



44 Lake Street South, Suite A, Forest Lake, MN 55025

Phone 651.395.5850 Fax 651.395.5851 www.clflwd.org

## PERMIT APPLICATION

Return Application to:

**Comfort Lake – Forest Lake Watershed District**  
 44 Lake Street South, Suite A  
 Forest Lake, MN 55025  
 Phone: (651) 395-5850  
 Fax: (651) 395-5851  
 Email: [Emily.Heinz@clflwd.org](mailto:Emily.Heinz@clflwd.org)

**TO BE COMPLETED BY DISTRICT:**

PERMIT NUMBER \_\_\_\_\_  
 AMNT RECD. (E + F) \_\_\_\_\_ DATE \_\_\_\_\_  
 RECD. FROM \_\_\_\_\_  
 DATE APPLICATION RECD. \_\_\_\_\_  
 DATE OF EXTENSION \_\_\_\_\_  
 DATE PERMIT APPROVED \_\_\_\_\_

**A** Name of Project: \_\_\_\_\_ Date: \_\_\_\_\_  
 Purpose/Description of Project: \_\_\_\_\_  
 \_\_\_\_\_  
 Location of Project (street address, if known): \_\_\_\_\_  
 City or Township: \_\_\_\_\_  
 Legal description: Section: \_\_\_\_\_ 1/4 Section: \_\_\_\_\_ Township: \_\_\_\_\_ N. Range: \_\_\_\_\_ W

**B** Total Size of Project Site: \_\_\_\_\_ Amount of New Impervious Surface Proposed for Project: \_\_\_\_\_  
 Resulting Total Percent of Impervious for Whole Site: \_\_\_\_\_ Acreage to be Graded: \_\_\_\_\_

**C** Name of Authorized Agent: \_\_\_\_\_  
 Representing: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_  
 Day Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 SIGNATURE OF, OR ON BEHALF OF AUTHORIZED AGENT: \_\_\_\_\_  
 Print Signers Name and, if in representative capacity, Title: \_\_\_\_\_

**D** Name of Property Owner (Applicant): \_\_\_\_\_  
 Owner's Street Address: \_\_\_\_\_  
 Owner's City: \_\_\_\_\_ Owner's Zip: \_\_\_\_\_ Owner's Email: \_\_\_\_\_  
 Owner's Telephone: \_\_\_\_\_ Owner's Fax: \_\_\_\_\_  
 I authorize the above signed party, if any, to act as my agent and otherwise represent me in all communications with the CLFLWD concerning this application.  
 SIGNATURE OF OWNER SIGNATURE (APPLICANT) (REQUIRED): \_\_\_\_\_  
 Print Signers Name and, if in representative capacity, Title: \_\_\_\_\_



## PERMIT APPLICATION

### Permit and Field Inspection Fee Deposit

**E** Permit Application for Approval of:  
(check all that apply)

Permit Application Fee  
 Application Fee (nonrefundable) \$ 10 \_\_\_\_\_

**Field Inspection Fee Deposit (CLFLWD cost of inspection, analysis, and compliance monitoring)**

Rule 2.0 Stormwater Management:  
 Rule 2.2a - Land Development-Subdivision of 3 lots Within 1,000 feet of a public water and 4 lots elsewhere \$2,000 \_\_\_\_\_  
 Additional lots greater than above standard \$100/additional lot \_\_\_\_\_  
 Rule 2.2b-d – All other stormwater rule applications \$3,000 \_\_\_\_\_

Rule 3.0 Erosion Control:  
 Activities/Grading less than 1 acre \$1,000 \_\_\_\_\_  
 1.0 - 4.99 acres \$1,250 \_\_\_\_\_  
 5.0 - 19.9 acres \$1,500 \_\_\_\_\_  
 20 or more acre \$2,000 \_\_\_\_\_

Rule 4.0 Lake, Stream, and Wetland Buffer Requirements \$1,500 \_\_\_\_\_  
 Rule 6.0 Stream and Lake Crossings \$1,500 \_\_\_\_\_  
 Rule 7.0 Floodplain and Drainage Alterations \$ 500 \_\_\_\_\_

**TOTAL PERMIT and FIELD INSPECTION FEE DEPOSIT** \_\_\_\_\_

**FIELD INSPECTION FEE DEPOSIT WILL BE CUMULATIVE FOR EACH APPLICABLE CATEGORY.** When a project is approved by the CLFLWD Board, the deposit must be replenished to the deposit amount by the applicant before the permit will be issued, to cover actual costs incurred to monitor compliance and address non-compliance with the CLFLWD Rules. **ANY COSTS INCURRED BY THE CLFLWD GREATER THAN THE DEPOSIT BALANCE WILL BE BILLED TO THE APPLICANT.** Any unused portion of the deposit balance will be returned to the applicant when the Board determines that the work has been completed under the permit.

### Performance Financial Assurance Deposit

**F** **Additional Project Information (required)**

The CLFLWD Board will determine a performance financial assurance amount in addition to the Permit and Field Inspection Fee Deposit. The amount of the financial assurance will be based on the following criteria.

Total Area of Disturbed Land Surface as a Result of This Project (acres) \_\_\_\_\_

Estimated Construction Cost of Stormwater Management Facilities (includes ponds, pipes, etc.) \$ \_\_\_\_\_

Call (651) 395-5850 if assistance in completing this form is required. Please attach drawings, plans and other data as outlined in the Comfort Lake – Forest Lake Watershed District’s *Permit Guidance and Information Handbook* or District Rules available upon request or on the District website at [www.clflwd.org](http://www.clflwd.org). Mail or deliver this form along with the appropriate Fee Deposit and the appropriate type and number of exhibits to the above address. Applying for this permit from CLFLWD does not excuse you from the need to obtain any permits that may be required from other governmental agencies.