

BRANCH COUNTY – ORDINANCE NO. 2003-15
 PERMIT APPLICATION for PART 91
 SOIL EROSION & SEDIMENTATION CONTROL OF 1994, PA 451, AS AMENDED
 (EARTH CHANGE/SOIL EROSION APPLICATION)

TO COMPLETE APPLICATION:

OWNER OR DESIGNATED AGENT MUST HAVE SITE/CONTROL PLAN THAT INCLUDES A MAP IDENTIFYING ALL BUILDINGS (EXISTING & PROPOSED), PREDOMINANT LAND FEATURES, SLOPES, CONTOURS, ON-SITE DRAINAGE, SOIL TYPE, DESCRIPTION OF EARTH CHANGE, LEGAL DESCRIPTION OR PROPERTY SURVEY, BOUNDARIES WITHIN 500' OF SITE, TEMPORARY/PERMANENT SOIL EROSION & CONTINUED MAINTENANCE.

1. APPLICANT

OWNER NAME: _____ PHONE: _____
 MAILING ADDRESS: _____
 CITY: _____ STATE: _____ ZIPCODE: _____

DESIGNATED AGENT: (OTHER THAN OWNER) NAME _____
 AUTHORIZATION GIVEN BY _____ TO SECURE PERMIT
 RELATIONSHIP TO OWNER _____ OR BY CONTRACTOR _____
 BUSINESS NAME: _____ PHONE: _____
 ADDRESS: _____
 CITY: _____ STATE: _____ ZIPCODE: _____

2. LOCATION

TOWNSHIP/VLG/CITY: _____ SECTION: _____ T _____ R _____
 SUBDIVISION OR PLAT NAME: _____ LOT # _____
 TAX ID NUMBER: _____
 LEGAL DESCRIPTION OR PROPERTY SURVEY WITH APPLICATION – YES _____

3. EARTH CHANGE

PROJECT START DATE: _____ COMPLETION DATE: _____
 ADDRESS OF PROJECT SITE: _____
 PROJECT LOCATION: LAKE NAME _____
 DRAIN NAME _____
 NATURAL WATERWAY _____
 DISTURB EARTH - # OF ACRES _____ PURPOSE _____
 PROJECT DISTANCE TO THE WATERWAY, LAKE OR DRAIN _____

PROPOSED EARTH CHANGE – PLEASE CHECK ANYTHING APPLICABLE TO PROJECT

NEW HOME: MFG HM _____ STICK BUILT _____ BASEMENT _____ CRAWL SPACE _____ SLAB _____
 MOBILE HOME: FOUNDATION _____ PIERS _____ SLAB _____ OTHER _____
 ADDITION: BASEMENT _____ CRAWL SPACE _____ SLAB _____ OTHER _____
 GARAGE: ATTACHED _____ UNATTACHED _____
 POLE BUILDING _____ STORAGE SHED _____ PORCH _____ DECK _____ OTHER _____
 SEPTIC _____ WELL _____ LANDSCAPE _____ DRIVEWAY _____ POOL _____ POND & SIZE _____
 TILE/TRENCHING _____ RIP-RAP _____ CLEARING _____ CULVERT INSTALLATION _____
 SEAWALL _____ BOATWELL _____ BEACH _____ CHANNEL _____ DOCK _____ DREDGING _____
 DEMOLITION: EXISTING STRUCTURE _____ REBUILD _____ OTHER _____
 COMMERCIAL DEVELOPMENT: TYPE _____ # OF ACRES _____
 UTILITIES: TYPE _____ PUBLIC _____ PRIVATE _____ # OF ACRES _____
 RECREATIONAL: TYPE _____ # OF ACRES _____
 EXCAVATION: # OF ACRES _____ EXCAVATION PURPOSE _____ OTHER _____
 GRADE _____ FILL _____ OTHER _____
 OTHER EARTH CHANGE NOT LISTED _____
 BRIEF PROJECT DESCRIPTION _____

4. EARTH CHANGE CONTROL PLAN CONTENTS

MAP OR SITE PLAN **MUST** ACCOMPANY APPLICATION (May use last page)

SITE PLAN:

- Does it show all boundaries within 500' of earth change site? Yes ___ No ___
Does Legal Description or Property Survey accompany application? Yes ___ No ___
Does Soil Survey Map accompany application? Yes ___ No ___
Type of soil _____
Does Map show slopes, contours, predominant land features (woods)? Yes ___ No ___
Does Map show existing buildings & proposed earth change activity? Yes ___ No ___
Does Map show existing drainage & proposed drainage (eaves, etc)? Yes ___ No ___

TEMPORARY SOIL EROSION CONTROL

- Exceeding 25' from waters edge – undisturbed area – flat area Yes ___ No ___
Not applicable if a sloped area – must be identified on site plan
Temporary measure **MUST** be in place prior to the start of any work
Temporary measure **MUST** be properly installed and maintained during work
Less than 25' from waters edge – filter fabric/fence ___ other _____
Estimated cost of temporary soil erosion measure and removal - \$ _____

PERMANENT SOIL EROSION CONTROL

- Soil Erosion Protection not necessary undisturbed area remains same Yes ___ No ___
Completion of disturbed earth change area will be _____
Estimated cost of permanent and continued soil erosion measure \$ _____

TIMING & SEQUENCE FOR WORK:

- SIZE OF AREA: _____
EXCAVATION: _____
GRADING: _____
FILL: _____
OTHER: _____

OWNER/DESIGNATED AGENT AGREES TO NOTIFY SOIL EROSION AGENT WHEN PROJECT IS COMPLETED TO ALLOW FOR A FINAL INSPECTION.

5. COMPLETION NOTIFICATION

- Must be as soon as possible upon work completion and prior to removal of the temporary erosion control.
FINAL COMPLETION NOTIFICATION sheet is available for your use and will be given with the issuance of the permit.
Completed notice may be mailed or brought to the office.
Notification **MUST** be in writing and placed in the Earth Change permit file.

6. **CONTRACTOR (IF OTHER THAN DESIGNATED AGENT)**

NAME: _____
COMPANY NAME _____
ADDRESS: _____ PHONE _____
CITY: _____ STATE: _____ ZIPCODE: _____

7. **IF APPLICABLE, DEQ PERMIT INFORMATION**

DEQ PERMIT # _____ EXPIRATION _____
DATE OF DEQ APPROVAL _____

Permit holder **MUST** follow all DEQ specifications or modifications as specified in the DEQ Permit and/or any other project plans or specifications as submitted to our office and as attached hereto as part of the Soil Erosion & Sedimentation Control application.

8. **COMPLIANCE**

Work to be done under authority of this APPLICATION is subject to special restrictions, limitation and instructions as described on the Permit.

I (we) understand that the PERMIT must be displayed at the site and visible from the road at all times during duration of the project until Final Inspection is made.

I (we) affirm that the information provided 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 Resource and Environmental Protection Act, 1994, PA 451, as amended, and any other applicable documents required for completion of the application.

I (we) understand that the issuance of Part 91 Permit does not waive the necessity for obtaining other federal, state and local permits. The DEQ form is attached for your review and proper office to contact if applicable.

OWNER SIGNATURE PRINTED NAME DATE

I (we) certify that I (we) are the Designated (Family or Contractor) Agent authorized to act on behalf of the Owner.

SIGNATURE/DESIGN AGENT PRINTED NAME DATE

PERMIT APPLICATION MUST BE COMPLETED & PERMIT ISSUED BEFORE WORK IS STARTED OR FEES MAY BE DOUBLED.

APPLICATIONS NOT FULLY COMPLETED WILL BE RETURNED.

COUNTY ENFORCING AGENCY – 517-279-4310

BRANCH COUNTY COURTHOUSE * 31 DIVISION ST. * COLDWATER, MI 49036

COUNTY ENFORCING AGENT REVIEW DATE - _____
ANY COMMENT(S) _____

EARTH CHANGE CONTROL/SITE PLAN
MAY USE SPACE BELOW

MUST SHOW ALL BUILDINGS (EXISTING & PROPOSED), PREDOMINANT LAND FEATURES, SLOPES, CONTOURS, ON-SITE DRAINAGE, BOUNDARIES WITHIN 500' OF SITE, DISTANCE TO WATERWAY, TEMPORARY SOIL EROSION MEASURE (IF APPLICABLE).

**BRANCH COUNTY
EARTH CHANGE PERMIT PROCEDURE
PART 91
SOIL EROSION & SEDIMENTATION CONTROL
OF 1994, PA 451, AS AMENDED**

**IN ACCORDANCE WITH PART 91 CORRESPONDING GENERAL RULES
FOLLOWING REQUIREMENTS FOR AN EARTH CHANGE PERMIT**

1. An application, typed or printed clearly, shall be completed by the owner or designated agent authorized by the owner.
2. Permit Fee will be calculated as to the applicable category fee.
3. Application must be accompanied by Soil Erosion & Sedimentation Control Plan/Site Plan that includes the following data:
 - A. Map or sketch of site location and distance of proposed earth change to lake, drain, stream or any waterway within 500 feet of earth change.
 - B. Boundary line/legal description of site.
 - C. Name, address, telephone number of owner or designated authorized agent (family or contractor) & contractor information if known at that time.
 - D. Site plan showing contours and/or slope(s).
 - E. Soil survey map or a written description of soil types of exposed land for earth change.
 - F. Details to be identified on plan – (1) location of each proposed earth change, (2) identify existing & proposed drainage facilities, (3) timing and sequence (start & completion of work & erosion control), (4) description of temporary and permanent soil erosion control measures, (5) quantity of excavation and/or fill or grading involved.
 - G. Information completed on Application & accompanied with map or site plan with required information will allow issuance of the permit.
 - H. Permit Fee waived for governmental agencies. Application and Permit required.
 - I. Permits may be issued for one (1) year from date of issue. Projects not completed within year may renew for an additional \$15.
4. Part 91 Permit does not waive the necessity for obtaining other federal, state or local permits. The DEQ informational sheet is attached.