

# Dane County Erosion Control Permit Application

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

*For Office Use Only – Revised 10.16.2017*

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: \_\_\_\_\_

Type of Permit:  
(check only one)

☐

Erosion Control  
(EC)

☐

Shoreland Erosion Control  
(SE)

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

## Fee Calculation

Total Disturbed Area ..... ft<sup>2</sup> x \$0.006/ft<sup>2</sup> = \$ \_\_\_\_\_

Total New Impervious Area ..... ft<sup>2</sup>  
(includes gravel)

Total Redevelopment Impervious Area ..... ft<sup>2</sup>  
(includes gravel)

Base Fee: Erosion Control (EC ) \$200

Base Fee = \$ \_\_\_\_\_

Shoreland Erosion Control (SE) \$400

Shoreland Erosion Control (SE) meeting criteria s. 11.05(2)(c) \$200

Total Fee = \$ \_\_\_\_\_

*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)).*

## 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.) to:  
Water Resource Engineering Division, 5201 Fen Oak Drive, Room 208, Madison, WI 53718**

# Erosion Control Application Checklist

For Office Use Only

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

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

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

Erosion Control Plan Requirements – Plan Materials	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) <b>NOTE: Grading within 5' of the property line requires department approval</b>		
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>Culvert sizes</b> (existing and proposed)		
6. <b>Cross sections and profiles of ditches, channels, swales and structural measures</b> (existing and proposed)		
7. <b>Design calculations for ditches, channels, swales and structural measures</b> (velocity & capacity calculations)		
8. <b>Direction of runoff flow from impervious surfaces</b> (roof downspouts, driveways, etc.)		
9. <b>Universal Soil Loss Equation (USLE) worksheet(s)</b> (for each element of the erosion control plan. Dates must correspond to construction schedule and be appropriate for each erosion control practice)		
10. <b>Tracking control</b> (provisions to prevent mud-tracking onto public streets and roads during construction, e.g. tracking pad or existing gravel drive)		
11. <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)		
12. <b>Site stabilization details &amp; methods</b> (type & rate of fertilizer, seed, mulch, sod, etc.)		
13. <b>Any other necessary information pertaining to the physical or environmental features of the site</b>		
Erosion Control Plan Requirements - Performance Standards	X	Location of Information: Page Number or Attachment
14. <b>Prevent gully and bank erosion</b>		
15. <b>Practices must reduce erosion to minimum sheet and rill erosion standards: (7.5 tons/acres/year)</b>		
16. <b>Proof of stable outlet capable of carrying site runoff at a non-erosive velocity</b> (outlet design must account for flow capacity and duration)		
Permit Application Requirements	X	Location of Information: Page Number or Attachment
17. <b>Timetable and construction schedule</b>		
18. <b>Preliminary review letter</b>		
19. <b>Copies of permits or approval from other agencies</b> (WDNR, US Army Corps of Engineers, County Zoning, Town, etc.)		
20. <b>Itemized estimated cost of erosion control plan implementation</b> (including installation and labor)		
21. <b>Financial responsibility</b> (financial security instrument required if cost estimate exceeds \$5000)		