



NO FEE

Submit To:

Fairmont, City Hall
100 Downtown Plaza
Fairmont, MN 56031
507-238-9461

tcowing@fairmont.org

<http://fairmont.org/stormwater-management/>

**Land Disturbance Permit
Notice of Termination/Permit Transfer Form**

General Information: (All requests must fill out this section)

Land Disturbance Permit Number: _____

Project Address: _____

Original Owner Name: _____

Reason for Application: (Check one that applies and go to the appropriate section)

Notice of Termination (NOT) Request

Permit Transfer

NOTICE OF TERMINATION (NOT) REQUEST INFORMATION

NOT requests can be made by email, or mail to City Hall; just ensure the below is completed and the above general section is completed

What You Need to Do:

- Complete final stabilization.
- Remove debris from impervious surfaces, catch basins, BMPs, etc.
- Remove all temporary erosion control devices.
- Provide City with as-built drawings for all permanent BMPs.
- If any of the permitted area is changing ownership, the change of coverage portion of this form must be completed. *NOTE* each parcel of record (building site) must have its own permit.
- Pay all non routine inspection costs or other fees to the City.

What You Need To Know:

- Your site will be inspected by the City to ensure compliance.
- You will receive a confirmation of the NOT being accepted; the NOT automatically becomes effective 15 days after the received/postmarked date unless notified otherwise.
- A completed NOT does not qualify for termination of any permits other than the City's LDP.
- A completed NOT does not exempt any long term BMP maintenance plans.

Internal Use Only

NOT Request Received By: _____

Date Received: _____ Type of Request: _____

New Permit Number: _____

LAND DISTURBANCE PERMIT TRANSFER FORM

Location(s) to Be Transferred: (Use lot & block and/or address; state entire project if applicable)

New Applicant is: Owner Contractor Other (describe)

New Owner Information:

Name:	
Phone:	Email:
Address:	

New Contractor

Name:	
Phone:	Email:
Address:	

Please Check One of the Following:

- I will be using a portion of the Stormwater Pollution Prevention Plan from the original owner.
- I will be using a new Stormwater Pollution Prevention Plan. *If using a new plan then you must submit the plan with this transfer form and it must be approved before work begins.*

I understand as the new permittee for the location described above I am legally accountable with the terms and conditions of the Stormwater Management Ordinance of the City of Fairmont. The undersigned agrees that signing this form obligates the Applicant and Contractor to adhere to any and all ordinances and regulations adopted by the City of Fairmont, as well as requests for further protection as deemed necessary by any employee or agent of the City of Fairmont, or the State of Minnesota. The undersigned accepts full responsibility for the compliance with the Stormwater Management Ordinance and Land Disturbance Permit of the City of Fairmont; and agrees to comply with the Stormwater Pollution Prevention Plan in full. Additionally, right-of-entry onto this property to the City of Fairmont, its employees or agents, for the purpose of ordinance enforcement is granted. I understand that this permit transfer is automatically approved unless notified otherwise within 5 calendar days from receipt, and that this is now my permit which **I should keep for my records.**

I have read and understand the Permit Transfer fact sheet found: (Must read prior to signing below)
<http://fairmont.org/stormwater-management/>

New Applicant Authorized Signature

Date

The location(s) of the site, as described above, being transferred is in compliance with the Stormwater Management Ordinance. I understand that this transfer acts as my permit termination for the above location which automatically becomes effective 5 days after receipt unless notified otherwise; and that I am still responsible for all fees incurred during my ownership. I have provided the new applicant the SWPPP that specifically addresses the remaining construction activity.

Current Permittee Authorized Signature

Date