



Missaukee Conservation District Soil Erosion and Sediment Control Program

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<http://missaukeecd.org/soil-erosion/>
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Permit Application: Soil Erosion and Sediment Control Program

Why are permits needed? Clean water is important! Sediment is considered the leading pollutant in Michigan’s waterways. Fertilizers, petrochemicals, and other pollutants easily attach to sediment particles and are carried into waterways by erosion. Sediments pollute water bodies, covering fish habitat and spawning beds.

Who needs an application? Applications are required for any soil disturbance:

- within 500 feet of a body of water, i.e., river, stream, creek, lake or
- if you are disturbing over 1 acre of land, no matter the distance to water.

Waivers are available for some projects of small size or duration. Waivers must be filed before start of project. Permits are not issued the same day applications are received and require an initial site inspection. Permits remain open for one year. Once soils are stabilized, sites are no longer at risk of erosion; then permits are closed.

\$15	Application fee
\$75	Residential projects; Projects 1 acre or less; and mechanical beach tilling (includes up to 4 site inspections)
\$295	Projects greater than 1 acre (includes up to 4 site inspections)
\$50/inspection	Additional inspection fee, if required. Permit fee includes up to 4 sites visits. If project requires additional inspections, they will be charged at \$50 per visit.
Fines	Projects started without a permit will be issued \$50 for first offense, and \$100 for each additional offense. Other fines may be charged in accordance with County Ordinance and State Law.
Waiver	Free, but Waiver form must be completed prior to start of project

Landowners or contractors may complete the application. A letter of consent with the landowner’s signature is required if the contractor or other designated agent is signing the application. Both are responsible for making sure the plan, as documented on the application, is followed. Applications are intended to help landowners develop a suitable plan to prevent erosion. Preventative measures to control erosion are far cheaper than the costs of cleaning after erosion occurs. If sediment enters water or project alters flow to neighboring properties, cleanup will be required and civil fines may be incurred.

Permits must be applied for *prior to* obtaining a building permit. **If soil is disturbed prior to obtaining a Soil Erosion and Sedimentation Control (SESC) permit, additional fees are charged.** Application is to be completed to the best of applicant’s ability. Schedule an appointment if you would like free assistance. It is recommended the landowner or designated agent meets the SESC agent at the site. Missaukee Conservation District will provide application copies free of charge. Additional information (application, waivers, and best management practice guides for the proper use and installation of SESC measures for the prevention of soil erosion) are posted at <http://missaukeecd.org/soil-erosion/>.

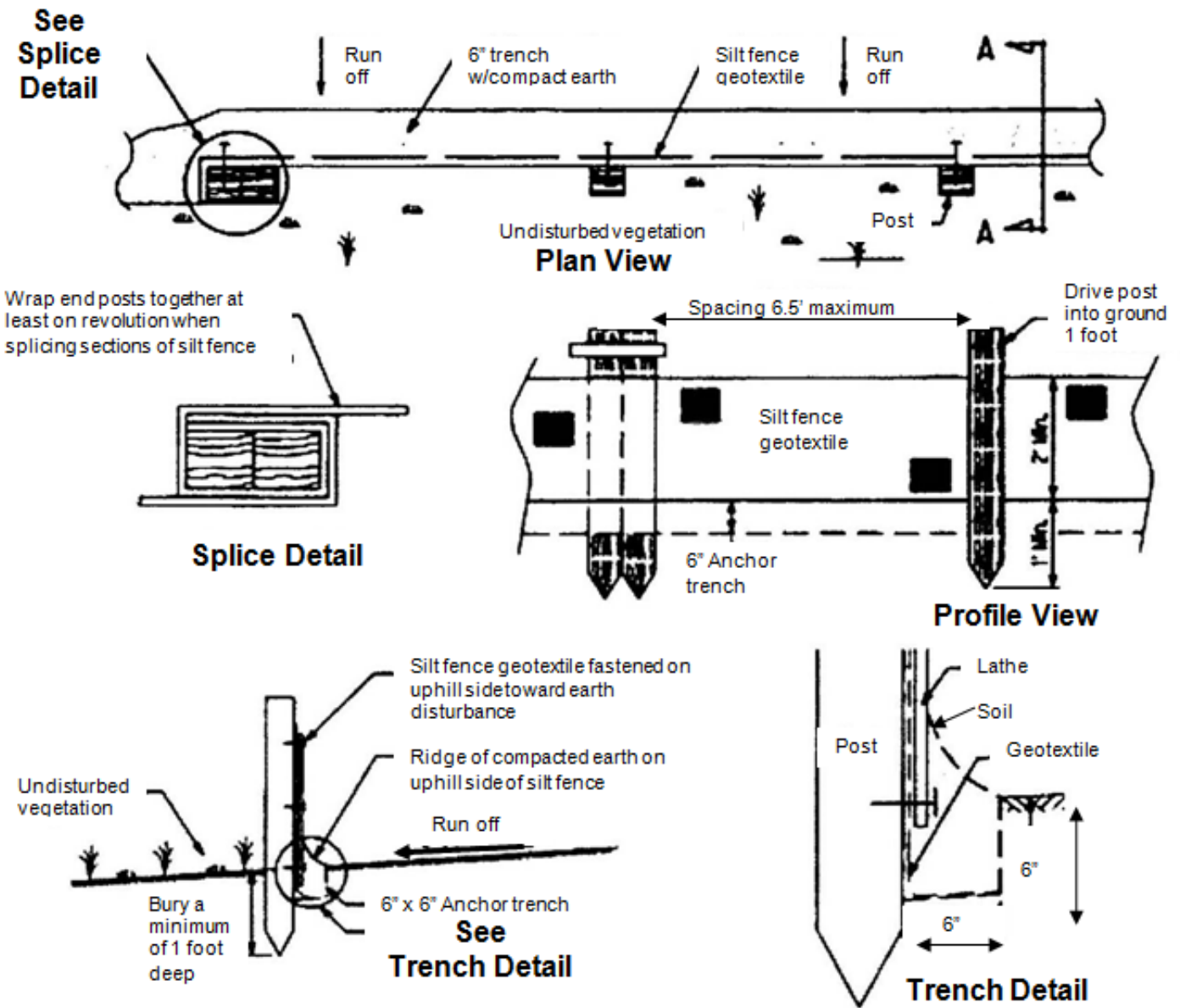
Legal Setbacks and Additional Permitting: Norwich, Pioneer, Bloomfield, Caldwell and Forest Townships on creeks feeding into the Manistee River have setback restrictions. This area is part of the Upper Manistee River Watershed and part of the Natural Rivers Act. It requires an additional free permit through Michigan Natural Rivers Program. Contact Brian Bury, Upper Manistee River State Zoning Administrator, at 989.732.3541, ext. 5088, or e-mail buryb@michigan.gov. Projects close to wetlands or along shorelines of lakes and streams are subject to additional permit requirements. For additional information, contact Sue Conradson, DEQ Water Resources Division at 231.876.4443.

Part 91 of PA 451, which governs the Soil Erosion and Sedimentation Control Program, can be read by clicking on the following link, <http://legislature.mi.gov/doc.aspx?mcl-451-1994-ii-2-soil-conservation-erosion-and-sedimentation-control-91>.

Silt Fence Installation

Correct installation is critical. Silt fence will not work on all sites. If not installed properly, they can be useless. For more information, ask this office for DEQ's Best Management Practice guide for silt fence. **Landowners will be required to fix improperly installed fences and may be subject to violations if their improper use results in sediment leaving the property.**


- Must be trenched in a minimum of six inches
- Install stakes on the down-slope or undisturbed
- Install along the same contour
- Wrap joints to provide seal between two runs of fence
- Turn ends uphill



**PART 91 of P.A. 451, 1994
SESC PERMIT APPLICATION**

SOIL EROSION/SEDIMENTATION CONTROL

Office Use Only	Date Received	Permit No.
	Date Issued	Receipt No.
	Expiration Date	Priority ID

	Enforcing Agency: Missaukee Conservation District 6180 W. Sanborn Road, Suite 3 Lake City, MI 49651 Phone: 231.839.7193 Fax: 231.839.5411	Inspector
		Application Fee \$15
		Permit Fee
		Total Fee
		Paid

Please Note: THIS IS A FOUR PAGE FORM AND EACH PAGE MUST BE COMPLETE. OWNER OR DESIGNATED AGENT AND RESPONSIBLE PARTY ORIGINAL SIGNATURES ARE REQUIRED. THE APPLICATION FEE IS AN AUTOMATIC NON-REFUNDABLE FEE. INCOMPLETE OR UNSIGNED APPLICATIONS WILL BE RETURNED TO THE APPLICANT.

PERMIT FEE SCHEDULE

Rate	Earth Change Description
\$75	Single residential OR Projects that alter less than 1 acre of land (includes up to 4 site inspections)
\$295	Projects that alter 1 or more acres of land (includes up to 4 site inspections)
\$75	Mechanical beach tilling (Permit valid for 2 years for this purpose only.)
\$50	Additional inspection fee, if required. Permit fee includes up to 4 sites visits. If project requires additional inspections, they will be charged at \$50 per visit.
\$50-\$100	Projects started without a permit issued will be charged an extra \$50 for the first offense. Second offense and thereafter will be charged \$100 each offense.

LOCATION OF PROPOSED EARTH CHANGE ACTIVITY (Include map on a separate page):

Parcel (Tax ID) Number: _____ Subdivision: _____ Lots: _____
 Street Address or Location: _____
 *and nearest crossroads: _____
 Township/Village/City (circle one) of: _____ Section _____ T _____ N R _____ W

DESCRIPTION AND DATES OF EARTH CHANGE ACTIVITY

Describe Project:	
	Size of Earth Change (sq. feet or acres)
Nearest Water body	Distance to Water body (feet)
Date Project to Start	Date Project to be Completed

LANDOWNER

Name	Phone
Address	Cell
City, State, ZIP	e-mail

DESIGNATED AGENT (If applicable)

Name	Phone
Address	Cell
City, State, ZIP	e-mail
Company:	



Missaukee Conservation District

Part 91 of P.A 451, 1994

Soil Erosion and Sedimentation Control (SESC) Signature Page

I (we) affirm that the information is accurate and that I (we) will conduct the described earth change in accordance with Part 91 of P.A. 451, 1994, as amended, its corresponding rules, applicable local ordinances, and any agreements accompanying this application. I (we) further affirm that the attached Site Plan, Soil Erosion Control Plan and Checklist have been completed and I (we) understand the Special Conditions stated on the permit and will implement said Special Conditions as well as the Earth Change Requirements listed here.

EARTH CHANGE REQUIREMENTS

1. Design, construct and complete the earth change in a manner that limits the exposed area of disturbed land for the shortest period of time.
2. Remove sediment caused by accelerated soil erosion from runoff water before it leaves the site of earth change.
3. Temporary or permanent control measures shall be designed and installed to convey water around, through, or from the earth change at a non-erosive velocity.
4. Install temporary soil erosion and sedimentation control measures before or upon commencement of the earth change activity and maintain the measures on a daily basis. Remove temporary soil erosion and sedimentation control measures after permanent soil erosion measures are in place and the area is stabilized. *(Stabilized means the establishment of vegetation or the proper placement, grading, or covering of soil to ensure its resistance to soil erosion, sliding or other earth movement.)*
5. Complete permanent soil erosion control measures for the earth change within five calendar days after final grading or upon completion of the final earth change. If it is not possible to permanently stabilize the earth change, then maintain temporary soil erosion and sedimentation control measures until permanent soil erosion control measures are in place and the area is stabilized.

SIGNATURE OF LANDOWNER OR DESIGNATED AGENT

Please include email or fax a letter of consent, naming the designated agent – MUST be signed by the landowner.

X _____ **Date** _____

Print Name Here

ON-SITE RESPONSIBLE PARTY'S SIGNATURE REQUIRED

NOTE: IF LANDOWNER IS ALSO THE ON-SITE RESPONSIBLE PARTY, LANDOWNER MUST SIGN TWICE.

X _____ **Date** _____

Print Name and Title Here

Company

Address

City, State, Zip

Phone

e-mail



Missaukee Conservation District
Part 91 of P.A. 451, 1994,
Soil Erosion and Sedimentation Control (SESC) Written Plan

To develop an effective sediment control plan, the following information is required. Incomplete applications will not be processed.

- 1) Soil information: _____
- 2) Where the earth will be taken from and spoils placed: _____

- 3) Predominant land features (*ex. stream banks, trees, wetland, etc.*): _____

- 4) Slope information (*ex. if property at earth change rises 8' in 100' then slope is 8%*):
 No slope (less than 2%) Greater than 2%
- 5) Timing and sequence (*projects of shorter duration may receive reduced fees*):
Temporary SESC measures placed _____
Excavation will begin: _____
Excavation phase 2 (if applicable): _____
Seeding/permanent measures installed _____
Final inspection, followed by removal of temporary measures: _____
- 6) Temporary SESC measures (*check all that apply*):
 Silt fence Waddle(s)
 Straw blanket(s) Slope erosion control devices
 Sediment log(s) Storm drain protection bag(s)
Other: _____
- 7) Maintenance schedule for temporary measures: (*check all that apply*)
 Check all devices before *and* after storm events Empty sediment from storm drain protection bag(s)
 Remove back-filled debris from silt fence once it is 50% filled Immediately replace damaged silt fence(s) or other sediment control device(s)
 Leave grass unmown between project and water for greater protection Replace straw/mulch over exposed soils when wind or storms remove
Other: _____
- 8) Permanent SESC measures to achieve soil stabilization: (*check all that apply*)
 Install shrubs, trees, or other deeply rooted native plants to protect landscape
 Seed and mulch site no more than 5 days after final grade is achieved
Other: _____