

City of Woodland

20225 Cottagewood Road
Deephaven, MN 55331
952-474-4755

Date Received: _____

900.17 LAND ALTERATION PERMIT

Date: _____

Address of Land Alteration _____

Property Owner's Name: _____

Mailing Address: _____

Phone: _____

Applicant / Contractor's Name: _____

Applicant / Contractor's Address: _____

Phone: _____

Zoning District: _____R-1 _____G-1 (Assembly Grounds)

Excavating _____ Grading _____ Filling _____

Estimated cubic yards of fill to be added: _____

Describe proposed activity and its purpose: _____

Estimated start date of work: _____

Describe methods to be used to minimize soil erosion: _____

Will the grade be altered one foot or more: _____

Any grading that would substantially alter the existing grade, as defined in the ordinance 900.17, Subd. 4, must be granted a Special Use Permit from the City Council following the application procedure outlines in Section 900.15 of the Code or Ordinances.

This is to certify that I am making application for the described permit and I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am the party whom the City should contact regarding any matter pertaining to this permit. The information provided on this permit application is true and correct to the best of my knowledge.

Applicant Signature _____ Date _____

Owner Signature _____ Date _____

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_____ Completed Land Alteration Permit Application

_____ 900.17 Land Alteration Permit Fee \$200.00 (non-refundable)

_____ Data Privacy Advisory

_____ Plan of Proposed Alteration – Two copies of a certified survey prepared within the preceding 6 months. Section 700.04 of the city code requires a certificate of survey, prepared by a registered land surveyor, for every application for the construction of any structure in the City of Woodland. The certified surveys must show all the property lines, required setbacks, the location of all existing and proposed structures, the existing and proposed grades at the foundation, the finished grades of all existing and proposed structures, the delineation of all wetlands, the OHWL and the 929.4 feet above-sea-level elevation of all lakes, the location of all existing and proposed shoreline improvements (including but not limited to riprap, seawall, or retaining timber), all existing and proposed contours shown at two foot intervals and the existing and proposed drainage on the property including volume and rate of flow.

_____ Review by City Engineer

_____ Special Use Permit * Any grading that would substantially alter the existing grade, as defined in 900.17, must be granted a Special Use Permit from the City Council following the application procedure outlines in Section 900.15 of City Code.

900.17 Subd. 4. Land Alteration Permits. No land in the City may be excavated, graded, filled or substantially altered without a permit from the City Engineer. For purposes of this section substantially altered shall mean any change of grade from an existing elevation of one foot or more. The applicant will provide a scalable survey for the proposed alteration, showing the present and proposed elevations or contours, the existing and proposed drainage pattern, including the volume and rate of runoff currently and proposed to leave the property and any other information requested by the City Engineer. In determining whether to issue the permit, the City Engineer and Zoning Administrator will consider whether the alteration and any related structures will comply with the applicable provisions of this Code, and the effects on drainage and destruction of ground cover and water holding areas.

All applications for building permit in the City must be accompanied with a land alteration permit.

Any grading that would substantially alter the existing grade, as defined above, must be granted a **Special Use Permit** from the City Council following the application procedure outlines in Section 900.15 of this Code.

900.18. Topographic Alterations. The following considerations and conditions apply to the issuance of permits involving topographic alterations, including building permits, grading and filling permits, conditional use permits, variances and subdivision approvals:

- (a) 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;
- (b) 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;
- (c) methods to minimize soil erosion and to trap sediments before they reach any lake, channel, stream, pond or wetland must be used;

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- (d) 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 Services;
- (e) fill or excavated material must not be placed in a manner that creates an unstable slope;
- (f) plans to place fill or excavated material on steep slopes must be reviewed by qualified professionals for continued slope stability and must not create finished slopes of 30 percent or greater;
- (g) fill or excavated material must not be placed in bluff impact zones;
- (h) any alterations below the ordinary high water level of public waters must first be authorized by the commissioner under Minnesota Statutes, section 103G.245;
- (i) alterations of topography will be allowed only if they are accessory to permitted or conditional uses and do not adversely affect the adjacent or nearby properties; and
- (j) placement of natural rock rip-rap, including associated grading of the shoreline and placement of a filter blanket, is permitted if the finished slope does not exceed 3 feet horizontal to one foot vertical, the landward extent of the rip-rap is within 10 feet of the ordinary high water level, and the height of the rip-rap above the ordinary high water level does not exceed 3 feet.

Permits for excavations where the intended purpose is connection to a public water, such as boat slips canals, lagoons, and harbors, may be issued only after the commissioner has approved the proposed connection to public waters.

If a Special Use Permit is required – Applicant will need to completed the Special Use Permit Application and remit the filing fee – Review and public hearing by Council is required for Special Use Permits

900.15 Special Use Permits

Subd. 1. Scope. This Section applies to all specified uses delineated elsewhere in this Chapter.

Subd. 2. Evidence. The applicant is responsible for substantiating the application with authoritative evidence. In considering a request for a special use permit, the Council must be supplied with and consider evidence of the effect of the proposed use on the character and development of the neighborhood; the health, safety, and welfare of occupants of surrounding lands; existing and anticipated traffic conditions, including parking; and the effect on property values in the surrounding area. In addition, the Council must be supplied with such evidence and studies as it deems necessary in order to (1) conduct a thorough evaluation of the topographic, vegetation and soil conditions on the site to ensure the prevention of soil erosion or other possible pollution of public waters, roadways, and adjacent private property, both during and after construction, to ensure limiting visibility of structures and other facilities as viewed from public waters, roadways, and adjacent private property, and to ensure adequacy of the site for water supply and on-site sewage treatment, and (2) assess the types, uses, and numbers of watercraft and motor vehicles that the project will generate in relation to the suitability of public waters, roads and private lands to safely accommodate watercraft, motor vehicles and proposed structures. Insufficiency of authoritative evidence will result in denial of the application.