

# Dane County Erosion Control Permit Simplified Application

*(Application must be made in-person.  
Incomplete applications will not be accepted.)*

For Office Use Only – Revised 10.16.2017

Permit Number \_\_\_\_\_

Received & Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**This form may only be used for the following projects:**

1. Land disturbing activities meeting the criteria of DCCO s. 14.50(2)
2. Land disturbing activities occurring in the Shoreland Zone meeting the criteria of DCCO s. 11.05(2)(b) or (d)

**Please see Dane County Code of Ordinances for the complete list of qualifying criteria.**

**Project Name:** \_\_\_\_\_ Applicant Information (Individual making in-person application)

Landowner Name(s): \_\_\_\_\_ Applicant Name: \_\_\_\_\_

Landowner Address: \_\_\_\_\_ Applicant Address: \_\_\_\_\_

\_\_\_\_\_

Landowner Phone: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_

Landowner E-mail: \_\_\_\_\_ Applicant E-mail: \_\_\_\_\_

**Type of Permit:** (check only one)  Erosion Control (EC)  Shoreland Erosion Control (SE)

Municipality: \_\_\_\_\_ Section: \_\_\_\_\_ Quarter: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

**Fee Calculation**

Total Disturbed Area.....	_____	ft <sup>2</sup>	
Total New Impervious.....	_____	ft <sup>2</sup>	
<i>(includes gravel)</i>			Base Fee = \$ _____
<i>Late Filing Fee: Permit fee shall be doubled where work has begun before a permit has been obtained (s. 11.50(7) or 14.55(2)(b)).</i>			Total Fee = \$ _____

**Notes:**

1. All requirements included in this application correspond to the requirements set forth in Chapters 11 and/or 14 of the Dane County Code of Ordinances.
2. By submitting this application, permittee and landowner permit Dane County staff to enter project property for inspection and/or curative action (s. 11.05(5)(a)3 or 14.49(4)(c)).

***I am the landowner or have been authorized via the included authorization form to act on behalf of the owner. I understand by signing and submitting this application I am bound by the requirements of the County's erosion control ordinance and accept responsibility for implementation of the plan included with this application.***

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**This application must be submitted in person (M-F, 8 A.M. – 4 P.M.)  
with two copies of all permit materials to:**

**Water Resource Engineering Division, 5201 Fen Oak Drive, Room 208, Madison, WI 53718**

# Erosion Control Permit Simplified Application Checklist

For Office Use Only

Permit Number: \_\_\_\_\_

Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Plan Requirements		X	Location of Information: Page Number or Attachment
1.	<b>Narrative describing the proposed project</b>		
2. *	<b>Site plan</b> (of known scale that includes: property lines, disturbed area limits, impervious area limits (existing and proposed), natural and artificial water features, 100-yr flood plain, delineated wetland boundaries, location of all proposed erosion control practices) <i>NOTE: Grading within 5' of the property line requires department approval</i>		
3. *	<b>Contours</b> (existing and proposed)		
4. *	<b>Watershed size for each drainage area</b> (include area draining to the site and within project boundaries)		
5.	<b>Tracking control</b> (provisions to prevent mud-tracking onto public streets and roads during construction, e.g. tracking pad or existing gravel drive)		
6.	<b>Sediment control practices to protect stormwater facilities or storm sewer inlets, existing and proposed, on or adjacent to the site</b> (e.g. inlet protection or stone weeper)		
7.	<b>Proposed erosion control practices</b> (list of erosion control practices)		
8.	<b>Proposed start date</b> (date for installation of all erosion control practices and start of land disturbing activity)		
9.	<b>Proposed stabilization date</b> (date for placement of seed & mulch, sod or permanent surfacing)		
10.	<b>Culvert sizes</b> (existing and proposed culverts on or adjacent to the site)		
11.	<b>Any other information necessary to reasonably determine the location, nature and condition of any physical or environmental features of the site</b>		

**Note: Any proposed changes to the erosion control plan must be submitted and approved prior to implementation. The permit will expire on the stabilization date indicated in the plan (see checklist item #9).**

\* The following Dane County websites may be useful in addressing the above checklist items:

<http://accessdane.co.dane.wi.us/html/public.asp>  
<https://dcimapapps.countyofdane.com/lwrviewer/>  
<https://wred-lwrd.countyofdane.com/>