



Vermillion River Watershed Joint Powers Organization

4100 220th Street West, Suite 103, Farmington, MN 55024, 952.891.7000, Fax 952.891.7588

Vermillion River Watershed Joint Powers Organization (VRWJPO) Watershed and Land Disturbance Permit Application

Project Name:		Application/Permit # (to be assigned):	
		Date of Receipt:	
Owner Name:		Owner Mailing Address:	
Owner Contact Phone Numbers/Email		Project Location	
Home:		Address: <input type="checkbox"/> (Check if same as above)	
Cell:			
Alt. #, if preferred (Work/Fax):			
Email Address:		Parcel ID Number (if known):	
Project size/area of land disturbed (Acres or Sq. Feet):		Township, Range, Section (if known):	
Type of Project: (check all that apply)			
Land Disturbance for principal structure ^b		Drainage Alteration	
If a lot will be split or created, check secondary box			
Land Disturbance for accessory structure ^a		Floodplain Alteration	
If a lot will be split or created, check secondary box			
Land Disturbance with no structure		Wetland Alteration	
If a lot will be split or created, check secondary box			
Project Description:			
Owner's Authorized Agent, Engineer, or Developer:			
Name and Firm:		Mailing Address:	
Office Phone:		Email:	
Cell Phone:		Fax Number:	

Applicable VRWJPO Rules and Standards

The VRWJPO Rules and Standards are available on the VRWJPO website at the following location:
<http://www.vermillionriverwatershed.org/get-involved/regulations-policies/>

Permit Application Review Timeframes

VRWJPO staff will attempt to review applications within 7 business days. However, projects involving the following activities require approval by the VRWJPO Board and will require longer review timeframes:

- Projects with variance requests
- Land disturbances greater than 40 acres in area
- Projects/sites with greater than 1 acre of new impervious surfaces created
- Sites where grading constitutes a drainage alteration

Board meetings are typically held on the fourth Thursday of each month (except Nov/Dec.). If Board approval is required, complete applications are needed ten (10) days prior to the meeting to allow for staff review. The VRWJPO Calendar is located at: <http://www.vermillionriverwatershed.org/news-events/calendar/>

Permit Application Fee and Escrow Amount – to be paid with your application:

Calculate the required amount by totaling the amount from items A through F below for all applicable categories. If item G applies, consult with VRWJPO staff. Include the Permit Fee Deposit with your application. Checks payable to the Vermillion River Watershed Joint Powers Organization or VRWJPO.

Permit Application Fee (one-time, non-refundable payment):

A. Permit application processing fee...

Fee	Fill in Amount
...\$10	

Escrow Amount for Review and Inspections:

- A. Land disturbance less than one acre in size
 - a. For accessory structure^a or with no structure...
 - b. For principal structure^b...
- B. Land disturbance more than one acre in size^c...
- C. More than one acre new impervious surface created^c...
- D. Drainage alteration^c...
- E. Floodplain alteration^d...
- F. Wetland alteration^e...
- G. Buffer Implementation^f...

...\$500	
...\$1,000	
...\$2,000	
...\$2,000	
...\$2,000	
...\$2,000	
...\$0	
...\$TBD	

TOTAL PERMIT FEE AND ESCROW AMOUNT

\$

^a Accessory structure: A structure or anything built to support the use of a principal structure such as (but not limited to) a garage, driveway, retaining wall, swimming pool, or minor outbuilding.
^b Principal structure: Primary dwelling or place of business such as home, major outbuilding, or commercial building.
^c See “Security Required” box below
^d Shoreland and Floodplain alterations in townships are administered by Dakota County and require a separate permit
^e No escrow required assuming that applicant obtains Wetland Conservation Act (WCA) permits from the local governmental unit (LGU).
^f An escrow to cover reasonable costs for the implementation of a buffer will be determined on a site-specific basis due to the variability in buffer size.

Security Required (if applicable) – to be provided as cash or irrevocable, renewable letter of credit:

Site Description	Drains to Non-Trout Reach*	Drains to Trout Reach*
Site disturbs less than one acre or is only a permitted wetland alteration	No security	No security
Disturbs less than 3 acres of land AND creates less than 1 acre of new impervious surfaces	\$500 per acre	\$1,000 per acre
Disturbs more than 3 acres of land AND/OR creates more than 1 acre of new impervious surfaces	\$3,000 per acre	\$5,000 per acre

Required Security = \$ _____ /acre x _____ acres = \$ _____ (rounded down to nearest "0")

Example: Required Security for 2.5 acre site creating 0.5 acres of new impervious along a trout stream reach:
 Required Security = \$1,000/acre x 2.5 acres = \$2,500 security deposit

*Refer to the MN DNR’s website link below for a map of DNR designated trout streams within the VRWJPO.
http://files.dnr.state.mn.us/maps/trout_streams/south/map_15.pdf

VRWJPO Escrow Agreement:

1. By signing the application form, the applicant enters into an Escrow Agreement with the VRWJPO.
2. The Escrow Account will be used to pay the actual costs incurred by the VRWJPO for field inspection, corrective actions implementation, and other activities related to the review and oversight of permitted activities. The VRWJPO may also use escrow dollars for costs it incurred for site review and engineering services during the development of permitted activities. Actual costs include all VRWJPO staff time and any outside consultant costs and printing, copying and mailing costs. VRWJPO staff time shall be charged at a rate of \$100 per hour.
3. If at any time the actual costs should exceed the escrowed amount, the applicant shall remit additional funds into the escrow fund when requested by the VRWJPO. If the applicant fails to replenish the escrow as requested, the VRWJPO may revoke the permit or withhold the Certificate of Completion.
4. Any remaining funds in the escrow at the conclusion of the project shall be refundable to the applicant when all actual costs are paid and the administration of the escrow has been completed.

General Conditions:

1. The Permittee grants to the VRWJPO, and its agents, officers and contractors, a license to enter the Project to perform any inspections or work authorized by the Permit or any applicable law. This license shall expire after acceptance of the work by the VRWJPO and issuance of a Certificate of Completion.
2. The Permittee shall indemnify, defend and hold the VRWJPO and its agents, employees and officers harmless for all claims made by itself and third parties for damages or loss sustained or costs incurred, including engineering and attorneys’ fees, as a result of Permit issuance or construction of the Project.
3. By acceptance of the Permit, the Permittee acknowledges and agrees to perform and be bound by all general and special terms and conditions of the Permit.
4. Deviations by the Permittee from an approved VRWJPO Project permit require the applicant to resubmit materials for review and approval.

I hereby certify that I understand and accept the terms of the escrow agreement and general conditions described above and that the information provided in this permit application and with all materials and documents required for submission with the permit per the Rules are correct to the best of my knowledge. I understand that submission of this application and fees does not constitute a valid permit until final approval has been granted by the VRWJPO.

Signature of Owner:	Signature of Owner’s Authorized Agent:
Date Signed:	Date Signed:
Name (please print):	Name (please print):