

**PERMIT APPLICATION for Part 91
SOIL EROSION AND SEDIMENTATION CONTROL**



City of Alpena
208 N. First Avenue
Alpena, MI 49707
(989)-354-1760

OFFICE USE ONLY

Permit # _____
Date Issued _____
Expiration Date _____
File Number _____

1. APPLICANT (Please check if applicant is the landowner or designated agent*)

Name: <input type="checkbox"/> Landowner <input type="checkbox"/> Designated Agent			
Address			
City	State	Zip Code	Area Code/Telephone Number

2. LOCATION

Section	Town	Range	Lot Nos.	Township	Subdivision
City/Village		County		Street Address	

3. PROPOSED EARTH CHANGE

Describe Project			Size of Earth Change (acres or square feet)
Name of and Distance to Nearest Lake, Stream, or Drain		Date Project to Start	Date Project to be Completed

4. SOIL EROSION AND SEDIMENTATION CONTROL PLAN (Refer to Rule 323.1703)

Note: _____ complete sets of plans must be attached.	Estimated Cost of Erosion and Sediment Control
	Plan Preparer's Name and Telephone Number Area Code ()

5. PARTIES RESPONSIBLE FOR EARTH CHANGE

Name of landowner (if not provided in Box No. 1 above)		Address		
City	State	Zip	Area Code/Telephone Number	
Name of Individual "On Site" responsible for earth change		Company Name		
Address	City	State	Zip Code	Area Code/Telephone Number

6. PERFORMANCE DEPOSIT (IF REQUIRED BY THE PERMITTING AGENCY)

Amount Required \$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Certified Check <input type="checkbox"/> Irrevocable Letter of Credit <input type="checkbox"/> Surety Bond				
Name of Surety Company				
Address	City	State	Zip Code	Area Code/Telephone Number

I (we) affirm that the above information is accurate and that I (we) will conduct the above described earth change in accordance with Part 91, Soil Erosion and Sedimentation Control, for the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, applicable local ordinances, and the documents accompanying this application.		
Landowner's Signature	Print Name	Date
Designated Agent's Signature*	Print Name	Date

*Designated agent must have a written statement from landowner authorizing him/her to secure a permit in the landowner's name.

Erosion Control Permit Application Content

Assurance of Compliance Bond

At the discretion of the Municipal Enforcing Agent.

Refund Policy

Permit fees and site evaluations, for sites that are determined by the inspector not to need a permit, are 100% refundable. If a request to cancel the permit is received prior to the first site inspection, the permit fees are 100% refundable. If a request to cancel the permit is received after the first site inspection, the permit fees are 50% refundable. Refunds are mailed after the first Thursday of the month.

Legal Action

Failure to obtain an earth change permit prior to construction constitutes a civil infraction subject to a fine of \$2,500.00. This requires work stoppage until litigation is completed. In lieu of civil action, the Alpena City Council has sanctioned the right of the enforcing officer to **DOUBLE THE PERMIT FEES** where activities have started without a permit.

Permit Procedures

In accordance with Part 91 of Act 451 of 1994, and its corresponding general rules, the undersigned herewith makes application for a permit to undertake the proposed earth change. Permit requirements are as follows:

1. The application must be accompanied by a Soil Erosion Control Plan and any other documents required by the Municipal Enforcing Agency (MEA).
2. The Soil Erosion Control Plan must be approved by the MEA.
3. Commercial projects must include the following with the site plan.
 - a) Blueprints or detailed drawings, with a description of the physical limits of earth change.
 - b) A description and location of all existing and proposed on-site drainage facilities.
 - c) A description and location of all existing and proposed erosion control measures.
 - d) Hydrologic documentation based on a 10 year, 24 hours frequency storm.
 - I. Both pre and post-development peak discharge must be documented.
 - II. Peak outflow runoff discharge must be at non erosive velocities.
4. Commercial projects that require critical erosion control measures or that require stabilization measures involving expenditures of more than \$750.00 will require a surety bond posted with the MEA by the owner of the property and a corporate surety agency.
5. A State prescribed permit will be issued and may include special restrictions required by the MEA. **All permits must be available on site for inspection.**

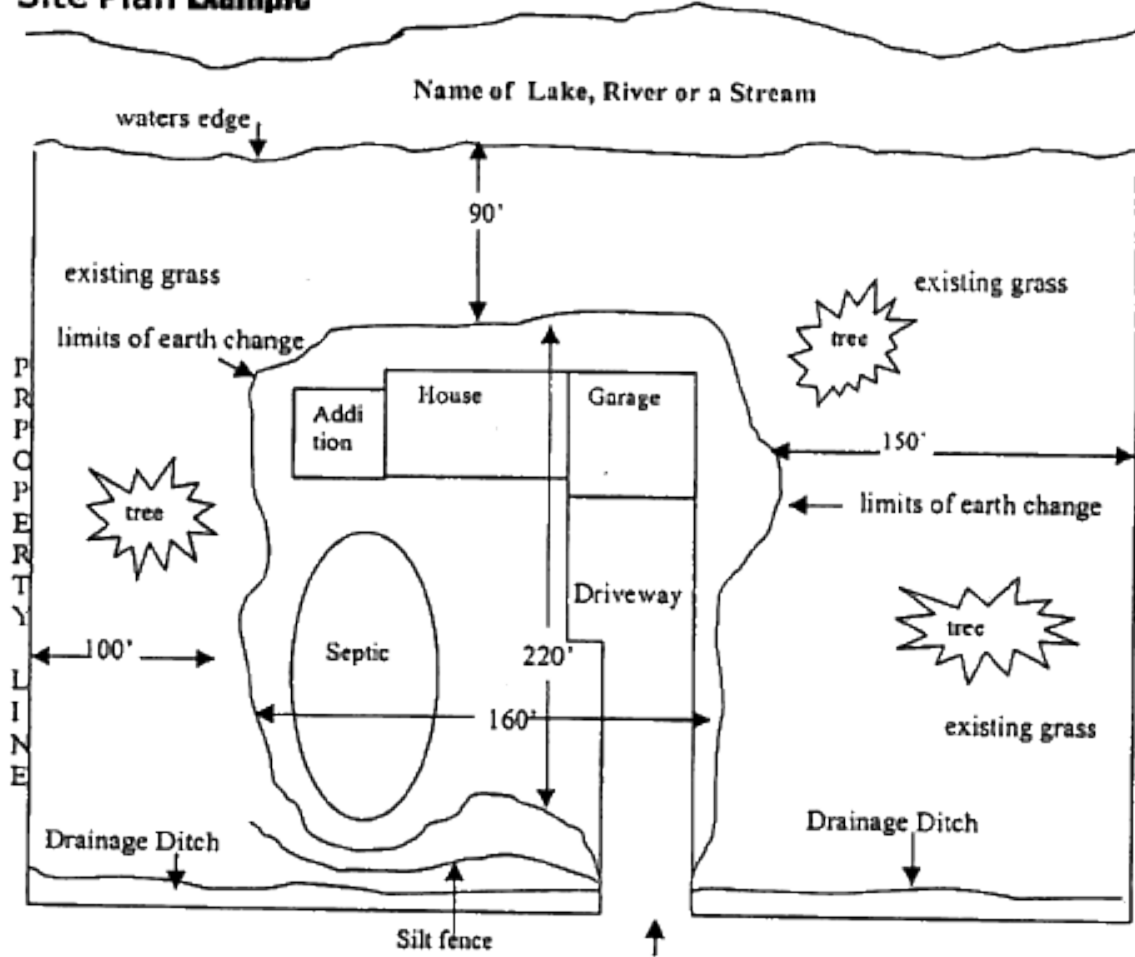
General Earth Change Requirements

A person shall:

- 1) Conduct earth changes in a manner that will effectively reduce accelerated erosion resulting in sedimentation.
- 2) Plan, implement, and maintain acceptable soil erosion and sedimentation control measures in conformance with Part 91.
- 3) Design, construct, and complete earth change in a manner that limits the exposed area for the shortest possible time.
- 4) Remove sediment caused by accelerated soil erosion from runoff water before it leaves the site of an earth change.
- 5) Install temporary erosion and sedimentation control measures before or upon commencement of the earth change activity and shall maintain measures on a daily basis. These measures shall only be removed after permanent measures are in place and the area is stabilized.
- 6) Make the site plan available for inspection at all times at the site of an earth change.
- 7) Complete permanent control measures for all slopes, channels, ditches, or any disturbed land area within 5 calendar days after final grading.
- 8) Contact the Alpena City Building Department upon the decision to alter the site plans, prior to making these changes on site.

Natural Resource and Environmental Protection Act PA 451, 1994 stated in Part 91, Soil Erosion and Sedimentation Control, that a **Soil Erosion Permit is required** in the State of Michigan if: an EARTH CHANGE is within 500 feet of a lake, river or a stream and/or the EARTH CHANGE is disturbing 1 or more acres.

Site Plan Example



Name of Your Road

underground culvert-silt fence may be needed
ask your soil erosion officer

Site Plan Requirements (Please Include);

A scaled map like the one above, structures (house, garage, shed), drainage characteristics, slopes, vegetated areas including trees and grass, soil type (sand, silt or clay), limits of proposed earth change with proximity to water and adjoining property lines, temporary and permanent erosion measures when needed and estimated timing and sequence of earth activities.

Site Plan Timing/Sequence Date Checklist;

Culvert and/or Driveway _____ Excavation/fill placement _____

Well/Septic Installation _____ Building(s) construction _____

Building completion _____ STABILIZATION of earth _____

Signature _____

Fee Schedule
ENVIRONMENT
Soil Erosion and Sedimentation Control

Soil Erosion and Sedimentation Control Permit*	Effective Date	Type
\$100 plus \$10 per acre of site involved	7-01-09	Resolution
100% Bond - Depends on the project	6-03-78	Resolution

*with Building Permit; additional charge of \$10 per acre is waived.