

Le Sueur County

Interim Use Application-Grading, Excavating, & Filling

Activities that involve topographic alterations in all districts shall conform to the standards in Section 18 of the Le Sueur County Zoning Ordinance. Activities within a shoreland district shall conform to the standards in Section 13 of the Le Sueur County Zoning Ordinance.

In addition, any activities in any type wetland shall be evaluated in accordance with the Wetland Conservation Act (WCA) regulations, as administered by the Le Sueur County Soil & Water Conservation District (SWCD).

I. Applicant:

Name _____
Mailing Address _____
City _____ State _____ Zip _____
Phone # _____ Phone # _____

II. Landowner:

Name _____
Mailing Address _____
City _____ State _____ Zip _____

Property Address _____
City _____ State _____ Zip _____
Phone # _____ Phone # _____

III. Parcel Information:

Parcel Number _____ Parcel Acreage _____
Attach Full Legal Description (**NOT** abbreviated description from tax statement)
Township _____ Section _____
Subdivision _____ Lot _____ Block _____

IV. Township Notification: Township must be notified of proposed use prior to application.

_____ Township notified on _____
(Township Name) (Date)

Board Member _____ regarding the proposed use.
(Name)

V. Quantities and Submittal Formats:

- a. One (1) reproducible 8.5" x 11" copy of the request and all other supporting documents.
- b. Electronic version of any supporting documents *if available*.
- c. Additional copies may be requested as deemed necessary by the Department.
- d. **Application must be made in person** by the applicant and/or landowner no later than 12 P.M. on the date of application deadline.

- e. Appointment is necessary.
- f. Applications will not be accepted by mail.

VI. Fees: Must be paid at the time of application.

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|--------------------|--------|----------------------------------------------|
| Interim Use Permit | \$ 750 | After-The-Fact fee is <u>doubled.</u> |
| Filing Fee | \$ 46 | |

Additional Fees:

| | |
|------------------------|------------------------------------------------------|
| Special Meeting | \$ 2,000 |
| After-The-Fact Penalty | \$ 1,500 OR 10% of improvement, whichever is greater |

VII. Type of Request: Grading, Excavating or Filling.

- Non-Shoreland** Cubic yards of material movement: _____
- Within Bluff Impact Zone Cubic yards of material movement: _____
- Within Bluff Cubic yards of material movement: _____

TOTAL cubic yards of material movement: _____

- Shoreland-** Outside Shore Impact Zone Cubic yards of material movement: _____
- Within Shore Impact Zone Cubic yards of material movement: _____
- Within Bluff Impact Zone Cubic yards of material movement: _____
- Within Bluff Cubic yards of material movement: _____

TOTAL cubic yards of material movement: _____

- Assurance security shall be required for projects that are >1500 cubic yards.

VIII. Description of Request:

- a. A full description of request with detailed information including what operations are to occur and what general types of equipment may be used in the operation must be attached.
- b. Complete the following in relationship to the proposed Conditional Use Permit.

1. ENVIRONMENTAL IMPACT: _____
2. ADVERSE IMPACT ON SURROUNDING AREAS: _____
3. STORMWATER RUNOFF: _____
4. ANY PART OF THE PROJECT EXTEND BELOW OHWL: _____
5. WETLAND IMPACT: _____
6. SLOPE STABILITY: _____
7. CERTIFICATE OF INSURANCE: _____
8. ANTICIPATED DATE OF COMPLETION: _____

IX. Site Plan: Shall include but not limited to the following:

- **Parcels < 5 AC** = 2-foot contours depicting existing and proposed topography.
- **Parcels 5-20 AC** = 5-foot contours depicting existing and proposed topography.
- **Parcels >20 AC** = 10-foot contours depicting existing and proposed topography.

- Location of grading, excavating, and/or filling sites.
- Location of areas for obtaining fill or disposing of excavated materials.
- Tree inventory of all trees, indicating trees to be cut or removed.
 - *(Caliper of 6 inches or greater measured 4.5 feet from ground level).*

- | | | | |
|----------------------|------------|------------------------------------------|----------------------------|
| ● North Point | ● Lake | ● Existing Structures | ● Septic System |
| ● Setbacks | ● River | ● Proposed Structures | ● Well |
| ● Property Lines | ● Wetlands | ● Lot Dimensions | ● Access (Size & Location) |
| ● Road Rights-of-Way | ● Streams | ● Easements | ● Drainage |
| | ● Ponds | ● Landscape, Screening, and/or Buffering | |

**** Site Plan & As-Built must be completed by a surveyor or professional engineer. ****

X. Restoration Plan: Shall include but not limited to the following:

- Areas of restoration shall include the application of a minimum of 4 inches of topsoil or similar material that will support plant growth. *(Must be included in calculation for cubic yards of material.)*
- Reseeded areas indicated with type of vegetation. *(Shall meet minimum standards by the SWCD)*
- Tree replacement plan. *(Areas located within the Bluff Impact Zone, Bluff, Shoreland & Conservancy Districts) -*
The Root zone of existing trees shall be preserved and protected during development.
 - Replace one tree for every tree that is removed.
 - Replacement trees shall have a minimum caliper of 2 inches at 4.5 feet from ground level.

XI. Attachments: Shall include but not limited to:

- a. **Description of Request** - *See Part VIII for full details and requirements.*
- b. **Site Plan** - *See Part IX for full details and requirements.*
- c. **Full Legal Description** - *Not abbreviated description from tax statement.*
- d. **Access Approval** - *Attach approval in writing from proper road authority.*
- e. **Township Notification** - *See Part IV for details and requirements.*
- f. **Septic System Compliance Inspection** (when applicable)
- g. **Erosion Control Plan** - *Attach completed and signed plan including map.*
- h. **Restoration Plan** - *See Part X for full details and requirements.*
- i. **Approved Stormwater Pollution Prevention Plan** – *If required, must meet NPDES requirements and prepared by a licensed professional engineer*

XII. Procedure:

- The Planning Commission shall hold a public hearing on the proposed Interim Use Permit at a scheduled Planning Commission meeting.
- The Planning Commission is an advisory board to the County Board of Commissioners and will make a recommendation to the County Board.
- The Department shall report the Findings and recommendations of the Planning Commission to the County Board for final decision.
- Action by the County Board shall be a majority vote of its members.
- The Department shall notify the applicant and/or landowner in writing of the County Board decision.
- A certified copy of the Interim Use Permit shall be filed with the Le Sueur County Recorder by the Department.

XIII. Signatures:

I hereby certify with my signature that all data contained herein as well as all supporting data are true and correct to the best of my knowledge.

Applicant signature

Date

I hereby certify with my signature that all data contained herein as well as all supporting data are true and correct to the best of my knowledge.

Property Owner signature

Date

***** OFFICE USE ONLY *****

Request: GRADING, EXCAVATING & FILLING

Non-Shoreland

- Outside Bluff or Bluff Impact Zone Cubic yards of material movement: _____
- Within Bluff Impact Zone Cubic yards of material movement: _____
- Within Bluff Cubic yards of material movement: _____

TOTAL cubic yards of material movement: _____

Shoreland

- Outside Bluff or Other Impact Zones Cubic yards of material movement: _____
- Within Shore Impact Zone Cubic yards of material movement: _____
- Within Bluff Impact Zone Cubic yards of material movement: _____
- Within Bluff Cubic yards of material movement: _____

TOTAL cubic yards of material movement: _____

***** OFFICE USE ONLY (cont.) *****

Pre-App Date: _____ Lake: _____ Feedlot: **500' 1000' N/A**
Meeting Date: _____ Lake Classification: _____ Wetland Type: **1-2 3-8 N/A**
15-Day: _____ FEMA Panel: # 27079C _____ D Water Course: Y N
60-Day: _____ Flood Zone: _____ Bluff: Y N If yes, _____%

- | | | |
|----------------------------------------------|--------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Project Description | <input type="checkbox"/> Access Approval | <input type="checkbox"/> Septic Status: _____ |
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Erosion Control Plan | <input type="checkbox"/> Meeting Type: Reg. ATF Spec |
| <input type="checkbox"/> Full Legal | <input type="checkbox"/> Survey (Existing Cond.) | <input type="checkbox"/> Fee: \$ _____ |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Survey (Proposed Cond.) | <input type="checkbox"/> Penalty: \$ _____ |

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- | | | |
|-------------------------------------------------------|----------------------------------------|-------------|
| <input type="checkbox"/> Application Complete _____ | _____ | _____ |
| | Planning & Zoning Department Signature | Date |
| | | Permit # |
| <input type="checkbox"/> Application Incomplete _____ | _____ | _____ |
| | Planning & Zoning Department Signature | Date |
| | | Notice Sent |

List of Deficient Items:
