

# Permit Information

## Dane County Erosion Control & Stormwater Management



This information sheet outlines the permits needed for many land disturbing activities and development. Check with Water Resource Engineering Division (WRE) staff to determine if your project needs a permit before you begin.

### **Erosion Control Permits** are required to limit soil erosion when a project involves:

- Disturbing or grading more than 4,000 square feet of land, OR;
- Excavating and/or filling more than 400 cubic yards of material, OR;
- Disturbing more than 100 lineal feet of road ditch or existing channel, OR;
- Creating a new public or private road or access drive longer than 125 feet, OR;
- Recording a subdivision plat, OR;
- Other activities that pose a high erosion or water pollution risk, to be determined by the LWRD Director.

### **Shoreland Erosion Control Permits** are required for land disturbing activity in the Shoreland Zone.

The *Shoreland Zone* includes all lands:

- Within 1000 feet of a navigable lake, pond, or flowage; OR
- Within 300 feet of navigable rivers and streams; OR
- Within 75 feet of wetlands; OR
- Within the 100-year floodplain.
- Check with Dane County Zoning first to see whether a Shoreland Zoning or Mitigation Permit is required – call (608) 266-4266.

### **Stormwater Management Permits** are required to permanently manage runoff from the site after construction is complete if your project will involve:

- The cumulative creation of 20,000 square feet or more of impervious surface area after August 22, 2001; OR
- Recording a subdivision plat; OR
- Any development that requires a certified survey map intended for commercial or industrial use; OR
- Redeveloping more than 4,000 sq. ft. of an existing commercial, industrial, institutional, or multifamily use site; OR
- Other activities that pose a high risk of flooding or damage due to runoff, to be determined by the LWRD Director.

### **Application Materials** All permit types require these items:

Application form, notarized statement if applicant is not landowner, fees, plan meeting applicable standards and all required materials, copies of other applications or agency approvals, timetable and construction schedule, cost estimate

### **Additional items for each Permit Type....**

#### **Erosion Control Permits**

- ⇒ A consultant familiar with design and permitting may assist the applicant
- ⇒ Small projects may be eligible for the simplified application process—check with LWRD at (608) 224-3730

#### **Shoreland Erosion Control Permits**

- ⇒ Start the process at Dane County Zoning for a Shoreland Zoning Permit, and determination for a possible Mitigation Permit
- ⇒ Professional Engineer's stamp on plans is required
- ⇒ Small projects may be eligible for the simplified application process—check with LWRD at (608) 224-3730

#### **Stormwater Management Permits**

- ⇒ A qualified person must design and verify installation of permanent stormwater facilities
- ⇒ As-built plans must be stamped by a Professional Engineer
- ⇒ Maintenance agreement is required for permanent facilities
- ⇒ Financial surety may be required

**Permit Fees** Please note, fees have changed as of 1/1/17

Permit	Fee
<b>Erosion Control Permit</b> Issued Under s. 14.45	\$200 base fee + \$0.006/ft <sup>2</sup> of disturbed area
<b>Erosion Control Permit [simplified application]</b> Issued Under s. 14.45 meeting criteria in s. 14.50(2)	\$100 base fee
<b>Shoreland Erosion Control Permit</b> Issued Under s. 11.05(3)	\$400 base fee + \$0.006/ft <sup>2</sup> of disturbed area
<b>Shoreland Erosion Control Permit [P.E. waiver]</b> Issued Under s. 11.05(3) meeting criteria in s. 11.05(2)(c)	\$200 base fee + \$0.006/ft <sup>2</sup> of disturbed area
<b>Shoreland Erosion Control Permit [simplified application]</b> Issued Under s. 11.05(3) meeting criteria in s. 11.05(2)(b) or (d)	\$100 base fee
<b>Shoreland Mitigation Permit</b>	\$400 base fee + \$0.015/ft <sup>2</sup> of new impervious area + \$0.006/ft <sup>2</sup> of redeveloped impervious area OR \$100 flat fee for projects meeting criteria of s. 11.50(6)(a)
<b>Stormwater Management Permit</b> Issued Under s. 14.46	\$400 base fee + \$0.015/ft <sup>2</sup> of new or redeveloped impervious area

**Permit Review Process**

1. If your site is in the Shoreland Zone, please contact Dane County Zoning first at (608) 266-4266.
2. When requesting a permit, two copies of all required submittals must be provided in person at the Dane County Water Resource Engineering Office.
3. Upon verifying the application is complete, the plan is queued for review.
4. Water Resource Engineering staff will inform you or your consultant of permit approval or plan deficiencies within 15 working days.
5. Upon approval of the plan and confirmation that all requirements are met, a permit will be issued.
6. The permit card will be sent to you by email, or you may request to pick it up at the Water Resource Engineering Office.

**Other Information**

**The permit card must be posted and a copy of the approved plan must be kept on site for the duration of permit coverage.**

**Dane County may issue STOP WORK ORDERS and CITATIONS on sites without valid permits.**

**For more information about Erosion Control and Stormwater Management Permits, contact:**

Dane County Water Resource Engineering Division  
5201 Fen Oak Drive, Room 208  
Madison, WI 53718, (608) 224-3730  
[wred-lwrd.countyofdane.com](http://wred-lwrd.countyofdane.com)

