



TOWN OF WINFIELD  
SITE DEVELOPMENT PERMIT APPLICATION  
Soil Conservation, Erosion Control and Fill Regulations



**§154.40 Permit Requirement**

- (A) Except as otherwise provided in this chapter, no person shall commence or perform any clearing, grading, stripping, excavating, or filling of land which meets the following provisions without having first obtained a Site Development permit from the town so that the Town can ensure that adequate steps are taken before and during developments to control erosion and its effects.
- (B) This permit will be required for the following activities:
- (1) Any land disturbing activity such as clearing, grading, stripping, excavation, filling, or combination thereof that will affect an area in excess of 4,000 square feet;
  - (2) Any land disturbing activity that will affect an area in excess of 500 square feet if the activity is within 25 feet of a lake, pond, stream, or wetland; or
  - (3) Excavation, fill, or any combination thereof that will exceed 100 cubic yards.

(Ord. 75A, passed 10/17/2000) Penalty, see §10.99

**§154.41 Waiver**

A permit may not be required for certain developmental activities that either clearly implement all of the requirements of this chapter or are clearly below the minimum amount of disturbance to the land. Under these circumstances, the waiver of a permit requirement will be at the discretion of the Town Council.

(Ord. 75A, passed 10/17/2000)

**§154.42 Application and Issuance**

A Site Development permit will be issued by the appropriate agent of the Town after the owner of the property or the authorized agent submits to the Town a permit form furnished for that purpose and containing the following information: name(s) and address(es) of the owner or developer of the site and of any consulting firm retained by the applicant, together with the name of the applicant's principle contact at that firm; the documentation showing the final and existing grade elevations; the name of the land surveyor registered in the state responsible for the documentation as to the elevations, before and after the project, which must be sealed by the surveyor on both documents; and a filing fee of \$150.00.

(Ord. 75A, passed 10/17/2000)



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Applicant Name: \_\_\_\_\_

Address of where work will be completed: \_\_\_\_\_ Winfield IN 46307

Parcel # or Address of Site(s) to be Developed: \_\_\_\_\_

\_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Applicant E-Mail Address: \_\_\_\_\_

Name of Consulting Firm (if applicable): \_\_\_\_\_

Consulting Firm's Address: \_\_\_\_\_

Consulting Firm's Phone Number: \_\_\_\_\_

Consulting Firm's Contact Person: \_\_\_\_\_

Consulting Firm's Fax # or E-Mail: \_\_\_\_\_

**If owner information is different from applicant above, please fill in owner information below:**

Owner Name: \_\_\_\_\_

Owner(s) Address: \_\_\_\_\_

Owner(s) Phone(s) #'s: \_\_\_\_\_

Owner(s) E-Mail Address(es): \_\_\_\_\_

Land Use: \_\_\_\_\_ Agricultural \_\_\_\_\_ Residential \_\_\_\_\_ Commercial

How much land area will be disturbed, in square feet or acreage? \_\_\_\_\_

If the answer to question above is equivalent to one (1) acre or more, a NPDES permit must also be applied for from the State of Indiana in accordance with Indiana Administrative Code 327 IAC 15-5

Is the working taking place within 25 feet of any lake, pond, stream or wetland? \_\_\_\_\_

Total cubic yards to be excavated: \_\_\_\_\_

Or to be filled in: \_\_\_\_\_



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Does the work include construction in a public right-of-way?    \_\_\_ YES            \_\_\_ NO

Does the work include construction within 75 feet of regulated drain?    \_\_\_ YES            \_\_\_ NO

(If the answer above is "yes", permission from Lake County Drainage Board is required)

Provide a brief description of the project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contractor Completing Work: \_\_\_\_\_

Contractor Winfield Registration #: \_\_\_\_\_

Contractor's Address: \_\_\_\_\_

Contractor Phone #: \_\_\_\_\_

Contractor E-Mail Address: \_\_\_\_\_

Provide the estimated time table for land disturbing activities and installation of erosion control measure: \_\_\_\_\_  
\_\_\_\_\_

Estimated Project Cost: \$ \_\_\_\_\_

This application must be submitted completely, along with the following:

Two copies of the project site plan

- A. Two copies of the engineering drawings complete with erosion control plans as specified in 327 IAC 15-5. The erosion control plans shall include a certification by the engineer that:
  - a. The erosion control measures included in the erosion control plan comply with the requirements under Sections 7 and 9 of 327 IAC 15-5, and that the plan complies with applicable state, county, or local erosion control requirements to the best of his/her knowledge; and
  - b. The contract documents specify the implementation of the erosion control plan will be conducted by personnel trained in erosion control practices.
- B. If one (1) acre or more of land area is disturbed, a copy of the NPDES permit from the State of Indiana is required.

If requested by the Town of Winfield, the applicant must be prepared to submit verification that the contractor hired for this project will use personnel trained in erosion control practices to perform the project work.



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**AFFIDAVIT FOR APPLICATION – COMPLETED BY OWNER/GENERAL CONTRACTOR**

The information contained in the attached Site Development permit and plan application with all attached exhibits, are to the best of my (our) knowledge and belief, true and correct.

The owner, lessee, or contractor, hereby agrees to abide by and comply with the conditions of all site development laws of the State of Indiana, and the registration and ordinances of the Town of Winfield, Indiana, and furthermore understands that any variations from the provisions of these laws and ordinances or conditions as stated herein shall constitute a cause for revocation of this permit.

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Name (signature)

State of Indiana  
County of \_\_\_\_\_

)  
)SS Seal:  
)

Notary Name (printed)\_\_\_\_\_

Notary Name (signature)\_\_\_\_\_

Resident of County of:\_\_\_\_\_ State of \_\_\_\_\_

My Commission Expires:\_\_\_\_\_



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**Engineering Fee Notification**

Before any changes of the property can be made, approval must be obtained from the Town's engineering firm.

Review items include, but are not limited to:

- if there is a swale and/or change to the water flow of the property or neighboring properties; or
- if the property contains a wetland that may be affected by change; or
- any other type of land disturbance that may be affected by change

The Town's engineering fees, for review and recommendations, will be charged to the Consulting Firm and/or Property Owner.

Winfield IN 46307

Proposed Property Address

\_\_\_\_\_  
Property Owner/General Contractor Printed Name

\_\_\_\_\_  
Property Owner/General Contractor Signature

\_\_\_\_\_  
Dated