

# Filing for a Dane County Shoreland Erosion Control / Erosion Control or Stormwater Management Permit



## What permits are required?

*Shoreland Erosion Control Permits* (regulated under Chapter 11 of the Dane County Code) are required for ALL earth moving or land disturbances in the Shoreland Zone. The *Shoreland Zone* includes all lands within 1000 feet of a navigable lake, pond, or flowage, and all lands within 300 feet of navigable rivers and streams.

*Erosion Control & Stormwater Management Permits* (regulated under Chapter 14 of the Dane County Code) include a plan and checklist that describes the steps a developer, contractor, or landowner will take to limit soil erosion on disturbed sites. Some projects will also require plans to permanently manage runoff from the site after construction is complete.

## When do I need a permit and which application form should I use?

If your project involves earth moving or a land disturbance, of any size, near any waterway, wetland or floodplain, you will need a *Shoreland Erosion Control Permit*. Use the “*Erosion Control Application Checklist*”. In most cases, you will also need to hire a licensed Professional Engineer to design and stamp the *Shoreland Erosion Control Plan* for the site. Minor projects may be exempt from certain requirements. Check with the Land Conservation Division to see if your project qualifies for an exemption.

You will need to apply for an *Erosion Control Permit* and use the “*Erosion Control Application Checklist*” if your project involves any of the following:

- Disturbing or grading more than 4,000 square feet of land, OR;
- Disturbing land with any slopes greater than 12 percent grade, 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 approval authority.

Some examples of activities requiring an *Erosion Control Permit* are landscaping, earthmoving prior to foundation excavation, parking, roadways, driveways, sidewalks, and many other land disturbing activities. A few activities regulated by other authorities are exempt from county erosion control permit requirements. Check with the Land Conservation Division to see if your project qualifies for an exemption.

If your project will involve the cumulative creation of 20,000 square feet or more of impervious surface area after August 22, 2001, you will also need a *Stormwater Management Permit* and will need to submit a *Stormwater Management Plan* that meets county performance standards. Use the “*Stormwater Management Application Checklist*.” Stormwater requirements apply whether or not Erosion Control or Shoreland Erosion Control Permits are required. Other activities that require a stormwater management plan include:

- Recording a subdivision plat; OR
- Recording 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
- Other activities that pose a high risk of flooding or damage due to runoff

## What is the review process?

Two copies of all materials required for Erosion Control or Shoreland Erosion Control permit applications, along with all plans, must be submitted in person at the Dane County Land Conservation Office. The application is then forwarded to the review staff for technical and design review. Land Conservation staff will inform you or your engineer of any deficiencies in your application and for necessary changes. Applications are usually reviewed within 15 working days after receipt of a complete application at the Land Conservation Division. Once all plan and other permit requirements are met, the Land Conservation Division will approve your permit and issue the permit card. You may then pick up the signed permit card at the Land Conservation Office, or request that it be mailed to you.

**A SIGNED PERMIT CARD MUST BE POSTED PROMINENTLY ON THE SITE BEFORE ANY WORK MAY BEGIN.**

**DANE COUNTY WILL ISSUE IMMEDIATE STOP WORK ORDERS AND CITATIONS ON PROJECTS WITHOUT CURRENT, APPROVED PERMITS POSTED ON-SITE.**

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

Dane County Land Conservation Division  
1 Fen Oak Ct, Room 208  
Madison, WI 53718, (608) 224-3730