



## Grading/Erosion Sediment Control (ESC) Permit Transfer Fact Sheet

By signing the Grading/ ESC Permit Modification Form, you will be responsible to meet the City's requirements for erosion and sediment control. It is important to understand your permit obligations.

Stormwater runoff at your site can carry away valuable topsoil, nutrients, and other pollutants into streets, catch basins, and the storm system. Any water reaching the system **will not** receive treatment from the City's waste water treatment facility. It is discharged directly to ponds, wetlands, streams, and rivers. Polluted runoff can cause excess algae growth, harm aquatic life, and destroy habitat. Sediment-laden runoff can also fill/clog ponds and wetlands reducing floodwater retention.

Your builder/contractor was required to keep sediment and other pollutants from leaving your site and entering waterways. It is now **your responsibility** to ensure that soil and pollutants do not enter the stormwater system and waterways.

### About the Transfer Form

- ❖ The general information section should be filled out by the current permit holder. (usually builder/contractor)
- ❖ Provide appropriate address, applicant, owner and contractor information on the second page.
- ❖ Check the appropriate box related to the Stormwater Pollution Prevention Plan (SWPPP). The current permit holder (builder/contractor) must provide you a copy.
- ❖ Before signing as the new applicant, check the box that you were provided and read the document.
- ❖ Current permittee must sign and date.
- ❖ **Keep a copy of the form; it is your permit.** Once the form is signed, you are the new permit holder.

- ❖ Permit transfers are automatically approved 5 business days after the City receives it, **you will only be notified in the event it is denied.**

### Permit Requirements

If your site is like most, the builder/contractor has completed some grading and built your structure. You may have new sod, or you are likely to have bare soil. Your main responsibility now is to get ground cover established. You are required by the Grading/ ESC Permit and City Ordinance to:

- ❖ Establish either temporary or permanent stabilization of all exposed soils within 14 days of no construction activity/disturbances.
- ❖ Keep perimeter controls and inlet protection in place until permanent vegetation is well established (70% intended growth).
- ❖ Prevent any stockpiles from eroding.
- ❖ ESC Maintenance, such as street sweeping, cleaning inlet protection or repairing silt fence as needed.
- ❖ Keep other potential pollutants out of the stormwater system.
- ❖ Other Best Management Practices (BMPs) may exist, keep them in place.



## Temporary Stabilization

When construction is complete, stabilization is *required within 14 days of no land disturbing activity*. To minimize erosion and prevent sediment laden runoff, **temporary stabilization may be required**.

Temporary stabilization (typically disc anchored straw mulch) is most often needed in the fall/winter if final landscaping is not completed prior to freezing. Otherwise, it is highly recommended to establish permanent stabilization immediately.



It is important to communicate with your builder/contractor ahead of time who is responsible for stabilization. Refer any questions or concerns to the Water Quality Specialist.

## Permanent Stabilization

Plan ahead to establish permanent vegetation or ground cover (typically sod or seed with blanket) as soon as possible to meet permit/ordinance requirements, reduce soil erosion, and *avoid cost of temporary stabilization*.

## Terminating Your Permit

After you take control of the Grading/ ESC Permit you must terminate the permit after all requirements are met to avoid ordinance violations. You may request a permit termination simply by contacting the Water Quality Specialist or by submitting the Permit Modification Form to the Engineering Department. You will be required to do the following:

- ❖ Remove all temporary BMP's after establishment (silt fence, inlet protecting, etc.)
- ❖ Remove all deposits from paved surfaces, adjacent properties, and water bodies.
- ❖ Have at least 70% permanent vegetation coverage established. (intended growth)
- ❖ If you have a permanent treatment system, clean it out and return to design capacity.

- ❖ Pay any outstanding fees.
- ❖ You will be notified by the City within 7 days if your termination request is granted.
- ❖ If any ESC Deposit was required, the return will be processed at this time.



## Pollution Prevention

Finally, you can also help keep your community's waterways clean for as long as you own your property. There are many ways you reduce polluted runoff.

- ❖ Keep trash, leaves, and grass clippings off the street and out of the catch basins.
- ❖ Install rain barrels or plant a rain garden through the **City's Rain Garden Cost Share Program**.
- ❖ Take ownership of your nearby catch basin through the **City's Catch Basin Adoption Program**.
- ❖ Pick up your pet waste.
- ❖ Repair your vehicle/equipment leaks.
- ❖ Properly dispose of all hazardous waste.
- ❖ Keep lids on trash cans and dumpsters.
- ❖ Wash your car on the lawn or use a commercial car wash.
- ❖ Minimize the use of pesticides, fertilizers, and salt.
- ❖ Schedule a meeting with the Water Quality Specialist to discuss best management practices at your residence, business, or facility.

To request additional information please contact Brad Rademacher, Water Quality Specialist at (507)-774-7300 or [Bradley.rademacher@ci.owatonna.mn.us](mailto:Bradley.rademacher@ci.owatonna.mn.us)