



CITY OF TONKA BAY
 4901 Manitou Road
 Tonka Bay MN 55331
 952-474-7994
www.cityoftonkabay.net

**APPLICATION FOR
 FILLING AND
 EXCAVATION PERMIT**

Application Fee: _____ Escrow: _____ Filing Fee: _____

Applicant is responsible for accrued consulting fees from the City Engineer, City Planner, City Attorney, etc.

***Fee is subject to change per Resolution.**

TYPE OF WORK TO BE COMPLETED: FILL EXCAVATION **CUBIC YARDS:** _____

Description of Work:	
Grading Plan Date:	Erosion Control Installation Date:
Grading Start Date:	Site Grading Completion Date:
Building Construction Start Date:	Site Restoration Completion Date:

- Submit the following documents:**
- A site plan showing the dimensions and acreages of the site to be graded.
 - Four (4) sets of the final grading plan showing original and final contours of the site.
 - Four (4) sets of the erosion control plan showing all erosion control measures to be installed including final turf establishment and restoration.
 - A copy of an approved Minnehaha Creek Watershed District erosion control permit.
 - A copy of an approved NPDES permit (required if disturbance ≥ 1 acre).

LOCATION: PID: _____ LEGAL: LOT: _____ BLOCK: _____ SUBDIVISION: _____

PROPERTY ADDRESS: _____ PRESENT ZONING: _____

PROPERTY OWNER:

CONTACT NAME: _____ PHONE: _____

ADDRESS: _____ PHONE: _____

CITY/STATE/ZIP: _____ EMAIL: _____

APPLICANT:

CONTACT NAME: _____ PHONE: _____

ADDRESS: _____ PHONE: _____

CITY/STATE/ZIP: _____ EMAIL: _____

I fully understand that I must meet with City Staff to review all submission requirements and conditions prior to official submission, and that all of the required information must be submitted at least thirty (30) days prior to the City Council scheduled meeting dates to ensure review by City Staff.

 Property Owner Signature

 Printed Name

 Date

The following information is in support of the **FILLING AND EXCAVATION APPLICATION**:

1. Permit required

No person shall undertake, authorize, or permit any of the following actions without first having obtained the proper permit from the city:

- A. Any excavating, filling, or other change of more than ten cubic yards in the earth's topography in any designated wetlands, floodplain, or shore land district;
- B. Any excavating, filling, or other change in the earth's topography resulting in the movement of more than 50 cubic yards of material;

2. Permit not required

Notwithstanding the above, no permit shall be required for the following activities, except as required by the Minnesota Building Code:

- A. Earthwork undertaken in accordance with grading plans approved in conjunction with a building and site plan review or plat approval; or
- B. Earthwork, which will result in moving less than 50 cubic yards of material, provided the work does not take place in any designated wetlands, floodplain, or shore land district.

3. Restrictions

No person shall undertake, authorize, or permit any excavating, filling, or other change in the earth's topography which violates or is not in compliance with the proper permit issued by the city, including the approved plans and all terms and conditions of the permit.

4. Drainage

No land shall be developed and no use shall be allowed that results in water runoff causing flooding, erosion, or deposit of minerals on adjacent property. Such runoff shall be properly channeled into a watercourse, ditch, storm pond, or other appropriate facility subject to review and approval by the city engineer.

Additional Notes

- Make sure you give yourself enough time to receive approvals from all reviewing agencies.
- Additional permits may be required by the Minnehaha Creek Watershed District.
- If the filling or excavating takes place on a wetland, than you may have to fill out the Joint Application Form for Activities Affecting Water Resources in Minnesota.