





# Land Alteration

## WORKSHEET St. Louis County, Minnesota

**About:** Filling, grading, or excavating on shoreland property requires a land alteration permit if the activity that you are planning exceeds certain limits.

### ALTERATION PROPOSAL

Describe the proposed alteration:

What is the reason or need for the alteration?

### MATERIAL REMOVAL (List the type and number of trees and shrubs to be removed)

Tree(s)		Shrub(s)	
Type	Number	Type	Number
Total Amount of Excavation?		Total Area to be Graded?	
Cubic Yards		Square Feet	

Existing Soil Type(s)? (E.g. Gravel, sand, clay, etc)

Nature of Material (Fill) Added to Site (E.g. Gravel, sand, clay, etc)

Total Amount of Fill? Cubic Yards

Type of Clearing Used? (Check all that apply.)

☐ Mechanical Clearing ☐ Hand Clearing

Please explain:

### EROSION CONTROL PRACTICES

Indicate the following erosion control measures that will be used (before, during and after) as part of your project? (Check all that apply.)

- |  |   |
|--|---|
| <input type="checkbox"/> Silt Fencing                | <input type="checkbox"/> Earthen Diversion (Trench)       |
| <input type="checkbox"/> Native Seeding and Mulching | <input type="checkbox"/> Infiltration Basin (Rain Garden) |
| <input type="checkbox"/> Tree Planting               | <input type="checkbox"/> Other                            |

Please describe how you intend to implement this plan? (Attach additional sheets, if necessary)

**AUTHORIZING AGENCIES**

Have you received authorization from the following agencies for this land alteration project?	Yes	No	Pending
Minnesota Board of Water & Soil Resources (BWSR)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
US Army Corps of Engineers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Minnesota Department of Natural Resources (MN DNR)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Minnesota Pollution Control Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ADDITIONAL REQUIRED INFORMATION & ATTACHMENTS**

1. Photo documentation of alteration site, including at the shoreline.
2. Cross section or profile of area to be altered or excavated. The cross section or profile must include, but is not limited to the following information:
  - ☐ Cut area for excavation
  - ☐ Fill area
  - ☐ Range of steepness and length
  - ☐ Limits of disturbance area/Total area of disturbance
  - ☐ Plans to minimize runoff
  - ☐ Type and location of erosion control products to be used to minimize runoff
3. Site sketch. The site sketch must include, but is not limited to the following information:
  - ☐ Type and location of erosion control products.
  - ☐ Existing type and location of vegetation (trees, shrubs, etc.)
  - ☐ Type and location of vegetation to be removed
  - ☐ Shoreline setback to disturbance area
4. Picture or video documentation of phases of construction. (This may result in site visits by County staff prior to construction, during construction and post construction.)

**CONTACT:** Planning and Zoning Department**Technical Assistance**

Toll Free: 1-800-450-9777

Land Use Information

[www.stlouiscountymn.gov/landuse](http://www.stlouiscountymn.gov/landuse)**Duluth**

Government Services Center  
320 West 2<sup>nd</sup> Street, Suite 301  
Duluth, MN 55802  
(218) 725-5000

**Virginia**

Government Services Center  
201 South 3<sup>rd</sup> Avenue West  
Virginia, MN 55792  
(218) 749-7103

**Office Use Only**

Receipt # \_\_\_\_\_

Receipt Date \_\_\_\_\_

Payment Amount \_\_\_\_\_

Paid By \_\_\_\_\_

# Land Alteration Site Sketch Form

*The Sketch is to graphically illustrate your proposed projects(s)*

## Draw and Label on Sketch (in feet)

- ☐ **All** Structures on the Property and Dimensions
- ☐ **All** Driveways, Access Roads, and Wetlands
- ☐ **Proposed** Structures and Dimensions
- ☐ **Location** and **Size** of Alteration
- ☐ **Location** of Erosion Control Measures
- ☐ **Location** of Disposal, if done on site

- ☐ **Distance** of Alteration to Shoreline (Closest Point)
- ☐ **Distance** of Alteration to Wetlands
- ☐ **Distance** of Proposed Structures to Septic System and Tank
- ☐ **Distance** of Alteration to Property Lines
- ☐ **Distance** of Proposed Structures to Road Centerline
- ☐ **Distance** of Proposed Structures to Road Right-of-Ways

You may submit your own site sketch **IF it has the required information indicated above.**

