



Missaukee Conservation District
Soil Erosion and Sediment Control Program
 6180 W. Sanborn Road, Suite 3
 Lake City, MI 49651
 Ph 231.839.7193 Fax 231.839.5411
<http://missaukeecd.org/soil-erosion/>

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.

Prioritization Matrix and Fee Schedule		
Residential and Commercial Projects – application fee \$15; permits duration 1 year plus permit fee		
Project Priority /Fee	Inspection Frequency	Description
High priority \$295	Inspection at least 1 time every 2 weeks of open permit, OR after significant rain events	Earth disturbance is over 5 acres AND has a <i>direct connection</i> (immediately adjacent to or point source discharge to) <i>surface waters or adjacent property.</i>
Moderate Priority \$150	Inspection at least once per month	Earth disturbance <i>over 5 acres with no direct connection</i> to surface water or adjacent property OR Site <i>under 5 acres with direct connection</i> to surface water or adjacent property.
Low Priority \$125	Inspection at least once every 2 months	Earth disturbance <i>under 5 acres AND no direct connection</i> to surface water or adjacent property.
Very Low Priority \$100	<ul style="list-style-type: none"> • inspection prior to issuance, and • after control measures are in place based on construction schedule, and • upon confirmation of site stabilization and closure 	Earth disturbance less than 1 acre AND flat site with more than 50 feet of established buffer on sandy or light soils.
Construction Projects at Agricultural Operations – Farms with approved conservation plans with NRCS, MAEAP or DEQ qualify for reduced rate. Farms without such status must refer to the Residential/Commercial rates; duration 1 year. Construction projects do not receive exemptions. These include: Barn construction; Silage pad/Leachate containment construction; Agrichemical handling facilities; Buildings for livestock, dry feed or equipment; Driveways and parking areas; Manure pits. See exemptions at http://missaukeecd.org/maeap/permit-exemptions-for-agriculture/ .		
Very Low Priority \$100	See description above.	Farm holds the following status: NRCS Conservation Plan, MAEAP verification, DEQ CAFO
Utility Companies (gas, oil, cable, phone, electric lines) – application fee \$125 plus permit fee; permit duration 1 year.		
\$295	<ul style="list-style-type: none"> • inspection prior to issuance, and • upon confirmation of site stabilization and closure 	½ mile length or more. Additional fees may apply for larger projects.
Other		
\$50-\$100	N/A	Fees assessed for disturbing soils under any of the above descriptions without a SESC permit.

This matrix is intended to provide an overview for how sites are prioritized for inspection in Missaukee County. However, the Missaukee County Enforcing Agency reserves the right to use additional criteria (such as soil type, slope, and type of resource at risk) as mitigating circumstances when deciding whether a site is High, Moderate, Low, or Very Low priority. At a minimum, all sites will be inspected prior to permit issuance and upon confirmation of site stabilization and closure, as required by state law. Site prioritizations do not limit the frequency or amount of inspections; additional inspections will be conducted at the discretion of agents.

Landowners or contractors may complete the application. A letter of consent (or filling out the form below) 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>.

I, _____(landowner)

authorize _____(contractor/third party)

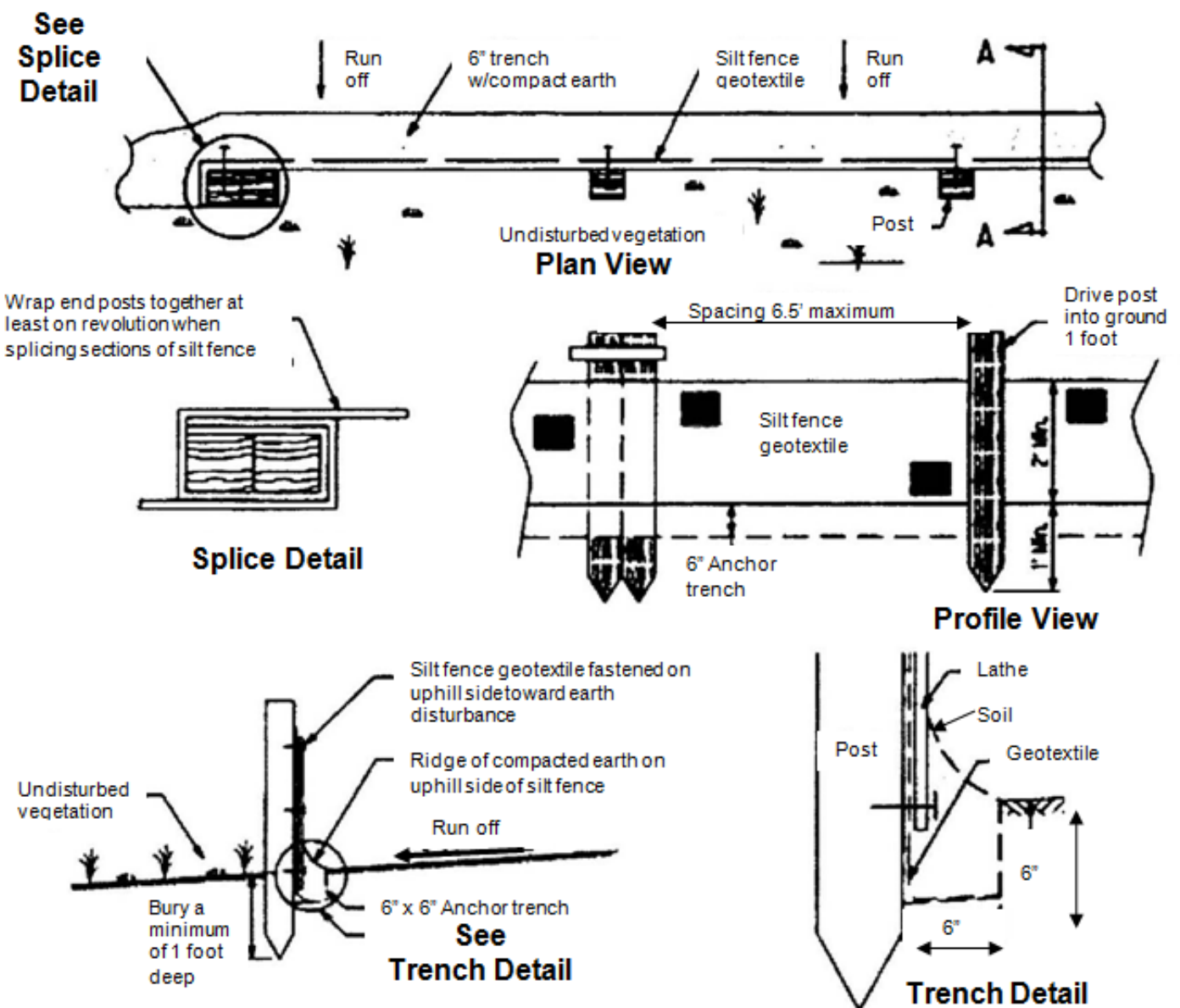
to act as the Designated Agent for the project described in the attached application and SESC plan.

(landowner signature & date)

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
		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.

PLEASE USE THE PRIORITIZATION MATRIX AND FEE SCHEDULE ON THE FRONT PAGE OF THIS APPLICATION PACKET TO DETERMINE THE TOTAL FEE DUE. MOST LAKE FRONT PROJECTS ARE CONSIDERED "MODERATE" PRIORITY.

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: _____ 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 HOME ADDRESS & INFORMATION

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: _____