



East Bethel Community Development
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Grading (500-1,000 Cubic Yards) Checklist

Grading plans that would result in the movement of more than 500 cubic yards, but less than 1,000 cubic yards, of material may be approved administratively. Applications deemed complete will be reviewed by Community Development staff and the City Engineer within 30 days. If necessary, the City may impose such modifications and conditions to protect the public interest. Grading permit standards may be found in Section 35 of the City Zoning Ordinance.

Required Materials Checklist

- Land Use Application
 - Application fees and escrow
 - \$50 Application Fee and \$500 Escrow
 - The legal description of the property;
 - Shoreland, floodplain, and wetland designations;
 - Existing and proposed final grades utilizing two feet contour intervals;
 - A tree survey showing all trees having a diameter of six inches or greater and a tree preservation plan;
 - A landscaping plan;
 - A site restoration plan;
 - A Stormwater Management plan that is acceptable to the City Engineer;
 - An erosion and sediment control plan;
 - Proof of applications submitted to other government agencies' for necessary approvals, and/or permits;
 - Any other information that may be required by Community Development staff that demonstrates that the use of this property is consistent with the Zoning Ordinance and the Comprehensive Plan.
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Grading Permit Standards

Grading permits shall be issued only for grading plans which comply with the following:

- The grading plan shall demonstrate that tree preservation has been maximized by adherence to the following:
- Significant trees greater than six inches in diameter shall be destroyed only to the extent necessary for the property to attain a reasonable, but not maximum, use;
- Prior to commencement of grading, all trees identified for preservation shall be identified and grading limits cordoned with a suitable barrier. The barrier shall be located to coincide to the drip line of the tree.
- No construction, compaction, or grading of any kind may occur within these drip lines, except when necessary to save additional significant trees and when the risk to the trees designated for preservation is minimal.

- The grading plan shall use landscaping materials to restore site aesthetics, minimize the visual impact of the work, screen the grading from adjacent property, and enhance the property's developmental potential. All areas altered because of grading activity shall, at a minimum, be restored with seed and disc mulch or sod within two weeks after completion of the activity. The Zoning Administrator may approve an extension of this deadline, if appropriate, but in no case shall site restoration be delayed beyond October 1 of the year in which grading activity is approved. The grading plan shall not result in sites that are unsatisfactory for development of permitted uses.
- The plan shall provide for the removal of any significant amounts of organic material or construction debris from the site.
- In instances where an existing natural or created buffer shall be impacted by grading or filling operations, site restoration shall be completed in a manner that resembles, to the extent possible, the original vegetation and topographic state of the property.
- The plan shall protect wetlands, floodplains, shorelands, public waters, and other natural features to the maximum extent possible.
- The plan shall provide for adequate drainage, stormwater retention, and erosion control measures.
 - Erosion and sediment control measures shall be coordinated with the different stages of construction. Appropriate control measures shall be installed prior to grading when necessary to control erosion.
 - Land shall be developed in increments of workable sizes such that adequate erosion and sedimentation controls can be provided as construction progresses. The smallest practical area of land shall be exposed at any one period of time.
 - When soil is exposed, the exposure shall be for the shortest feasible period of time.
 - Where the topsoil is removed, sufficient arable soil shall be set aside for re-spreading over the developed area. Topsoil shall be restored or provided to a depth of three inches and shall be of a quality at least equal to the soil quality prior to development.
 - Natural vegetation shall be protected to the greatest extent feasible.
 - Based upon the review and recommendation of the City engineer, it may be necessary to divert runoff water to a sedimentation basin before being allowed to enter the natural drainage system.
 - For developers which shall disturb one or more acres of land, **the developer shall also obtain a NPDES construction permit.**

- Solid waste and hazardous waste controls, including concrete washout areas, shall be installed as per the standard specification and guidelines as established within the NPDES general permit for construction activity.
 - Dewatering and basin draining shall be performed according to the guidelines as established within the NPDES general permit for construction activity.
 - When ten or more acres of disturbed soil drain to a common location, a temporary sediment basin must be provided to treat the runoff before it leaves the construction site. A temporary basin shall be installed per the standard specification and guidelines as established within the NPDES general permit for construction activity.
 - The construction site shall be inspected at least once every seven days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. All inspections shall be documented.
 - All permanent and temporary erosion and sediment control practices shall be maintained and repaired whenever necessary to assure the continued performance of their intended function.
 - Final stabilization upon the completion of construction activity needs to be established including the use of perennial vegetative cover on all exposed soils or other equivalent means.
- The plan shall provide for traffic movements to and from the site that do not have significant adverse impacts on area roadways, development, and traffic patterns, and/or congestion. Roads surrounding the site shall be swept as needed to remove any debris that may accumulate as a result of the grading activity. The City may require the installation of a rock entrance pad to the property prior to the grading activity for projects that involve a substantial amount of hauling to or from the site to accommodate removal of mud from construction vehicles.
 - The plan shall include provisions for dust control measures on a regular basis as determined by City staff.
 - The plan shall include a schedule of activities that limits the duration of off-site impacts and disruptions.
 - The plan shall comply with the most current revision of the City of East Bethel's Water Resources Management Plan and the City of East Bethel's Engineering Manual.
 - The plan must be approved, if required, by the watershed district and other state and federal agencies that have jurisdiction prior to the commencement of grading. **The applicant shall submit other government agencies' approvals, and/or permits to the City prior to commencement of grading activity.**
 - The plan shall comply with the Minnesota State Building Code and all other applicable State, County, and City ordinances.