Eau Claire COUNTY
LAND CONSERVATION

LARGE SITE
EROSION CONTROL PERMIT APPLICATION

LCD PERMIT #: EC –_____–_____

The following contacts are required at the time of application:

Property Owner: The person or entity holding title to the property or their legal representative. The applicant shall sign the permit application form in accordance with the items 1-5 listed below, after which the applicant may provide written authorization for others to serve as the applicant's representative: 1) In the case of a corporation, by a principal executive officer of at least the vice-president or by the officer's authorized representative having overall responsibility for the operation of the site for which a permit is sought; 2) In the case of a limited liability company, by a member or manager; 3) In the case of a partnership, by the general partner; 4) In the case of a sole proprietorship, by the proprietor, or; 5) For a unit of government, by a principal executive officer, ranking elected official or other duly authorized representative.

Planner: The primary contact for the preparation of erosion control plans. All plan review comments will be addressed to this contact.

Erosion Control Contractor: The primary contact for implementing and maintaining all erosion control measures during the construction phase and final site stabilization.

OWNER/OPERATOR INFORMATION		
Project Name:		
Name:		Phone Number:
Mailing Address:		
City:	State:	Zip:
E-mail Address:		

SITE LOCATION/INFORMATION		
Site Address:		
City:	State: WI	Zip:
Sec. ___, T _____ N, R_____W, Town of _____		Computer No. _____-_____-_____-_____

MUNICIPALITY					
☐Bridge Creek	☐Brunswick	☐Clear Creek	☐Drammen	☐Fairchild	☐Lincoln
☐Otter Creek	☐Pleasant Valley	☐Seymour	☐Union	☐Washington	☐Wilson

CERTIFICATIONS & SIGNATURES

I hereby certify that I meet the definition of "Property Owner" as stated above. I understand that I will become the "permit holder" once a permit is issued. I also understand by submitting this application, county staff may enter upon the subject site to obtain information necessary to administer the erosion control ordinance (Chapter 17.05 County Code of Ordinances).

Signature of Applicant:_____ Date:_____

I hereby authorize (name) _____ to serve as my representative for purposes of this application.

PROJECT PLANNER INFORMATION -required		
Name:		Phone Number:
Company Name:		Company Phone Number:
Mailing Address:		
City:	State:	Zip:
E-mail Address:		

GRADER/LANDSCAPER INFORMATION -required		
Name:		Phone Number:
Company Name:		Company Phone Number:
Mailing Address:		
City:	State:	Zip:
Email Address:		

All Large Site Erosion Control Plans shall contain the following, or see Large Site Permit Checklist:

Item #1: Narrative including:

- ❑ Describe the proposed land disturbing activity
- ❑ Describe the construction timeline and sequencing of grading activity
- ❑ Describe the Best Management Practices (BMPs) to be used during construction
- ❑ Describe the proposed methods to stabilize the site following the completion of construction
- ❑ Describe who is responsible for final stabilization

Item #2: Survey map or scaled site plan including:

- ❑ North arrow and scale of 1 inch equals no more than 100 feet
- ❑ Boundary of proposed land disturbance
- ❑ Direction of flow for storm water runoff entering, leaving the disturbed area and onsite storm water flow paths
- ❑ Upslope drainage area entering the disturbed area
- ❑ Location of BMPs
- ❑ Existing and proposed slopes
- ❑ Existing and proposed ground cover
- ❑ Existing and proposed building, roads, access drives and property boundaries
- ❑ Existing and proposed drainage ways, water bodies, trees and culverts
- ❑ Any other utility or structures within 50 feet of the proposed land disturbance
- ❑ Location of any surface water, stream or wetland
- ❑ Distance to ground water

Item #3: (For Utility Installation):

- ❑ Show where utilities will be installed
- ❑ Location of the open cut and topography in the area
- ❑ List the total lineal feet to be installed and the lineal feet to be installed by open cut

MAKE CHECK PAYABLE TO: Eau Claire County LCD	
Application Fee:	$290.00
$.50 x (# sqft/4000)	$
Additional Fee:	
Total Fee:	$

OFFICE USE ONLY

- ❑ **Double Fee**
- ❑ **Fee Exemption**

DATE STAMP:

Receipt #: _____ Received By: _____

Large Site Application Checklist (>1 Acre)

Under county ordinance, significant grading activity may trigger the need for a storm water permit for construction site erosion control. An erosion control plan is designed to protect downstream water resources and property owners from water pollution and other damage caused by sediment runoff from construction sites. Erosion control plans designed to meet the requirements of the county ordinance shall, to the maximum extent practicable, adhere to the following guiding principles:

1) Propose grading that best fits the terrain of the site, avoiding steep slopes, wetlands, floodplains, and environmental corridors.
2) Minimize, through project phasing and construction sequencing, the time the disturbed soil surface is exposed to erosive forces.
3) Minimize soil compaction, the loss of trees and other natural vegetation and the size of the disturbed area at any one time.
4) Locate erosion control BMPs upstream from where runoff leaves the site or enters waters of the state and outside of wetlands, floodplains, or isolated natural areas.
5) Emphasize the use of BMPs that prevent soil detachment and transport over those aimed to reduce soil deposition (sedimentation) or repair erosion damage.

Preliminary Erosion Control Plans must include (for Preliminary Review Letter):

1. A site map in accordance with Checklist #1.
2. A brief narrative describing the proposed land disturbing activity, construction timeline and sequencing, and a general review of the major erosion and sediment control BMPs proposed to be used to minimize off-site impacts during the construction phase and to stabilize the site following construction.
3. Delineation of the following on the site map under #1 above: a) the area and size (in acres) of the proposed land disturbance; b) the woodland and wetland areas, and the size (in acres) of each that is proposed to be lost during construction and a general description of the current vegetation types and tree sizes; c) the general location of major BMPs.

Final Erosion Control Plans must include (for Permit):

1. A site map in accordance with Checklist #1. All other map elements listed below shall be delineated and labeled at a scale of 1 inch equals no more than 100 feet, unless otherwise noted.
2. North arrow, graphic scale, draft date, name and contact information for project engineer or planner and designation of source documents for all map features.
3. Proposed site topography at contour intervals not to exceed two feet, proposed percent slope for all open channels and side slopes and all runoff discharge points from the site.
4. Proposed building envelopes and other land area to be disturbed and size in acres.
5. General location and description of existing trees and other vegetative cover types within the site boundary.
6. Temporary and/or permanent access drive and specified surface material (3 to 6 inch clear or washed stone), minimum depth (minimum 12 inches) and minimum 50 feet long.
7. Temporary flow diversion devices for upslope or roof runoff until site is stabilized.
8. Temporary sediment trapping devices for site perimeter and inlets to culverts and storm drains.
9. Temporary settling basin or other BMP to be used for site dewatering during utility or other subsurface work.
10. Temporary soil stockpile sites indicating setbacks (minimum 25 feet) from channelized flow, nearby water resources or environmental corridors and the proposed erosion protection methods.
11. Detailed drawings and cross sections for any sediment traps, basins or other major cut or fill areas showing side slopes and elevations.
12. Final stabilization measures for open channels and erosion protection for pipe and channel inlets, outlets, and emergency spillways.
13. Location of proposed utilities, including standard cross–section for buried utilities, associated easements, labeling the type of utility and notes on erosion control and restoration plans.
14. Final site stabilization instructions for all other disturbed areas, showing areas to be stabilized in acres, depth of applied topsoil (minimum 4 inches), seed types, rates and methodology, fertilizer, sod, or erosion matting specifications, maintenance requirements until plants are well established, and other BMPs used to stabilize the site.
15. Detailed construction notes clearly explaining all necessary procedures to be followed to properly implement the plan including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements, and the installation, use and maintenance of BMPs in the plan.
16. Location of soil borings and soil profile evaluations with surface elevations and unique references to supplemental soil evaluations report forms. Also show estimated seasonal water table depths, which may be shown on a separate map, with sufficient references to the proposed site plan.
17. For land disturbance activities planned to occur within the groundwater table, provide additional information as outlined on next page.
18. Other items specified by the Land Conservation Division as necessary to ensure compliance with the ordinance.

Provide Supporting Information:

1. A narrative summary of the erosion control plan, briefly explaining the overall plan and, any unique information that led to the selection of BMPs and how the plan meets the guiding principles above.
2. Summary of design data for any structural BMP such as sediment basins or sediment traps. A professional engineer, licensed in the State of Wisconsin, shall stamp, and sign a statement approving all designs and certifying that they have read the requirements of this ordinance and that, to the best of their knowledge, the submitted plans comply with the requirements.
3. Open channel design and stabilization data to support the selected BMPs for stabilization.
4. Geologic and/or Soil profile evaluation reports with unique references and elevations that match the map above.
5. Estimated time soil stockpiles, or other temporary practices, will exist to support the selected BMPs for erosion control.
6. Documentation that proposed utility locations and installation scheduling has been coordinated with the affected utility companies.
7. Documentation of any other calculations used to demonstrate compliance with the performance standards in this section.
8. Identification of the primary contacts for:
    a. Conducting erosion control inspections and how they will make the inspection logs available to the Land Conservation Division.
    b. Completing site grading and temporary erosion control practices.
    c. Completing final site restoration and stabilization.
9. Copy of DNR Stormwater Application, where applicable.

Additional Plan Requirements for Land Disturbance at or Below Groundwater Table Elevation

1. Data from a minimum one-year groundwater assessment, with groundwater monitoring plan (which includes data collected at least once a month, and hydrogeological study including:
    a. Groundwater elevation and flow characteristic information to help characterize seasonal groundwater fluctuations.
    b. Initial Soil/Geological borings, to a total depth of at least 10 feet below the intended depth of activity, incorporating the minimum monitoring components as identified by LCD.
    c. A minimum of at least three nested monitoring wells installed onsite with a monitoring protocol to be designed by a professional hydrogeologist incorporating the minimum groundwater monitoring components as identified by LCD.
        i. *Note: The groundwater monitoring plan shall be designed and implemented by an independent, credentialed, third party employing the skills of a professional with expertise in the area of hydrogeology and groundwater.*
        ii. *Professional recommendations for monitoring needed while covered under a stormwater or erosion control permit as well as for long term monitoring needs shall be included in the final report.*
2. Impacts from Dewatering Activities. A plan and map shall be included with the application that quantifies and outlines holding and/or utilization of water removed as part of the dewatering process.
        iii. *Note: Groundwater elevation data collected during dewatering activities. Includes minimum of monthly monitoring required and submitted for LCD review. Permitted activities shall not result in negative impacts to Groundwater Quality as specified in Wis. Admin. Code ch. NR140 and as outlined within Chapter 8.12.*
3. Identify procedures and practices that would restrict surface stormwater and other contaminants from entering the exposed groundwater table.
4. Final monitoring report, where applicable, shall be submitted as part of the final application.
        iv. *Note: The LCD may identify other items necessary to ensure compliance with the ordinance. A similar form may be sent to you by the plan reviewer to indicate missing items.*
        v. *The LCD requires items listed above to also be submitted in digital form, including georeferenced map data to the public land survey system in accordance with county mapping standard.*