



City of Monona

Erosion Control and Stormwater Management Permit Application

Date:	Applicant Name:
Project Name:	Applicant Address:
Project Address:	Applicant Phone:
Landowner Name:	Site Contact Name:
Landowner Address (Mailing):	Site Contact Phone:
Landowner Phone:	Site Contact Email:
Landowner Email:	Emergency/After Hours Contact Name (If different than above):
Plan Prepared By:	Emergency/After Hours Contact Phone (If different than above):

** Applicant Name should be the individual responsible for drafting and supervising work associated with the approved erosion control and stormwater management plan for the construction site. This individual will be the City's primary contact.
 *** Landowners are ultimately responsible for any violations of the erosion control or stormwater management plan and are the entities responsible for carrying out the requirements of any long term stormwater maintenance for the property.

<p><u>Land Disturbance and Impervious Areas:</u></p> <p>Existing Impervious Area (sq. ft.): _____</p> <p>New Impervious Area (sq. ft.): _____</p> <p>Total Area (sq. ft.) of Soil Disturbance: _____</p> <p>Is Any Soil Disturbance Occurring Below the Elevation of 847.7'? (Please highlight or Circle One)</p> <p style="text-align: center;">YES or NO</p>	<p><u>Permit Fee Calculation:</u></p> <p><u>Erosion Control Fee: \$250.00</u> * Required for projects with 4,000 sq. ft. disturbance or greater, or excavation and/or filling more than 400 CY, or disturbance of 100 feet of road ditch, grass waterway or other land area where surface drainage flows, or 125 feet of continuous disturbance, or projects with excavations along 12% or greater slopes.</p> <p><u>Stormwater Management Base Fee: \$250.00</u> * Required for projects meeting the activities listed in §216-8 of the City's Erosion, Stormwater, and Illicit Discharge Control ordinance. A separate escrow account may be required of an applicant for larger projects needing outside consulting review of hydrologic and hydraulic modeling. Escrow will also be required for any project whose anticipated construction term extends beyond 6 months or greater from the beginning of groundbreaking. All estimated costs for escrow will determined by the City's Public Works Director.</p>
<p>Conditions of Approval:</p> <ol style="list-style-type: none"> 1 All requirements on this checklist correspond to the requirements set forth in Chapter 15-2 of the City of Monona Code of Ordinances. 2 By submitting this application, permittee and landowner permit the Monona Public Works Director and his designees to enter project property for inspection or curative action and that the applicant agrees to contact the City at least 24 hours in advance of beginning land disturbing activities (Section 216-11 E.(3) of Monona Code of Ordinance). 3 The contractor shall perform erosion control inspections weekly and after every rainfall event exceeding .5" or after a significant melt event during the construction process and then repair or replace any/all erosion control items that are found to be damaged or missing within 4 hours of a submittal of the inspection report. 4 Contractor shall pay the City of Monona for re-inspections for any permit violations (this charge to include re-inspections, documentations, meetings and all related paperwork plus related fines). 	
<p>By submitting this application, permittee and landowner permit the City of Monona's designees to enter the construction site associated with this permit to perform routine inspections or curative actions (Section 216-11 E.(1) of Monona Code of Ordinances). The following signature hereby certifies the applicant understands the requirements of this permit.</p>	
<p>Landowner or Assigned Applicant Name (Print): _____ Date: _____</p> <p>Landowner or Assigned Applicant Signature: _____</p>	

Erosion Control Application Checklists

Please check the appropriate box:

I = Included; NA = Non-Applicable
(If "NA" is checked, an explanation must be entered.)

Plan Requirement	Applicant			Monona Engineer		Monona Public Works	
	I	NA	Explanation / Location in Plan	I	NA	I	NA
1. Property lines, lot dimensions and limits of disturbed area including disturbed areas within five (5) feet of the property line.							
2. Limits and quantities of impervious area, including, but not necessarily limited to, buildings, roads, driveways, parking lots, and indicate type of paving and surfacing material;							
3. All natural and artificial water features, ordinary high-water marks of all navigable waters, 100-yr flood elevations, and delineated wetland boundaries.							
4. Cross sections and profiles of channels, swales and road ditches.							
5. Culvert sizes.							
6. Direction of runoff flow (contours or runoff arrows).							
7. Watershed size for each contributing drainage area.							
8. Design discharge for ditches and structural measures (flow calculations).							
9. Runoff velocities in channels (feet/second, meters/second).							
10. Fertilizer and seeding rates (seed, fertilizer, and mulch).							
11. Time schedule for stabilizing exposed soil.							
12. Prevent gully and bank erosion and apply minimum standards for sheet and rill erosion: 5.0 ton/acre/yr. soil loss using USLE.							

Checklist continues, see next page

Application Requirement	I	NA	Explanation / Location in Plan	I	NA	I	NA
13. Description of how the site is to be developed (written description).							
14. Provisions for sequential steps mitigating the erosive effect of land disturbing activities (list of erosion control devices).							
15. Provisions to prevent mud-tracking off-site onto public thoroughfares during construction (stone tracking pad).							
16. Any other information necessary to reasonably determine the location, nature, and condition of any physical or							
17. Any proposed changes to the erosion control plan must be submitted and approved.							
18. Copies of permits or approvals by other agencies.							
19. Proposed schedule for completion and installation of all elements of the erosion control plan.							
20. Estimated cost of completion and installation of all elements of the erosion control plan.							

If stormwater management requirements are applicable, the stormwater checklist must be completed and attached.

Stormwater Management Application Checklists

*** Only fill out if it meets requirements of a stormwater management permit application according to City Ordinances as to permit requirements.*

Please check the appropriate box:

I = Included; NA = Non-Applicable
(If "NA" is checked, an explanation must be entered.)

Plan Requirement	Applicant			Monona Engineer		Monona Public Works	
	I	NA	Explanation / Location in Plan	I	NA	I	NA
1. Narrative describing the proposed project, including implementation schedule of designed practices.							
2. Identification of the entity responsible for long-term maintenance of the project.							
3. Map showing drainage areas for each watershed area.							
4. A summary of runoff peak flow rate calculations by watershed area for pre-development and post-development conditions.*							
5. Complete site plan (to scale and maximum size of 11" x 17") and specifications.*							
6. Engineered designs for all structural management practices.							
7. For new development, trap 5 micron soil particle (80% reduction in TSS) for the 1-year, 24-hour storm event.							
8. For redevelopment, trap 20 micron soil particle (40% reduction in TSS) for the 1-year, 24-hour storm event.							
9. For redevelopment with proposed impervious surface greater than 80% of existing, first 0.5 inch of runoff from impervious surfaces captured by green infrastructure.							
10. Treat first 0.5 inches of runoff for control of oil and grease from commercial or industrial areas. (see ordinance)							
11. Proof of stable outlet capable of carrying the design flow at a non-erosive velocity.							
12. All downspouts, driveways, and other impervious areas shall be directed to pervious surfaces, where feasible.							

Checklist continues, see next page.

Plan Requirement	I	NA	Explanation / Location in Plan	I	NA	I	NA
13. For New Development, a summary of infiltration calculations including predevelopment infiltration volume, calculated infiltration goal, and achieved post-development infiltration volume.							
14. Maintenance plan and schedule for all permanent stormwater management practices.							
15. Copy of Preliminary Review Letter, if applicable.							
16. Proposed schedule for completion and installation of all elements of the stormwater management plan.							
17. Estimated cost of completion and installation of all elements of the stormwater management plan.							
18. Evidence of financial responsibility to complete work proposed in plan.							
19. Copy of stormwater maintenance agreement required by s. 216-11(C)(4) for privately owned stormwater practices.							

* See stormwater Management Plan Notes Below

Stormwater Management Plan Notes

The summary table in plan requirement (4) must include the following:

- A) existing conditions peak flow rates
- B) post construction peak flow rates with no detention
- C) post construction peak flow rates with detention
- D) assumed runoff curve numbers
- E) time of concentration used in calculations

Complete site plan and specifications in plan requirement (5) must include the following:

** Note: Plan must be to scale with a maximum size of 11" x 17"

- A) property lines and lot dimensions
- B) all buildings and outdoor uses, existing and proposed, including all dimensions and setbacks
- C) all public and private roads, interior roads, driveways and parking lots, showing traffic patterns and type of paving and surfacing material
- D) all natural and artificial water features
- E) depth to bedrock
- F) depth to seasonal high-water table
- G) the extent and location of all soil types as described in the Dane County Soil Survey, slopes exceeding 12%, and areas of natural woodland or
- H) existing and proposed elevations
- I) elevations, sections, profiles, and details as needed to describe all natural and artificial features of the project
- J) soil erosion control and overland runoff control measures, including runoff calculations as appropriate
- K) detailed construction schedule
- L) copies of permits or permit applications required by any other governmental entities or agencies
- M) any other information necessary to reasonably determine the location, nature and condition of any physical or environmental features
- N) location of all stormwater management practices
- O) all existing and proposed drainage features
- P) the location and area of all proposed impervious surfaces
- Q) the limits and area of the disturbed area

City of Monona / NR 151 Standards

** WIDNR, Dane County, City of Monona Erosion Control
and Stormwater Management Permit Standards checklist.

Please check or circle the appropriate box:

I = Included; NA = Non-Applicable
(If "NA" is checked, an explanation must be entered.)

NR 151 Standards		Applicant			Monona Engineer		Monona Public Works	
		I	NA	Explanation / Location in Plan	I	NA	I	NA
1	<i>NR 151.105 Construction site performance standard (less than 1 acre land disturbance)</i>							
a.	Disturbed site less than 1 acre? (NR 151.105(1)(a))	Y	N	Yes = complete 1.b. & 1.c. No = NR 151.105 does not apply. Skip 1.b. & 1.c & go to #2 below.				
b.	BMP controls to prevent soil tracking onto streets							
c.	BMP controls to prevent or reduce discharge of sediment from disturbed areas into storm water inlets, adjacent waters of the state, drainage ways flowing off site, dewatering activities, eroding soil stockpiles							
2	<i>NR 151.11 Construction site performance standard (greater than 1 acre land disturbance)</i>							
a.	Disturbed site area less than 1 acre? (NR 151.11(2))	Y	N	Yes = Exempt from NR 151.11, skip #2.b., c. & d. and complete #1 above & #3 below. No = go to 2.b.				
b.	BMP controls to prevent soil tracking onto streets							
c.	BMP controls to prevent or reduce discharge of sediment from disturbed areas into storm water inlets, adjacent waters of the state, drainage ways flowing off site, dewatering activities, eroding soil stockpiles							
d.	BMP controls with no more than 5 tons/ac/yr soil loss during construction (written plan required including USLE evaluation)							
3	<i>NR 151.12 Post-construction performance standard</i>							
a.	Disturbed site area less than 1 acre (NR 151.11(2))	Y	N	Yes = Exempt from NR 151.12. Stop here. No = go to 3.b.				
b.	Redevelopment site with no increase in exposed parking lots or roads (NR 151.12(2)(c))	Y	N	Yes = Exempt from NR 151.12. Stop here. No = go to 3.c.				
c.	Regional treatment facility serves this development. Documentation on excess treatment capacity used by this project is required (NR 151.003)	Y	N	Yes = Exempt from NR 151.12. Stop here. No = go to 3.d.				
d.	For New Development, 80% reduction in TSS based on WinSLAMM or P8							
e.	For Redevelopment, 40% reduction in TSS based on WinSLAMM or P8							

f.	Peak discharge limited to predevelopment peak discharge rate for 2-yr, 24-hr storm							
g.	Project qualifies for infiltration exclusion per NR 151.12(5)(c)5. Explanation required.	Y	N	Yes = Excluded from NR 151.12(5)(c) infiltration requirement				
h.	Project qualifies for infiltration exemption per NR 151.12(5)(c)6. Explanation required.	Y	N	Yes = Exempt from NR 151.12(5)(c) infiltration requirement				
i.	Infiltration pretreatment system for parking lots and roadways prior to infiltration							
j.	Residential - Infiltrate 90% of predevelopment infiltration volume (Maximum of 1% of site area for infiltration system)*							
k.	Residential - Infiltrate 25% of post development runoff volume from 2-year, 24-hr storm (Maximum of 1% of site area for infiltration system)*							
l.	Commercial - Infiltrate 60% of predevelopment infiltration volume (Maximum 2% of site area for infiltration system)**							
m.	Commercial - Infiltrate 10% of post development runoff volume from 2-year, 24-hr storm (Maximum of 2% of site area for infiltration system)**							

* For residential sites not exempted from infiltration, either 3.i. or 3.j. must be included.
 ** For commercial sites not exempted from infiltration, either 3.k. or 3.l. must be included.

City of Monona Office Use Only

Zoning Approved by: _____ Date: _____

Permit Fees Payment Received On: _____

Form of Payment: _____

Payment Amount Received: _____/Check No.: _____

The following documents submitted (if necessary):

Erosion Control (EC) Attachments:

- Erosion Control Plan
- Site Grading Plans with Notes for Impervious Surfacing Totals
- Projected Project Timeline

Stormwater Management (SWM) Attachments:

- Stormwater Calculations and Model Results.
- Signed/Notarized Stormwater Maintenance Agreement and Check made out for \$30 to Dane County Register of Deeds.
- Copies of all other required permits (WDNR, Right of Way, Army Corps of Eng., Dane County Land/Water, Etc.).

Permit Approved and Issued by: _____ Date: _____