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.
41 Meridian Crossings, Suite 500; Minneapolis, MN 55423

Application for Development and Improvement Project Proposals

Direct questions about this application to Laura Jester, BCWMC Administrator, at 952-270-1990 or 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)

_____

(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 Attachment A; fee schedule)

☐ Check mailed to BCWMC or ☐ Electronic money transfer

☐ Project plans: one full size (paper), one 11x17 inch (paper), electronic (pdf)

☐ Stormwater Management Plan and computations

☐ Erosion and sediment control plan

☐ MIDS calculator file, P8 model, WINSLAMM model, or BCWMC approved equal; or documentation of approved city review of MIDS performance goal requirements

☐ BMP checklist (Attachment B)

☐ Linear project checklist (linear project creating 5 or more acres of new/fully reconstructed impervious surface) (Attachment C)

☐ 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: _____

Area to be reclaimed and/or mill and overlay: _____

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**

Attachment A: Fee Schedule (Effective August 1, 2022)
Bassett Creek Watershed Management Commission Project Reviews

Project Review Fees (check appropriate boxes) [1, 7]	
☑ **Base Fees**	
Single Family Lot (No add-on fees required) [7]	$500
Projects Requiring Only Erosion and Sediment Control Review [7]	$2,000
Municipal Projects [2, 7]	$1,500
All Other Projects [7]	$2,000
☑ **Add-On Fees[3]**	
1. Projects requiring Rate Control or Treatment to MIDS Performance Goal	$2,000
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)	
a. Work involving filling and compensating storage within or below the 100-year floodplain (identified in Table 2-9)	$1,000
b. Work along the Bassett Creek trunk system or inundation areas involving review of, or modifying the XP-SWMM model.	$2,000
3. Work involving creek crossings (bridges, culverts, etc.)	$1,000
4. Projects involving review of alternative BMPs [4]	$1,000
5. Project involving variance request	$1,000
☑ **Wetland Fees [5]**	
Wetland delineation review	Varies
Wetland replacement plan review	Varies
Monitoring and reporting	Varies
Wetland replacement escrow	Varies
Total Project Review Fees [6, 7]	$_____

1 State agencies are exempt from review fees. Other public agencies are required to pay review fees and add-on fees.

2 Including Minneapolis Park & Recreation Board projects

3 Required in addition to base fee (except for single family lots).

4 BMPs not included in *Minnesota Stormwater Manual*.

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).

6 Pay review fee by check payable to Bassett Creek Watershed Management Commission and include with application materials sent to Barr Engineering; or submit electronic payment using instructions found at www.bassettcreekwmo.org/developer/fee-schedule.

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.

Attachment B: 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
STORMWATER INFILTRATION/VOLUME REDUCTION BMPs		
1. Reduce area of impervious surface (pavement, roofs, etc.)		
2. Infiltration basin/rain garden (no underdrain)		
3. Underground infiltration (no underdrain)		
4. Infiltration trench/tree trench (no underdrain)		
5. Tree trench/tree box (no underdrain)		
6. Permeable pavement (no underdrain)		
7. Dry swale/grass swale (no underdrain)		
8. Stormwater reuse		
STORMWATER FILTRATION BMPs		
9. Bioretention basin/rain garden (w/underdrain)		
10. Sand filter		
11. Iron enhanced sand filter (Minnesota Filter)		
12. Permeable pavement (w/underdrain)		
13. Tree trench/tree box (w/underdrain)		
14. Dry swale/grass swale (w/underdrain)		
15. Green roof		
WET SEDIMENTATION BASINS/REGIONAL PONDS BMPs		
16. Stormwater pond		
17. Stormwater wetland		
FLOATABLE/OIL REMOVAL BMPs		
18. Floatable skimmer		
19. Parking lot oil/grease separators		
SEDIMENT CONTROL BMPs		
20. Pretreatment (hydrodynamic devices, forebays, etc.)		
21. Riprap or other storm drain outlet protection		
22. Storm drain inlet protection		
23. Slope stabilization and erosion control measures		
24. Vegetated swale/bioswale		
NONSTRUCTURAL BMPs		
25. Street sweeping		
26. Fertilizer manager		
27. Other (describe):		

Attachment C: Linear Project Checklist

Linear project definition: Construction or reconstruction of a road, rail, trail, or other transportation route, or the construction, repair, or reconstruction of a utility that is not a component of a larger development or redevelopment project. Examples include road and road widening projects, trails, ditch work, road or rail replacement, and utility installation.

Submittals:

☐ Provide map of project area including proposed BMP location(s), drainage areas to the proposed BMPs, proposed impervious areas, new/reconstructed areas, mill/overlay areas, etc.

☐ Provide documentation of project restrictions for best management practice(s) (i.e. right-of-way boundaries, soil borings, etc.)

Restrictions in project area (check any and all that apply to the project):

☐ Constraints due to lack of available ROW, off site drainage, and/or rate control requirements

☐ Project located within a Drinking Water Supply Management Area (DWSMA), wellhead protection area, or within 200' of a drinking well

☐ Shallow groundwater

☐ Shallow depth to bedrock

☐ Predominately Hydrologic Soil Group D (clay) soils

☐ Very high infiltrating soils (>8.3 inches / hour)

☐ Presence of karst

☐ Contaminated soils and/or groundwater or hotspot runoff

☐ Potential for adverse hydrologic impacts from infiltration practices (e.g., perched wetland)

☐ Utility conflicts

☐ Other _____

Describe the project restrictions and explain what efforts were made to avoid and/or address these restrictions as part of project planning and design (see the BCWMC Flexible Treatment Options Flow Chart for guidance on the types of actions expected for different types of restrictions): _____

_____

_____

_____

_____

_____

_____

_____

Best management practice(s) and location(s) evaluated: _____

_____

_____

Best management practice(s) proposed and reason for selection: _____

_____

Impervious and pervious area treated by best management practice(s): _____

_____

Volume Retained (as inches of runoff from new/fully reconstructed impervious): _____

Total Phosphorus Removed Annually (pounds/year): _____

Total Suspended Solids Removed Annually (pounds/year): _____