Bois de Sioux Watershed District

(320) 563-4185 | www.bdswd.com

PERMIT APPLICATION FORM

Please submit your complete application and supporting material to:
Bois de Sioux Watershed District, 704 Hwy 75 S, Wheaton, MN 56296

SECTION 1: GENERAL INFORMATION, CERTIFICATION & SIGNATURE

The Proposed Project includes the following:

- ☐ Section 2: Subsurface Drainage / Tiling
- ☐ Section 3: Surface Drainage / Ditching*
- ☐ Section 4: Ring Dikes, Levees, Berms
- ☐ Section 5: Other (inc. Utility work within Ditch Right of Way)
- ☐ Section 6: Culvert, Bridge, Road Improvements

Brief description of the Proposed Project:

Applicant Name _____ Applicant Phone # _____

Mailing Address _____

Mailing City _____ State _____ Zip _____

Applicant Email _____

Project County _____ Project Township _____

Section(s) & Quarter(s) _____

I certify that the information provided on this application and attached map is complete and accurate. I understand that if this information and/or map is found to be incomplete or inaccurate, the permit application may be denied. A permit decision issued based on false information may be rescinded. Starting construction/installation prior to receipt of an approved permit may subject the landowner to "after the fact" fees, which include a $250 administrative fees plus any applicable engineering, legal, or administrative fees incurred to process this application. These fees may be certified to the applicable County Auditor for collection with the parcel's property taxes.

I understand that this application satisfies only the Bois de Sioux Watershed District permitting requirements, and that I may need to acquire additional permits from Municipal, Township, County, State, Federal government units, or other agencies.

Applicant Printed Name _____ ☐ Check here if applicant is a Project Landowner

Applicant Signature _____ Date _____

All Other Project Footprint Landowners - Printed Name(s) & Signature(s). Additional Sheets May be Attached.

_____ Date _____

_____ Date _____

_____ Date _____

_____ Date _____

_____ Date _____

Please note the Bois de Sioux Watershed District is subject to Minnesota Statute 13.03 that states, "All government data collected, created, received, maintained or disseminated by a government entity shall be public unless classified by statute….". The Bois de Sioux Watershed District must provide inspection and/or copies of public data upon request.

SECTION 2: SUBSURFACE DRAINAGE / TILING

Tile projects that include controls to allow for the tile system to be "shutoff" when necessary are not restricted by drainage coefficient (Dc) limitations. Tile projects that do not include controls are restricted to a ¼" per day drainage coefficient. The drainage coefficient limitation applies to the design of the project outlet only. Required for all tile projects: erosion control/fabric and riprap is required at the project outlet. Recommend for tile projects: gate(s), pump controls.

The Drainage Coefficient is calculated by the formula:

design flow at the outlet in cubic feet per second ÷ acres drained ÷ 0.042

PROPOSED PROJECT

New or Additional	Change to Existing	**Please submit a Project Map that shows these features plainly labeled:**
☐	☐	Surface Inlets. Please number and describe each surface inlet type. Attach additional pages, if needed. Inlet#1: Inlet#2: Inlet #3: Inlet #4:
☐	☐	Control Structure(s) like gates, lift stations, stop logs, etc.
☐	☐	Culvert(s). Please include proposed sizes on your map.
☐	☐	Dike(s)/Levee(s)
☐	☐	Ditches/Ditching Activities
☐	☐	Gravity Outlet(s). Please use this labeling and numbering on your map. Attach additional pages, if needed. Please describe each pipe diameter, dual wall or single wall, each pipe slope, and each drainage area. Gravity #1: Gravity #2: Gravity #3 Gravity #4:
☐	☐	Pump Outlet(s). Please use this labeling and numbering on your map. Attach additional pages, if needed. Please describe diameters of each outlet pipe. Pump #1: Pump #2: Pump #3 Pump #4:

Please note an approved permit application from the Bois de Sioux Watershed District is required for new and/or changes to:

- **Outlet overflows**
- **Connections to public tile drainage systems**

SECTION 3: SURFACE DRAINAGE / DITCHING*

For the purposes of this application, "ditching" refers to removal of clay. Removal of topsoil does not require a permit from the Bois de Sioux Watershed District.

If the project is located within a road authority's right-of-way, the applicant must comply with all appropriate road authority requirements. The applicant is responsible for erosion monitoring, control, and remediation surrounding the proposed project area(s). Replacement of the first culvert downstream of the project may be required as a condition of the project permit; culvert sizing will be determined by the District Engineer.

Channel bottom width _____

Channel profile grade, % (vertical feet / horizontal feet x 100) _____

Average channel depth from field elevation _____

Channel side slopes, horizontal : vertical _____

Please describe the project in detail and what you will do with the excavated material/spoil.

ALSO REQUIRED: Please submit a Project Map that shows the features described above and clearly labeled. Please provide any available project profiles, survey drawings, cross-sections, and plan views.

SECTION 4: RING DIKE, LEVEES, AND BERMS

The District supports ring dike and levee projects that reduce flood risks to developed properties. Projects designed to protect undeveloped lands from flooding tend to cause adverse flood impacts in other areas, and therefore will generally not be permitted. Levees placed along channels or river banks are susceptible to failure. The District strongly recommends that applicants consult with a geotechnical engineer for the design and testing of their ring dike or levee. Floodplain regulations administered by the local County Zoning office and/or Minnesota Department of Natural Resources may apply separately to the proposed project; applicants are strongly encouraged to contact these entities.

1. Length of project, in feet _____
2. Proposed top elevation, NAVD 88 datum _____
3. Proposed top width, in feet _____
4. Proposed side slopes, horizontal : vertical _____
5. 100-year flood elevation (if known), NAVD 88 datum _____
6. Source for determining 100-year flood elevation (USGS gage, FIRM, etc) _____
7. Approx. flood of record elevation (if known), NAVD 88 datum _____
8. Are you using any public roads are part of your levee/ring dike? _____
   If yes, permission from the respective road authority is required.
9. Have you determined if a Flood Insurance Rate Map (FIRM) exists for the project area? _____
10. Was a geotechnical engineer utilized for the design of the ring dike/levee? _____

ALSO REQUIRED: Please submit a Project Map that shows the features described above and clearly labeled. Please provide any available project profiles, survey drawings, cross-sections, and plan views.

SECTION 5: OTHER, INCLUDING UTILITY WORK

Please describe the project in detail:

Start Date

ALSO REQUIRED: Please submit a Project Map that shows the features described above and clearly labeled. Please provide any available project profiles, survey drawings, cross-sections, and plan views.

SECTION 6: CULVERT, BRIDGE, AND ROAD IMPROVEMENTS

New installation or changes to existing culverts, bridge, and roads can significantly impact flooding. The District may require the applicant to submit additional technical information in order to assess impacts. If construction will take place in the public road right-of-way, the applicant must receive prior approval from the regulating authorities (for example, township, county, MnDOT). Culvert Sizing: Must conform to the District's surface water management goals. Cost share may be available for private crossings when culverts are larger than 24" in diameter if they are located along the course of a legal drainage system, as defined by Minnesota Statutes Chapter 103E. Contact the District for further information.

Please describe the project in detail below or on attached sheet(s).
Please indicate if the road project includes regrading or reconstruction of ditches.

For each New or Replacement Culvert please provide:

1. Watershed upstream of proposed culvert, in acres
2. Size of proposed culvert
3. Proposed upstream culvert invert elevation, if known, using NAVD 88 datum
4. Proposed downstream culvert invert elevation, if known, Using NAVD 88 datum
5. If proposing a replacement or addition to an existing culvert, Provide the size and material type of the existing culvert

For each New or Improved Road please provide:

1. Describe the road project (start and stop locations, re-grade, overlay, complete reconstruction, new road, etc)
2. Length of road project, in feet
3. Existing road centerline elevation at the lowest point, using NAVD 88 datum
4. Proposed road centerline elevation at the lowest point, using NAVD 88 datum

ALSO REQUIRED: Please submit a Project Map that shows the features described above and clearly labeled. Please provide any available project profiles, survey drawings, cross-sections, and plan views.