is Required

VRWJPO staff can answer questions about whether a permit is needed via phone or email; however, email is preferred for attaching drawings or other information. VRWJPO staff will try to determine whether a permit is needed within five business days.

Please be prepared to provide and discuss the following information:

1. Your contact information (name, phone number, email address, and mailing address).
2. The location of your proposed project (address, section/ $\frac{1}{4}$  section info., and/or nearby roads and waterbodies).
3. Description of your proposed project, including but not limited to:
  - a. What are you planning to do?
  - b. How much land will be disturbed?
  - c. What is the location of project relative to the parcel boundaries or waterbodies?
  - d. What is the timeframe for completion of the project?
  - e. Are you using a contractor or doing the work yourself?
  - f. Does the project make > 1 acre of new impervious (roofs, pavement, gravel)?
  - g. Do you anticipate other environmental permits are needed (wetlands, MPCA construction stormwater for sites > 1 acre, etc.)?

A lot of the helpful information for permitting can be provided on one site figure. **The Dakota County GIS Mapping tool** can be very useful in making a figure:

<http://gis.co.dakota.mn.us/dcgis/>

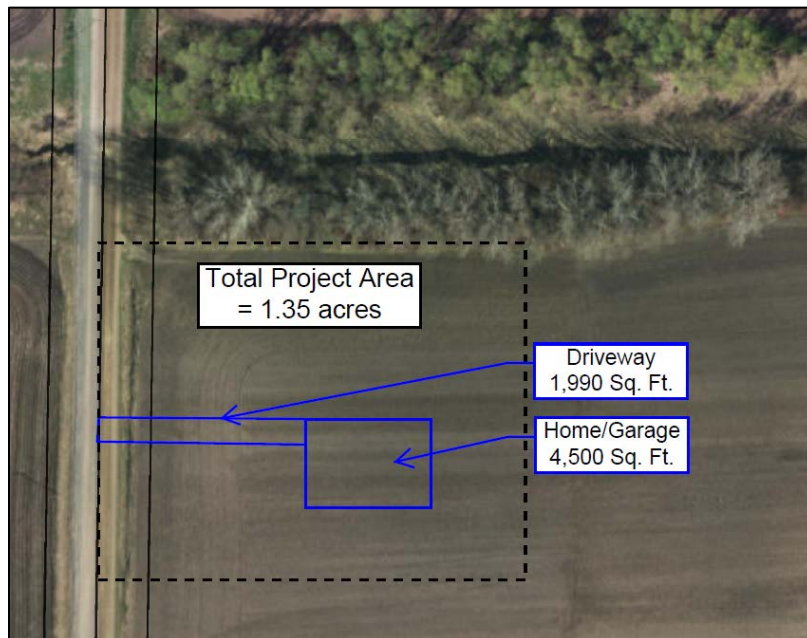
**Please refer to the back of this sheet for more information and an example map.**

## Exemptions

Per Section 8.05 of the VRWJPO Rules, land disturbances meeting the following criteria may be exempted if there is no direct threat to a water resource from the activity:

1. Project covers less than five thousand (5,000) square feet in area, or
2. Project involves movement of less than thirty (30) cubic yards of soil, or
3. Project does not change existing contours or drainage.

## Example Project Map Made Using County Mapping Website



This is a made-up example for a new home where the total project area is 1.35 acres due to grading even though the house/garage area is < 5,000 square feet. This project would require a permit. The map shows the total project area, new impervious area, and a nearby waterbody.

## If a Permit Is Required

If a permit is necessary for your project based on the information provided, the application form and other relevant forms should be completed. VRWJPO staff can provide the application, and the application may be available in the office of this city or township with the building permit application forms.

Application forms and the governing VRWJPO Rules are also located on our website at:

<http://www.vermillionriverwatershed.org/get-involved/regulations-policies/>

- See the application for permit review timeframes, as some activities require VRWJPO Board approval at an official meeting.
- VRWJPO staff can assist homeowners with erosion control plans showing placement of erosion/sediment control measures (like silt fence) for smaller sites.
- Larger and more complex sites may require submittal of full construction plans, stormwater modeling, or other information to obtain a permit (see the Rules).