BAY COUNTY DRAIN COMMISSIONER

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(HEARING IMPAIRED)

BAY COUNTY SOIL EROSION AND SEDIMENTATION CONTROL PERMITS

Attached, please find an application for a Soil Erosion and Sedimentation Control Permit. You must complete the entire form. If the application is not complete with all of the questions answered, a complete site plan filled in, and contain a landowners signature, it will not be considered. If you are signing on behalf of the landowner, a written statement from the landowner must be attached. A "Designated Agent" form is included for your use. If you are uncertain of something, please contact the office at (989) 895-4290.

All residential applications are $91.00. Please make your check payable to the "Bay County Treasurer" and mail it to this office with your completed application. The fee schedule for all other projects is available upon request. Please be advised that this office has the authority to require bonding at our discretion.

Office hours are Monday - Thursday from 8:00 a..m. to 5:00 p.m. & Friday 8:00 a.m. to 4:00 p.m.

Please be advised that according to Michigan Law, the issuance of this permit can take up to thirty (30) days. The application must be returned to:

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Bay County Drain Office
Soil Erosion and Sedimentation Control Division
515 Center Avenue, Suite 601
Bay City, Michigan 48708

Phone: (989) 895-4290
Fax: (989) 895-4292
drainoffice@baycounty.net

OFFICE USE ONLY

Permit Number	
Date Issued	
Expiration Date	

PERMIT APPLICATION
for Part 91
SOIL EROSION AND SEDIMENTATION CONTROL

1. LANDOWNER INFORMATION

Name		Telephone ( )	
Address	City	State	Zip Code

PERSON MAKING APPLICATION (if not landowner)

Name			Company Name	
Address	City	State	Zip Code	Phone ( )

Are you the landowner? Y or N

Are you a designated agent for the landowner? Y or N
(If yes include a completed Designated Agent form)

2. PROJECT LOCATION

Address		City/Village	
Township	Section	Town & Range	Tax ID #:
Approx. distance to closest intersection:			

3. PROPOSED EARTH CHANGE AND SOIL EROSION & SEDIMENTATION CONTROL PLAN
(Refer to Rule 323.1703)

Project Type: ❑ Residential ❑Multi-Family ❑ Commercial ❑ Industrial ❑ Land Balancing ❑ Other	Size of Earth Change *(acres or square feet)*	
Brief description:		
Name of and Distance to Nearest Lake, Stream, or Drain	Start Date	Completion Date

4. "ON-SITE" CONTACT INFORMATION

Name of Individual "On Site" responsible for earth change			Company Name	Telephone No ( )
Address	City	State	Zip Code	Cell Phone ( )

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 Resource 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.*

PERMIT APPLICATION SITE PLAN

Within the space indicated, please show your site plan:

Information Needed:

1. Scaled Map
2. Site Location Sketch
3. Proximity to Lake/Stream
4. Limits of Earth Change
5. Predominant Land Feature
6. Slope Information
7. Soils Information
8. Drainage Facilities
9. Timing and Sequence
10. Temporary SESC Measures
11. Permanent SESC Measures
12. Maintenance Program for SESC Measures.

All maps must be included with application and must show size of earth change along with any soil erosion control methods to keep soil on-site (for example: location of silt fencing, sedimentation basin or grass/vegetation filter).

PREPARERS:

_____	( ) _____	_____
Signature	*Area Code/Telephone Number*	*Date*

NOTE: Complete Drawing or Plans Must Be Attached To Application

Project Location:

_____

Contractor:

_____

WATERS EDGE (LAKE OR STREAM):

Permanent Vegetative Cover: May 1 - September 20, October 25 - Freeze Up

Temporary Vegetative cover: Oats, to germinate in spring. Dormant seedlings must be mulched and should not be seeded on frozen/snow-covered ground. Do not use on waterways. For more information, please call this office at (989) 895-4290.

Designated Agent Form

I _____ authorize _____ of
(print landowner name) (print contractor name)

_____ to act as my designated agent for
(print contractor company name)

purposes of applying for a Soil Erosion Permit for the proposed work on my property.

_____ _____
Landowner signature & Phone number Date

Bay County Drain Commissioner
Soil Erosion and Sedimentation Control Division

Information Needed
The following is required for all permit applications.

A. **Map:** Area shown of actual site

B. **Site Location Sketch**: Included on map showing crossroads and township location.

C. **Proximity To Lake or Stream**: Distance to this area shown on map.

D. **Limits of Earth Change**: Area actually disturbed shown on map.

E. **Predominant Land Feature**: Include all ponds, large trees, long slopes, and access roads on map.

F. **Slope Information**: Storm water run off direction must be shown on map.

G. **Soils Information**: A listing of what type of soils will be disturbed (clay, sand, top-soil).

H. **Drainage Facilites**: Where storm water runoff will go must be shown on map.

I. **Timing and Sequence**: When erosion control measures will be installed, when construction will start and finish. When permanent measures are to be complete. Dates will need to be inserted.

J. **Temporary Measures**: These measures will need to be on map and closely adhered to. This will include silt fence where required, all seeding, street sweeping and any other erosion measure needed on site.

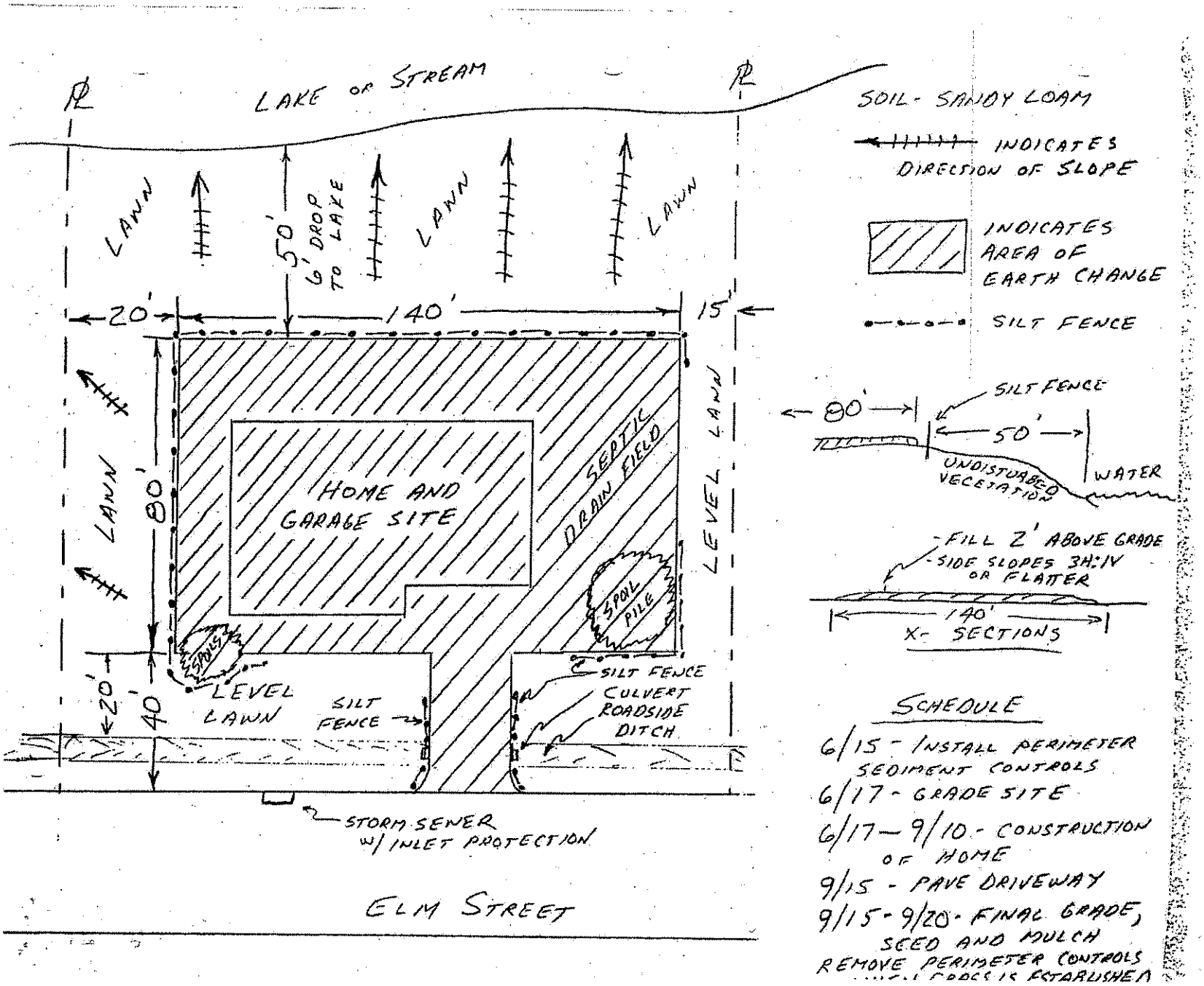
K. **Permanent Measures**: These measures will need to be on map and closely adhered to. This will include silt fence where required, all seeding, street sweeping and any other erosion measure needed on site.

L. **Maintenance Program**: A Maintenance Program shall be listed as to when all measures will be checked, and repaired if needed.

NOTE:

Items **A** thru **L** must be provided to this office when applying for a Soil Erosion and Sedimentation Permit. If *any* item in **A** thru **L** is not included with the application, the application will be rejected and returned for completion.

Sample Sketch



Frequently Asked Questions (FAQs)

Regarding Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as Amended

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Michigan Department of Environmental Quality - Land Water Management Division
Jennifer Granholm, Governor - Steven Chester, Director
DEQ Internet Home Page: www.michigan.gov/deq

Why is erosion and sediment control important?
Sediment is the greatest pollutant by volume entering our lakes and streams. Sediment is the product of uncontrolled erosion. Everyone in Michigan is affected by erosion and off-site sedimentation. Erosion and sedimentation result in: loss of fertile topsoil, filling of lakes and streams, increased flooding, damage to plant and animal life, and structural damage to buildings and roads.

Construction is one of the major causes of erosion in Michigan. Without proper planning and management, over 100 tons of sediment per acre per year can be generated on some construction sites.

Why was Part 91 passed?
The primary intent of Part 91 is to protect the waters of the state by minimizing erosion and controlling sediment.

What activities require a permit?
A permit is required for any earth change that disturbs one or more acres, or is within 500 feet of a lake or stream. Exempted activities include plowing and tilling for crop production, logging and mining. However, access roads to the logging and mining operations are not exempt.

Where do I obtain a permit?
Counties have the primary responsibility for issuing permits. In some cases, cites, villages, and townships have assumed permitting responsibility within their jurisdictions. Permit applications can be obtained from the respective county or local agencies.

What information is required on the permit application?
The applicant must provide specific information such as the name of the responsible individual, location and size of the earth change, description of the earth change, and project starting and ending dates. Additionally, a soil erosion and sedimentation control plan must be developed that will effectively reduce soil erosion and off-site sedimentation. The plan must include:

1. A map showing the site location, physical limits of each earth change activity, predominant land features including lakes, streams and wetlands, and contour intervals or slop information.
2. Soils information.
3. Location of existing and proposed drainage patterns.
4. Timing and sequence of each proposed earth change.
5. Description of all temporary and permanent erosion and sedimentation control measures.
6. A schedule form maintaining all control measures.
7. Any other further information required by the permitting agency.

What principles should be considered when developing a soil erosion and sedimentation control plan?

A. Integrate the overall construction design and activities to fit the physical and vegetative features of the site.
B. Stage construction and stabilization activities to minimize the area and duration of disturbance.
C. Identify controls that will minimize erosion.
D. Identify controls that will prevent off-site sedimentation. Sediment control should not be used as a substitution for erosion control, but rather in conjunction with erosion control.
E. Establish an inspection and maintenance schedule.

Is there a construction sequence which will help me comply with Part 91?

1. Obtain a permit from the appropriate county or local agency.
2. Install all temporary and permanent erosion and sediment control measures in accordance with the approved plan and special permit conditions.
3. Inspect all projects at least weekly and after every rainfall event to evaluate the effectiveness of the control measures.
4. Maintain all temporary and permanent control measures per plan or as needed based on the site inspections.
5. Notify the permitting agency for a final inspection when project is completed.

Are there penalties for not complying with permit conditions or Part 91?

Yes, there are several

1. A person who owns land that is not in conformance with Part 91 is subject to a civil fine of up to $25,000 per day.
2. A stop work order may be issued until compliance is obtained.
3. Permitting agency can install or maintain control measures to bring a nonconforming site into compliance with Part 91 and bill the landowner for the costs incurred.

Who do I call if I have more questions?

Questions should be directed to the appropriate county or local agency at:

Bay County Drain Office
515 Center Avenue, Suite 601
Bay City, MI 48708
Phone: 989-895-4290

For more information and assistance, contact the following Department of Environmental Quality employee in Water Bureau:

Saginaw Bay District Office
Matt Siler, Environmental Quality Analyst
989-686-8025 ext 8263

The Michigan Department of Environmental Quality (MDEQ) will not discriminate against any individual or group on the basis of race, sex, religion, national origin, color marital status, disability, or political beliefs. Questions or concerns should be directed to the Office of Personnel Services., PO Box 30473, Lansing, MI 48909