

**CITY OF AFTON**

**ADMINISTRATIVE PERMIT FOR  
LAND GRADING**

**DON'T FORGET TO CALL DIGGERS  
HOTLINE BEFORE YOU BEGIN!**

**FEE  
\$250**

**DEPOSIT  
\$1,000\***

**\*FEES ARE DEDUCTED FOR  
PROFESSIONAL PLANNING,  
ENGINEERING, AND ATTORNEY FEES**

**CITY OF AFTON  
GRADING PERMIT APPLICATION**

**(Reference Sections: 153.005, 157.44, 153.101 and 156.56 of the Afton Code)**

Owner	Address	City	State	Zip	Phone
Applicant (if different than owner)	Address	City	State	Zip	Phone
Email Address					
Project Address					
		<b>AFTON</b>	<b>MN</b>	<b>55001</b>	
Zoning Classification	Existing Use of Property	PID# or Legal Description			
Description of Request					
<p>By signing this application, the applicant agrees to pay all expenses incurred by the City of Afton. In connection with this request, your signature constitutes permission for a representative of the City of Afton to enter your property, during business hours, to evaluate this request. This may involve minor excavating or soil borings. If you would like to be present during this evaluation, please contact the City.</p>					
Signature of Owner/Applicant					Date
Make checks payable to <b>City of Afton:</b>					
<b><u>FEES:</u></b>		<b><u>ESCROWS:</u></b>		TOTAL: _____	
Fee	\$250	Escrow	\$1000	DATE PAID:	_____
				CHECK #:	_____
				RECVD. BY:	_____
<b>ATTACH COPY OF DEED OR PROOF OF OWNERSHIP TO APPLICATION</b>					

CITY OF AFTON

**GRADING PERMIT CONDITIONS**

DATE:

ZONING PERMIT #:

BUILDING PERMIT #:

OWNER:

STREET ADDRESS:

CITY: **AFTON** STATE: **MN** ZIP CODE: **55001**

LEGAL DESCRIPTION OF PROPERTY:

MUNICIPALITY: **AFTON** ZONING DISTRICT:

APPLICANT (IF OTHER THAN OWNER):

STREET ADDRESS:

CITY: **AFTON** STATE **MN** ZIP CODE **55001**

PERMITTED USES:

**SUBJECT TO THE FOLLOWING CONDITIONS OR RESTRICTIONS:**

\_\_\_\_\_ ADDITIONAL PERMITS REQUIRED: \_\_\_ Building \_\_\_ Septic \_\_\_ Conditional Use \_\_\_ Other

1. Construction shall not vary from the approved construction and site plans.
2. Building, septic, and conditional use permits are contingent upon compliance with notations and requirements contained therein.
3. These permits do not grant any special privilege to use said property in violation of any ordinances, regulations or laws.
4. Construction to commence within 180 days of issuance of permit: the permit is valid for a maximum of one year.
5. Permit holder is responsible to schedule inspections. Building and conditional use permits expire and become null and void after 180 days if inspections are not scheduled.

**WE ACCEPT THE CONDITIONS OF THIS PERMIT. IT IS UNDERSTOOD THAT ANY CHANGES FROM THESE PLANS MUST BE RESUBMITTED FOR APPROVAL.**

\_\_\_\_\_  
APPLICANT/OWNER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ZONING ADMINISTRATOR

\_\_\_\_\_  
DATE

## **Permit Application Requirements for Grading and Filling (Sections 153.005, 157.44, 153.101 and 156.56 of the Afton Code)**

### General Notes:

- A. Permit is required for moving a total of more than 50 cubic yards of material, either by hauling in or re-grading.
- B. Structures, sewage treatment systems, driveways, public roads and parking areas are permitted separately, and do not require the issuance of a separate grading and filling permit.
- C. Grading and filling is prohibited and permits will not be issued for any grading on scenic easements, bluff impact zones or wetlands.
- D. Grading and filling permits will not be issued by the City over public waters without first receiving a copy from the applicant of an approved Public Waters Use Permit from the DNR and the U.S. Army Corps of Engineers.

### **Additional Grading and Filling Guidelines**

- 1. Alterations must be designed and conducted in a manner that ensures only the smallest amount of bare ground is exposed for the shortest time possible.
- 2. Mulches or similar materials must be used, where necessary, for temporary bare soil coverage, and a permanent vegetation cover must be established as soon as possible.
- 3. Methods to minimize soil erosion and to trap sediments before they reach any surface water feature must be used.
- 4. Altered areas must be stabilized to acceptable erosion control standards consistent with the field office technical guides of the local soil and water conservation districts and the United States Soil Conservation Service.
- 5. Fill or excavated material must not be placed in a manner that creates an unstable slope.
- 6. Alterations of topography shall only be allowed if they are accessory to permitted or conditional uses and do not adversely affect adjacent or nearby properties, and do not cause the potential for erosion.
- 7. In the Lower St. Croix River Bluffland Shoreland District, slopes greater than 12% shall be preserved to the greatest extent possible.

**Applicants shall submit the following information for review by the City Administrator to apply for a Grading and Filling Permit:**

1. Site map drawn to scale showing the property line locations and the delineation of lands under the ownership of the applicant.

**COMPLETED BY APPLICANT:** \_\_\_\_\_

2. Existing and proposed site contour elevations, related to NGVD, 1929 datum. The site contour elevations shall extend to a point at least 100' outside of the property lines boundaries. The proposed site contours shall be presented in the form of a proposed grading plan showing the future drainage patterns, and the locations of any swales, ditches, etc. that will convey storm water across the site.

**COMPLETED BY APPLICANT:** \_\_\_\_\_

3. Approximate volumes and types of material to be graded, excavated, filled, imported or exported, in cubic yards.

**COMPLETED BY APPLICANT:** \_\_\_\_\_

4. Plan for vehicular ingress and egress at site during grading and filling operations. List of roads that will be used by trucks to move material to or from site.

**COMPLETED BY APPLICANT:** \_\_\_\_\_

5. Locations and types of temporary and permanent sediment control facilities shall be shown on the Plan. Sediment control facilities may include items such as silt fence, bale checks, fiber logs, sediment mat, rock check dams, sedimentation basins, vehicle tracking control, erosion mat, vegetative buffer strips, street sweeping, etc.

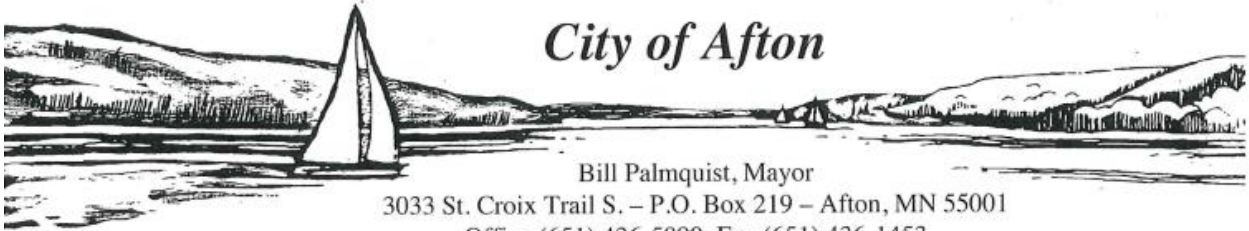
**COMPLETED BY APPLICANT:** \_\_\_\_\_

6. Locations and types of proposed turf establishment shall be shown on the plan, including seeding and sodding locations, seed mix designation, type and location of mulch, type and location of erosion control blanket, etc.

**COMPLETED BY APPLICANT:** \_\_\_\_\_

7. Locations of any temporary soil stockpiles shall be identified on the Plan, as well as sediment control facilities that will control erosion from the soil stockpiles.

**COMPLETED BY APPLICANT:** \_\_\_\_\_



## City of Afton

Bill Palmquist, Mayor  
3033 St. Croix Trail S. – P.O. Box 219 – Afton, MN 55001  
Office (651) 436-5090 Fax (651) 436-1453  
[www.ci.afton.mn.us](http://www.ci.afton.mn.us)

Annie Perkins - Ward 1  
Lucia Wroblewski - Ward 2

Stan Ross - Ward 3  
Randy Nelson - Ward 4

### **EXCAVATOR AND OPERATOR'S NOTICE**

**THIS NOTICE IS FOR ALL EXCAVATORS AND OPERATORS APPLYING FOR PERMITS INVOLVING EXCAVATIONS REGARDING YOUR OBLICATIONS TO COMPLY WITH MINNESOTA STATE STATUTE 216D.02 TO 2016D.07 AND ARE ATTACHED TO THIS NOTICE.**

**THIS NOTICE IS A REQUIREMENT OF STATE STATUTE 216D.03 TO 216D.07; NOTICE TO EXCAVATORS AND OPERATORS**

**PLEASE NOTE: THIS NOTICE IS POSTED SEPERATELY UNDER ANY PERMIT APPLICATION FORM IT APPLIES TO ON THE CITY'S WEBSITE**