



LAPEER COUNTY HEALTH DEPARTMENT

ENVIRONMENTAL HEALTH DIVISION

Soil Erosion & Sediment Control Program

1800 Imlay City Rd. Lapeer, MI 48446

(810) 667-0392 – Fax # (810) 667-0283

COMMERCIAL PERMIT APPLICATION

PART 91, SOIL EROSION AND SEDIMENTATION CONTROL OF THE NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT OF 1994, AS AMENDED, REQUIRES LANDOWNERS TO OBTAIN A PERMIT FOR ALL EARTH CHANGES OR DISTURBANCES ON THEIR PROPERTY THAT EXCEED 1 ACRE OR ARE WITHIN 500 FT OF WATER'S EDGE, INCLUDING WETLANDS, UNLESS SPECIFICALLY EXEMPTED. LAPEER COUNTY ORDINANCE ALSO REQUIRES PERMIT ISSUANCE BEFORE WORK BEGINS.

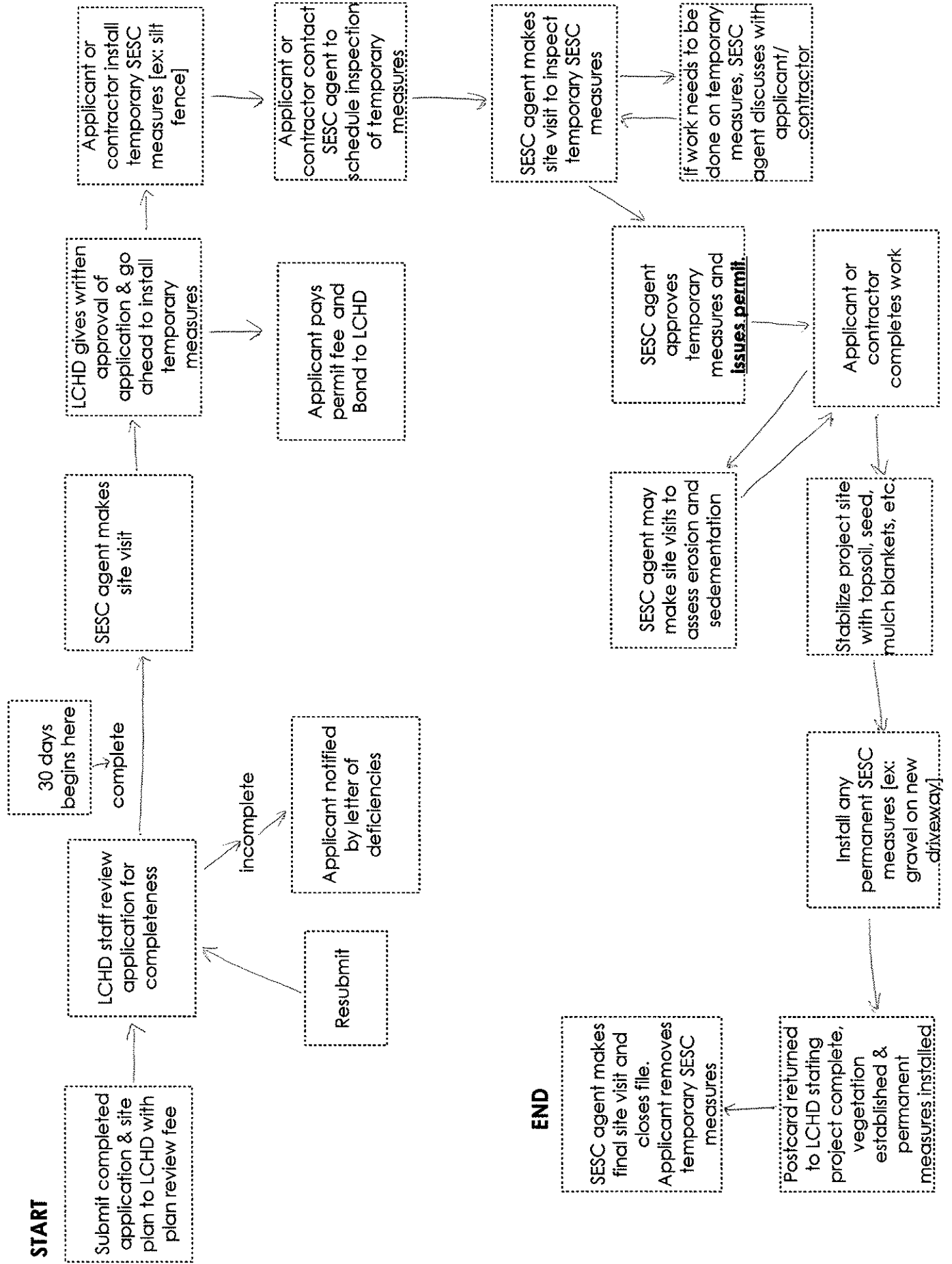
1. Please plan ahead. The permitting process may take up to 30 days with complete information.
2. Complete the application form in this packet, attaching the site plan and the SESC construction and maintenance schedule.
3. Use the Plan Requirements Checklist to assure your site plan is complete. Not including all requirements on the site plan is the most common reason for delay in permit issuance.
4. Fill out the SESC Construction and Maintenance Schedule for the project. An incomplete installation schedule is another common reason for permit delay.
5. Submit the application, site plan, construction schedule and all temporary and permanent erosion and sedimentation control plans to the Lapeer County Health Dept Environmental Health Division with the plan review/application fee. Applications are reviewed in the order they are received by the department.
6. Please review the bond amounts listed in the Fee Schedule and be prepared to submit bond before project can be approved for permit.



Other Information:

1. Once the project has been approved and permit issued, the Soil Erosion Agent will make site visits to assess project site entrance, temporary soil erosion measures, any drainage facilities on site, and during construction. The Agent will also make site visits after large rainfall or snow melt events or high winds. Site Inspection Reports will be issued at each visit with comments or deficiencies.
2. Permits are valid for 1 year from issue. If an extension is needed, that can be arranged by request with additional fee.
3. When the project is completed, Notice of Completion should be submitted to LCHD so staff may note end of project and owner may request bond return. Thick and full vegetative cover and/or covered drives and parking lots must be established/installed before bond can be returned.

General Process for Commercial Projects



LAPEER COUNTY
COMMERCIAL
PERMIT APPLICATION
for Part 91
SOIL EROSION AND
SEDIMENTATION CONTROL

OFFICE USE ONLY

Permit Number
Date Issued
Expiration Date
Application 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	Township	City/Village	County
Subdivision		Lot No.	Tax ID Number	Street Address	

3. PROPOSED EARTH CHANGE

Project Type: <input type="checkbox"/> Residential <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Land Balancing		
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: One (1) complete set of plans must be attached.	Estimated Cost of Erosion and Sediment Control Measures
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 (Required by the permitting agency- refer to Fee Schedule for amount.)

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 No.

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, of 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.

SESC CONSTRUCTION AND MAINTENANCE SCHEDULE

PROJECT NAME: _____

ANTICIPATED START DATE: _____

ANTICIPATED END DATE: _____

Construction Schedule

Construction Sequence	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Temporary SESC measures												
Strip & Stock Pile												
Rough Grading												
Underground Utilities												
Road Installation												
Building Construction												
Permanent SESC Measures												
Final Grade												
Landscaping												

Maintenance Schedule

Maintenance Sequence	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Street Sweeping												
Silt Fence												
Maintain Buffer Strips												
Inlet Structures												
Seedling & Mulching												
Sediment Basins												
Rip-Rap												
Remove Temporary SESC												

Seeding & Planting Schedule

Temporary : refer to Tables 4 & 6 in MDEQ 'Guidelines for Vegetative Erosion Control.

Area on Plan	Mix #	Common Name	Natural Drainage Class Suitability	Suitable Uses	Rate lb/acre

Permanent : refer to same tables

Area on Plan	Mix #	Common Name	Natural Drainage Class Suitability	Suitable Uses	Rate lb/acre

Trees & Shrubs: refer to Table 7 in MDEQ 'Guidelines for Vegetative Erosion Control.'

Area on Plan	#	Common Name	Scientific Name	Drainage Class	Notes

PLAN REQUIREMENTS CHECKLIST

COMMERCIAL Site Plan

Please read this checklist before completing scaled project drawing/site plan

Certain information is essential to building super structures and land balancing [earth disturbance] projects so they do not increase soil erosion and sedimentation in Lapeer County's waterways and wetlands. Rules 1703 and 1706 describe requirements for site plans and controls for erosion and sedimentation. This checklist gives details to help applicants meet requirements and think through both temporary and permanent soil erosion and sedimentation control plans.

⌚ SITE LOCATION SKETCH. This is a map showing Township name, town, range, section number. Include legal description, cross roads and designate north on the map.

⌚ A SCALED SITE PLAN OF THE PROJECT. The site plan must be to scale and not more than 200 feet per inch. This drawing will show all the details of the project. Rule 1703 designates what THE SITE PLAN MUST INCLUDE:

1. All buildings and proposed buildings, parking areas, natural and man-made drainage ways, existing and proposed dewatering facilities.
2. Driveway, roads, septic fields and wells on the property.
3. The limits of the earth disturbance/ project area in feet. The physical limits of each proposed change must be noted on the site plan. Include removal of natural ground cover, cut and fill activities, any stock piles of soil, and areas to be graded.
4. Distances in feet to all surface bodies of water and drainage areas including man-made or natural lakes, ponds, streams, creeks, county drains, drain tiles, and wetlands.
5. Show which way the project area is sloping on the site plan. Show existing land slope and any changes proposed for the project. Slope may be noted in ratio or percentage. Contour maps may also be used.
6. Note the type of soils in the project area or include a soil survey of the parcel. [Sand, clay, loam, etc.]
7. Predominant land features must be noted: hills, flat areas, large boulders, forested areas, valleys, etc.
8. Show all drainage facilities on the site plan. On-site ditches, drainage tiles, and any dewatering facilities.

9. Draw on the site plan where temporary soil erosion and sedimentation controls will be installed and label what they are, i.e.: silt fence, temporary berms, silt sack in storm drain, etc.
10. Stabilization measures should be noted when final grade is achieved and project completed. [Topsoil/seeding.]
11. Provide a description of each, and draw the location of Permanent SESC Measures to be installed after project completion to inhibit soil erosion and control sediment on site. Examples: Place and tack sod sections over disturbed area. OR- pave drive and parking area.
12. Detail the maintenance schedule for any permanent SESC measures. Make note of the person in charge of maintaining controls after the project is complete.

⌚ SESC CONSTRUCTION AND MAINTENANCE SCHEDULE. Fill in the chart on page 3 of the permit application with the timetable on construction anticipated for the project.

LAPEER COUNTY HEALTH DEPARTMENT

SOIL EROSION AND SEDIMENTATION CONTROL PERMIT FEE SCHEDULE

EFFECTIVE: May 17, 2013

Requirements Permit: Any earth change which disturbs one or more acres of land or if the earth change is within 500 feet of a lake, river, or watercourse of Lapeer County.

Permit fees are based upon site by location and the risk of potential erosion problems.

Classification System:

Class	Description
Exemptions (Does not require a permit or waiver)	A residential property owner may conduct the following activities on individual residential property owned and occupied by him or her: Farming* (plowing or tilling of land for the purpose of crop production nor harvesting of crops), Gardening, Stump and root removal; Post Hole Digging (for fencing, decks, mail boxes, etc. if no additional grading is done) If stabilized within 24 hours property owners may: Plant trees, shrubs, etc.; Temporarily stockpile soil, sand or gravel not greater than a total of 10 cubic yards and at least 100 feet from the water; Seawall maintenance that does not exceed 100 sq ft; Seed or reseed lawns of less than 1 acre and at least 100 feet from the water; Seed or reseed lawns closer than 100 ft from the water if the area does not exceed 100 sq ft; Beach nourishment projects permitted under part 325 of Act 451; Normal road and driveway maintenance; Any earth change of a minor nature that is stabilized within 24 hours.
Class 1 /Residential Waiver	Residential - minor changes less than 225 square feet of disturbance: additions, decks, etc. Commercial – drilling new well for business
Class 2	Project is not within 500 ft of water, but is over an acre in size.
Class 3	Project is near a detention basin or a retention pond leading to surface water.
Class 4	Project within 500 ft of a lake/stream/wetland/open water of any kind and has minimal slope (2% or less).
Class 5	Project within 500 ft of a lake/stream/wetland/open water of any kind and land is sloped toward or has a discharge to these waters.

*Agricultural tilling activity (planting, harvesting) is exempt from permit fees; however, digging of agricultural ponds, excavation for farm buildings or other farm structure and/or other non-tilling activity requires a soil erosion permit, with application and fees as described above.

It is the permit holder's responsibility to notify the Health Department upon completion of the permitted activity or renew the permit a minimum of two weeks prior to the expiration date, whichever comes first.

Failure to obtain or extend a required earth change permit or failure to maintain compliance with the permit restrictions of a project may result in additional fees, fines, tickets, and/or other penalties allowed by law or ordinance.

Residential Fees:

Class	Annual Fee**
Exemption	No fee
Class 1 - Waiver	No Fee
Class 2	\$100.00
Class 3	\$150.00
Class 4	\$200.00
Class 5	\$250.00

**Renewal Fee: 6 months extension @ 50% of annual fee

Commercial Developments Fees:

Class	Annual Fee**
Class 1	\$100.00
Class 2	\$200.00
Class 3	\$450.00
Class 4	\$600.00
Class 5	\$750.00
Sand and gravel pit yearly renewal fee	\$150.00

** Renewal Fee: 6 months extension @ 50% of annual fee

Commercial Bonds:

Guaranty bonds are required for commercial site developments, transportation facilities, utilities, and for gravel and sand mining projects. The applicant is required to provide cash, certified check, proof that a bond is being held by another governmental body equal to or greater than the County required bond for the purpose of site reclamation or an irrevocable bank letter of credit for deposit with the Health Department. The letter of credit shall be in the form approved by Lapeer County.

Bond Amounts Commercial Site Developments \$900.00 minimum per acre of earth change. *
Excavations Gravel / Sand mining \$500.00 minimum per acre of earth change.

* An engineer's estimate of the total cost involved in the reclamation of the property at any given point in the project may be used as the required bond amount.

The guaranty bond shall be due to the Health Department prior to issuance of the permit.

The applicant (person signing the application) is legally responsible for the final ground cover and stabilization. If the property is sold, the legal responsibility remains with the applicant unless the buyer signs a written agreement to take over all responsibility of the permit requirement. A copy of the agreement must be submitted to the Health Department before the permit expires.

Applicants shall sign and date a "Notice of Completion" document and submit the notice to the Health Department upon completion and proper stabilization of the permitted project. This request will initiate the final inspection and approval by the Soil Erosion Agent.

All project sites that disturb over 5 acres must have a licensed Storm water Operator's name and DEQ license number listed on the application as an on-site contact person.

Applications for permits are available at the Lapeer County Health Department. Fully completed applications should be submitted a minimum of 14 days before any work is performed. Please submit completed applications to:

Lapeer County Health Department
Environmental Health/ SESC Program
1800 Imlay City Road
Lapeer, MI. 48446

Additional questions call: 810 – 667-0392
Fax: 810 – 667 - 0283

CHECKS PAYABLE TO: LAPEER COUNTY SESC