



Rice Creek Watershed District Permit Assignment Form

Submit to: Rice Creek Watershed District
4325 Pheasant Ridge Dr. NE, Suite 611
Blaine, MN 55449
Fax: 763-398-3088

This Permit Assignment form is designed to allow a permittee to transfer the responsibilities of an existing Rice Creek Watershed District (RCWD) permit for all or a portion of a site to another party without reapplying for permit coverage. (Example: developer sells lots to builder, each builder completes this form.) A new escrow agreement and replacement surety must accompany the permit assignment request, when applicable. Significant changes to the existing permit will not be allowed with this form; a new permit application or amendment request must be submitted in such a case.

DO NOT SELL OR OTHERWISE TRANSFER ANY PART OF AN INCOMPLETE PROJECT BEFORE COMPLETING THIS FORM! Until assignment is approved, the permit holder as well as the current title owner will be responsible for the permit requirements (bare soil stabilization, silt fence removal, etc.) EVEN IF lots are sold and under the control of other parties. Make this form a requirement for completing the sale!

For assistance completing this form, please contact the Rice Creek Watershed District at 763-398-3070.

Permit Assignment Prerequisites

1. Do you have a copy of the site's original RCWD permit, and all associated special stipulation requirements? Yes No
2. Do you have a copy of the latest Grading and Erosion Control Plans for the site? Yes No

STOP: Both of these documents MUST be obtained prior to submitting this assignment form, and should be provided by the original permittee. Continue if you responded yes to questions 1 and 2.

Construction Activity Information

3. Original RCWD Permit Number RCWD # ___ - ___
4. Project name (as listed on the original permit) _____
5. Name of Project within original (if applicable) _____
6. Location of Project
Briefly describe where construction activity occurs and what portion of the project will be under your ownership or control.

Example: Intersection of 15th Street and Washington Avenue, Lots 1-12. Include list of addresses if available.

City or Township MN State Zip Code

7. Project Map - Is the required project location map attached, indicating the location of the property under your ownership/control? Yes No
8. Performance Surety - Have you submitted the appropriate performance surety along with an executed escrow agreement? (Contact RCWD Inspector for surety amount details and template agreement.) Yes No

Responsible Parties

9. Original Permit Holder/Owner

Business or Firm Name		Telephone (include area code)	
Last Name	First Name	Title	Email
Mailing Address	City	State	Zip Code

I certify that I am the original permit holder for the aforementioned Rice Creek Watershed District permit. I consent to the assignment of responsibility for the portion of said permit described by items 6 and 7 above to the party listed below in item 10.

I understand and accept that this assignment does not replace my responsibility for common features in a common plan of development, where applicable.

X

Authorized Signature

Date

This form must be signed by current permit holder responsible for the overall operation of the project that is the subject of this assignment form, be that of a Corporation, Partnership, Sole Proprietorship, Municipality, State, Federal, or Other Public Agency.

10. New Owner

Business or Firm Name		Telephone (include area code)	
Last Name	First Name	Title	Email
Mailing Address	City	State	Zip Code
Last Name (Alternate Contact)	First Name	Email	Telephone (Include area code)

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision and that all information is, to the best of my knowledge and belief, accurate, and complete.

I also certify under penalty of law that I have read, understand, and accept all terms and conditions of the Rice Creek Watershed District permit referenced above. I recognize that the surety monies submitted with this form will be used to fulfill these terms and conditions should they not be completed in an acceptable and timely manner as determined by a Rice Creek Watershed District Inspector.

X

Authorized Signature

Date

This form must be signed by the person responsible for the overall operation of the project that is the subject of this assignment form, be that of a Corporation, Partnership, Sole Proprietorship, Municipality, State, Federal, or Other Public Agency.

11. New Erosion Control Contact (if different from New Owner)

Business or Firm Name		Telephone (include area code)	
Last Name	First Name	Title	Email
Mailing Address	City	State	Zip Code
Last Name (Alternate Contact)	First Name	Email	Telephone (Include area code)