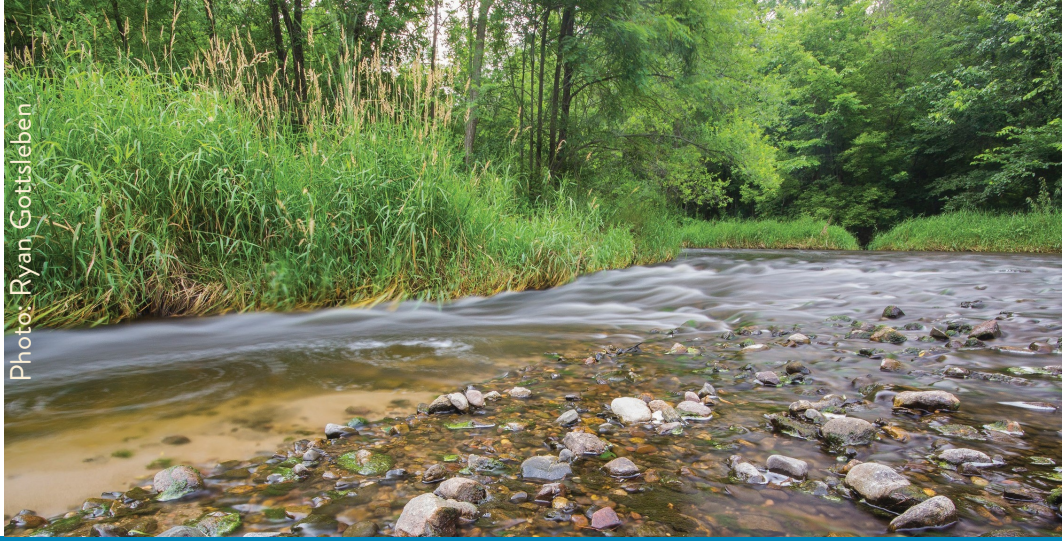




Photo: Ryan Gottlieb



This guide references rules
4.3.5, 3.4.7, 6.5

Maintenance Agreements for Public Entities

Importance:

Maintenance agreements help ensure infrastructure for stormwater, wetland buffers, and waterbody crossings are maintained. When a maintenance agreement is required for a watershed permit, follow these steps:

Drafting:

- Download the maintenance agreement template for public entities from <https://www.ninemilecreek.org/permits/>
- Follow directions and fill in blanks to the best of your ability. Be sure to include a draft Exhibit A where the features are labelled on a site plan.
- Send to NMCWD for a check of the draft. NMCWD staff will correct any issues and send back to you.

Execution:

- *An official in authority* is required to sign on the side of the permit applicant (public entity such as city, school district, Hennepin County, state agency, etc.).
- Send document signed by official in authority to NMCWD. When it is received, this condition will be considered complete on the part of the permit applicant. NMCWD's Board President (or other leader) will sign and NMCWD staff will distribute the executed copy.
 - **Note:** NMCWD's Board of Managers only meets 1-2 times per month. A delay in the document's signing by NMCWD Board President does not delay the permit.