

# Dane County Shoreland Mitigation Permit Application

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

For Office Use Only – Revised 01.08.2014

Permit Number: \_\_\_\_\_  
 Application Received By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Associated Permits: \_\_\_\_\_

**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: \_\_\_\_\_

Name and company of engineer/consultant who prepared the plans: \_\_\_\_\_

Municipality: \_\_\_\_\_ Section: \_\_\_\_\_ Quarter: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Latitude / Longitude: \_\_\_\_\_ / \_\_\_\_\_  
*Lat/long location should be the coordinates at the center of the site as defined in the plan. Decimal coordinates to 6 places required. (e.g. 43.055978, -89.290669)*

### Fee Calculation

New Impervious Area.....	_____	ft <sup>2</sup> x \$0.010/ft <sup>2</sup> = \$ _____
Redeveloped Impervious Area .....	_____	ft <sup>2</sup> x \$0.005/ft <sup>2</sup> = \$ _____
Restored Vegetative Buffer Area .....	_____	ft <sup>2</sup> \$500 = \$ _____
Base Fee: \$400 OR Check box to apply \$100 flat fee for projects meeting criteria of s. 11.50(6)(a)		Base Fee = \$ _____
[Not all fee categories may apply, see s. 11.50, DCCO for applicable fees]		<b>Total Fee = \$ _____</b>

### Notes:

- All requirements included in this application correspond to the requirements set forth in Chapter 11 of the Dane County Code of Ordinances.
- By submitting this application, the permittee and landowner allow Dane County staff to enter the property for inspection and/or curative action (s. 11.05(5)(a)3).
- Late filing fee: The permit fee shall be doubled where work has begun before a permit has been obtained (s.11.50(7)).

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

*If the person submitting the application is not the landowner, a notarized statement authorizing the applicant to act as the landowner's agent must be attached.*

**This application must be submitted in person (M-F, 8 A.M. – 4 P.M.)  
 with two copies of all permit materials & fees to:  
 Water Resource Engineering Division, 5201 Fen Oak Drive, Room 208, Madison, WI 53718**

# Shoreland Mitigation Application Checklist

For Office Use Only

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

Associated Permits: \_\_\_\_\_

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

Shoreland Mitigation- Application Materials	X	Location of Information: Page Number or Attachment
1. <b>Narrative describing the proposed project</b>		
2. <b>Complete site plan and specifications *</b>		
3. <b>Map of drainage areas for each watershed</b> (show assumed time of concentration flow path)		
4. <b>Stormwater management plan meeting performance standards set forth in s. 11.12(1)(b)</b> (include methodology and calculations for meeting performance standards below)		
5. <b>Vegetative buffer plan meeting performance standards set forth in s. 11.12(2)(b) *</b>		
6. <b>Engineered designs for all structural management practices</b> (reference relevant technical standard if appropriate)		
7. <b>Identification of the entity responsible for long-term maintenance of all stormwater management and/or vegetative buffer practices</b>		
8. <b>Draft maintenance agreement, maintenance plan and schedule for all permanent stormwater management and/or vegetative buffer practices</b>		
9. <b>Timetable and construction schedule</b>		
10. <b>Itemized cost estimate for stormwater and vegetative buffer plan implementation</b>		
11. <b>Financial responsibility</b> (financial security instrument required if cost estimate exceeds \$5000)		
12. <b>Copies of permits or approval from other agencies</b> (WDNR, US Army Corps of Engineers, County Zoning, Town, etc.)		
Shoreland Mitigation - Performance Standards	X	Location of Information: Page Number or Attachment
13. <b>Trap the 20-micron particle (40% reduction in TSS) for the 1-year 24-hour storm event</b>		
14. <b>Infiltrate 75% of the predevelopment infiltration volume on an average annual basis</b>		
15. <b>Preserve or establish a vegetated buffer in accordance with technical standards and specifications described in NRCS Conservation Practice 643a "Shoreland Restoration" and Wisconsin Biology Technical Note 1</b>		

\* See detailed requirements on next page

# Shoreland Mitigation Plan Notes

Complete site plan and specifications in checklist item #2 must include the following:

- a. property lines and lot dimensions
- b. all buildings and outdoor uses, existing and proposed, including all dimensions and setbacks
- c. all public and private roads, interior roads, driveways and parking lots, showing traffic patterns and type of paving and surfacing material
- d. all natural and artificial water features including lakes, ponds, streams and ditches, 100-year floodplain and delineated wetlands
- e. depth to bedrock
- f. depth to seasonal high water table
- g. the extent and location of all soil types as described in the Dane County Soil Survey, slopes exceeding 12%, and areas of existing and proposed natural vegetation
- h. existing and proposed elevations and contours
- i. elevations, sections, profiles, and details as needed to describe all natural and artificial features of the project
- j. soil erosion control and overland runoff control measures, including runoff calculations as appropriate
- k. location of all stormwater management practices
- l. all existing and proposed drainage features
- m. the location, area, and percentage of the lot area for all existing and proposed impervious surfaces
- n. copies of permits or permit applications required by any other governmental entities or agencies
- o. the size (ft<sup>2</sup>) and extent (limits) of the disturbed area
- p. any other information necessary to reasonably determine the location, nature and condition of any physical or environmental features

The vegetative buffer plan in checklist item #5 must include the following:

- a. documentation of the plant species, approximate stem density and current condition of the vegetative buffer zone prior to restoration
- b. description of how the current condition of the vegetative buffer zone compares with the performance standards described in s. 11.12(2) [Note: photo documentation of the existing condition is required if any of the established species will be utilized in the vegetative buffer plan]
- c. list of plant species to be used or preserved in any proposed vegetative buffer restoration
- d. description of proposed planting or seeding methods and planned stem density
- e. description of and schedule for proposed practices for evaluation, maintenance and invasive species control
- f. design that meets all purposes and dimensional requirements of s. 11.04 within 3-years, includes only species native to south central Wisconsin, and meets or exceeds technical standards described in NRCS Conservation Practice 643a "Shoreland Restoration" and Wisconsin Biology Technical Note 1