



## 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  
 Email: [permitting@clflwd.org](mailto:permitting@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:	Range:

**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:			
Authorized Agent's Representative (if applicable):			
Street Address:			
City:	Zip:	Email:	
Day Telephone:		Fax:	
<b>SIGNATURE OF, OR ON BEHALF OF, AUTHORIZED AGENT:</b>			
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>I authorize the above-indicated authorized agent, if any, to act as my agent and otherwise represent me in all communications with the CLFLWD concerning this application.</i>			
<b>OWNER SIGNATURE (APPLICANT) (REQUIRED):</b>			
Print Signers Name and, if in representative capacity, Title:			



## E. Permit and Field Inspection Fee Deposit

### IMPORTANT INFORMATION (PLEASE READ):

**Field inspection fee deposit will be cumulative for the categories below.** When a project is approved by the CLFLWD Board, the applicant must replenish the deposit to the deposit amount before the permit will issue, to cover actual CLFLWD costs to review application materials, monitor permit compliance and address non-compliance. **Any cost 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 CLFLWD confirms that the work has been completed under the permit. On permit issuance, the applicant becomes the permittee and is legally responsible for a permit violation. A co-applicant or contractor may share responsibility for a violation. However, in the first instance, CLFLWD cost incurred will be assessed against the fee deposit even in this case.

### Permit Application for Approval of: (Check all that apply)

Permit Application Fee			
<input type="checkbox"/>	Application Fee (nonrefundable)	\$10.00	\$

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

Rule 2.0 Stormwater Management			
<input type="checkbox"/>	Rule 2.2.1(a) – Subdivision resulting in 3 lots	\$2,000.00	\$
<input type="checkbox"/>	Additional lots greater than above standard	\$100 / additional lot	\$
<input type="checkbox"/>	Rule 2.2.1(b-d) – All other stormwater rule applications	\$3,000.00	\$
Rule 3.0 Erosion Control			
<input type="checkbox"/>	Activities/Grading less than 1 acre	\$1,000.00	\$
<input type="checkbox"/>	1.0 – 4.99 acres	\$1,250.00	\$
<input type="checkbox"/>	5.0 – 19.99 acres	\$1,500.00	\$
<input type="checkbox"/>	20.0 or more acres	\$2,000.00	\$
Rules 4.0 – 7.0			
<input type="checkbox"/>	Rule 4.0 Lake, Stream, and Wetland Buffer Requirements	\$1,500.00	\$
<input type="checkbox"/>	Rule 6.0 Stream and Lake Crossings	\$1,500.00	\$
<input type="checkbox"/>	Rule 7.0 Floodplain and Drainage Alterations	\$500.00	\$
<b>TOTAL PERMIT AND FIELD INSPECTION FEE DEPOSIT</b>			\$

## F. Performance Financial Assurance Deposit

### 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.)	\$

### SUBMITTAL INSTRUCTIONS

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.