



[www.bassettcreekwmo.org](http://www.bassettcreekwmo.org)

Obtain City staff signature and send application, check for fee, and submittals to:

Bassett Creek Watershed Management Commission  
c/o Barr Engineering Co.  
Attn: Jim Herbert, P.E.  
4300 MarketPointe Drive, Suite 200, Minneapolis, MN 55435-5422

A.F. # \_\_\_\_\_

## Application Form for Development Proposals

Direct questions about this application to Laura Jester, BCWMC Administrator, at 952-270-1990 or [laura.jester@keystonewaters.com](mailto:laura.jester@keystonewaters.com).

### Complete by City Staff

This application is being submitted to the Bassett Creek Watershed Management Commission for review purposes by the City of \_\_\_\_\_, by \_\_\_\_\_

\_\_\_\_\_  
**City Staff Signature**

\_\_\_\_\_  
**Date**

***The contents of the application are solely the responsibility of the applicant.***

### Complete by Applicant

#### General Information:

\_\_\_\_\_  
**(Name of development or description of project)**

\_\_\_\_\_  
**(City/¼ Section)**

\_\_\_\_\_  
**(Location of work—reference major streets and highways, and attach map)**

**Name of Applicant (owner):** \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**Name of Agent (project contact):** \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**Submittals**

Requirements for each submittal are provided in the document *Requirements for Improvements and Development Proposals*. The required fee is shown on the Commission’s Fee Schedule attached to this application.

Enclosed is the following required information for review:

- Project review fee (see fee schedule)
- Project plans
- Runoff water quality plan and computations
- Erosion control plan
- MIDS calculator file, P8 model, WINSLAMM model, or BCWMC approved equal; or documentation of approved city review of MIDS performance goal requirements
- Applicant has completed checklist of BMPs attached to this application
- An electronic copy of the final approved submittal
- Other: \_\_\_\_\_
- Variance request

**Project Information:**

Nature of work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Plat/parcel area: \_\_\_\_\_ Area to be disturbed (graded): \_\_\_\_\_

Existing impervious area: \_\_\_\_\_ Proposed impervious area: \_\_\_\_\_

Net new impervious area: \_\_\_\_\_ Fully reconstructed impervious area: \_\_\_\_\_

Total of net new and fully reconstructed impervious area: \_\_\_\_\_

Land use existing: \_\_\_\_\_

**(Industrial, commercial, multiple residential, single residential, utility, public)**

Land use proposed: \_\_\_\_\_

**(Industrial, commercial, multiple residential, single residential, utility, public)**

Number and type of units: \_\_\_\_\_

*I understand and agree that I must pay all fees associated with this application, that I am responsible for reimbursing the Commission for all actual costs it incurs for the review in excess of \$5,000, and that any additional applications I may submit will not be deemed complete and no review will occur until the Commission has been fully reimbursed for any outstanding costs.*

**Authorized Signature (Applicant)**

**Date**

## Proposed Best Management Practices (BMPs) to be Implemented on Project for Water Quality Protection

Description of BMP	Was BMP Used?	Location Used or Basis for No Use
<b>STORMWATER INFILTRATION/VOLUME REDUCTION BMPs</b>		
1. Reduce area of impervious surface (pavement, roofs, etc.)		
2. Infiltration basin		
3. Underground infiltration		
4. Infiltration trench		
5. Permeable pavement		
6. Stormwater reuse		
<b>STORMWATER FILTRATION BMPs</b>		
7. Bioretention basin (Rain Garden)		
8. Sand filter		
9. Iron enhanced sand filter (Minnesota Filter)		
10. Green roof		
11. Stormwater pond		
12. Stormwater wetland		
13. Tree trench system		
<b>FLOATABLE/OIL REMOVAL BMPs</b>		
13. Floatable skimmer		
14. Parking lot oil/grease separators		
<b>SEDIMENT CONTROL BMPs</b>		
15. Riprap or other storm drain outlet protection		
16. Storm drain inlet protection		
17. Slope stabilization and erosion control measures		
18. Vegetated swale/Bioswale		
<b>NONSTRUCTURAL BMPs</b>		
19. Street sweeping		
20. Fertilizer manager		
21. Other (describe):		

## Fee Schedule (Effective October 1, 2017)

### Bassett Creek Watershed Management Commission Project Reviews

Project Review Fees (check appropriate boxes) <sup>1, 7</sup>		
<b><input checked="" type="checkbox"/> Base Fees</b>		
<input type="checkbox"/>	Single Family Lot (No add-on fees required) <sup>7</sup>	\$500
<input type="checkbox"/>	Projects Requiring Only Erosion and Sediment Control Review <sup>7</sup>	\$1,500
<input type="checkbox"/>	Municipal Projects <sup>2</sup> (No add-on fees required) <sup>7</sup>	\$1,500
<input type="checkbox"/>	All Other Projects	\$1,500
<b><input checked="" type="checkbox"/> Add-On Fees<sup>3</sup></b>		
<input type="checkbox"/>	1. Projects requiring Rate Control or Treatment to MIDS Performance Goal	\$1,000
<input type="checkbox"/>	2. Projects involving work within or below the 100-year floodplain (Table 2-9, Watershed Management Plan) - select highest of following add-on fees (a or b)	
<input type="checkbox"/>	a. Work involving filling and compensating storage within or below the 100-year floodplain (identified in Table 2-9)	\$1,000
<input type="checkbox"/>	b. Work along the Bassett Creek trunk system or inundation areas involving review of, or modifying the XP-SWMM model.	\$2,000
<input type="checkbox"/>	3. Work involving creek crossings (bridges, culverts, etc.)	\$1,000
<input type="checkbox"/>	4. Projects involving review of alternative BMPs <sup>4</sup>	\$1,000
<input type="checkbox"/>	5. Project involving variance request	\$1,000
<b><input checked="" type="checkbox"/> Wetland Fees<sup>5</sup></b>		
<input type="checkbox"/>	Wetland delineation review	Varies
<input type="checkbox"/>	Wetland replacement plan review	Varies
<input type="checkbox"/>	Monitoring and reporting	Varies
<input type="checkbox"/>	Wetland replacement escrow	Varies
<b>Total Project Review Fees <sup>6, 7</sup></b>		\$_____
<p>1 State agencies are exempt from review fees. Other public agencies are required to pay review fees and add-on fees.</p> <p>2 Including Minneapolis Park &amp; Recreation Board projects</p> <p>3 Required in addition to base fee (except for single family lots and municipal projects).</p> <p>4 BMPs not included in <i>Minnesota Stormwater Manual</i>.</p> <p>5 Wetland fees will be billed at actual cost for projects where BCWMC acts as the LGU for the Wetland Conservation Act or when a member city requests assistance from the BCWMC for wetland-related review tasks (BCWMC is the LGU for the cities of Medicine Lake, Robbinsdale and St. Louis Park).</p> <p>6 Include check for total project review fees or other fees with application form. Check should be payable to Bassett Creek Watershed Management Commission.</p> <p>7 If the actual cost to conduct a review reaches \$5,000, the applicant shall be required to reimburse the Commission for all costs it incurs in excess of \$5,000, in addition to base and add on fees. The Commission shall bill the applicant for the additional costs. If an applicant fails to fully reimburse the Commission for the additional costs, any future requests for a review from the applicant shall be deemed incomplete, and the Commission will not conduct a review, until all outstanding amounts have been paid.</p>		