



## PERMIT APPLICATION

Return Application to:

**Comfort Lake - Forest Lake Watershed District**  
 44 Lake Street South, Suite A  
 Forest Lake, MN 55025  
 Phone: (651) 395-5859  
 Email: [mike.sandager@clflwd.org](mailto:mike.sandager@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.** Prior to permit approval and issuance by the Comfort Lake Forest Lake Watershed District (CLFLWD) Board, the applicant must submit a permit and field inspection fee deposit to cover CLFLWD costs of reviewing application materials, monitoring permit compliance, and addressing non-compliance. **Costs incurred by the CLFLWD greater than the deposit balance will be billed to the applicant.** Unused portions of the deposit balance will be returned to the party designated below when District staff confirm that the permit closeout requirements have been met. On permit issuance, the applicant becomes the permittee and is legally responsible for permit violations. A co-applicant or contractor may share responsibility for a violation. However, any CLFLWD costs incurred will be assessed against the fee deposit.

**Name of party to receive remainder of permit fee deposit upon closeout:** \_\_\_\_\_

**Address of party receiving remainder of permit fee deposit:** \_\_\_\_\_

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

Permit Application Fee			
<input type="checkbox"/>	Application Fee (nonrefundable)	\$10	\$

### 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	\$
<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	\$
Rule 3.0 Erosion Control			
<input type="checkbox"/>	Activities/Grading less than 1 acre	\$1,000	\$
<input type="checkbox"/>	1.0 – 4.99 acres	\$1,250	\$
<input type="checkbox"/>	5.0 – 19.99 acres	\$1,500	\$
<input type="checkbox"/>	20.0 or more acres	\$2,000	\$
Rules 4.0 – 7.0			
<input type="checkbox"/>	Rule 4.0 Lake, Stream, and Wetland Buffer Requirements	\$1,500	\$
<input type="checkbox"/>	Rule 6.0 Stream and Lake Crossings	\$1,500	\$
<input type="checkbox"/>	Rule 7.0 Floodplain and Drainage Alterations	\$500	\$
<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



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

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Phone 651.395.5850 | [info@clflwd.org](mailto:info@clflwd.org) | [www.clflwd.org](http://www.clflwd.org)

Call (651) 395-5852 if assistance in completing this form is required. Please attach drawings, plans and other data as outlined in the CLFLWD's Permit Guidance and Information Handbook. CLFLWD Rules available upon request or on the CLFLWD website at [www.clflwd.org](http://www.clflwd.org). Mail or deliver this form along with the corresponding fee deposit and required application materials to the above address. Applying for this permit from CLFLWD does not excuse applicants from the responsibility to obtain any other permits that may be required by governmental agencies. Applying for a CLFLWD permit does not constitute approval of proposed permit activities.