

BERRIEN COUNTY DRAIN COMMISSIONER, 701 MAIN STREET, ST. JOSEPH, MI 49085-1316
(269) 983-7111 Extension 8261

BERRIEN COUNTY SOIL EROSION PERMIT APPLICATION

Part 91 of the NREPA, 1994 P. A. 451, as amended by 2000 P.A. 504

This application does not waive the necessity for obtaining all other required federal, state, or local permits

Application Date _____ Total Acres of Earth Disturbed _____

Fee \$ _____ Please make checks payable to **Berrien County** and return with application.

APPLICANT	Please indicate if applicant is the landowner or designated agent *	
1.	Landowners Name, Address, Phone/Cell #	
2.	*Designated Agent Name, Address, Phone/Cell#	
3.	Engineer/Contractor/Architect Name, Address, Phone #	
4.	On-site contact's name, address & Phone/Cell #	

5. Location of Project with crossroads _____

6. List property#, name of the development and lot / unit # _____

7. Brief Description of Project _____

8. Project Type; Residential Cut & Fill Sea Walls/Docks Water Impound Transportation
 Commercial/Industrial Utilities Service Facilities Recreational Facilities
 Subdivisions/Condo's/Pud's

9. Are you within 500 feet of water (lake, streams, wetlands, open ditch drains, watercourses or enclosed storm drains) and/or more than 1 acre of earth disruption? Yes No

10. Identify, name and give distance to nearby lakes, streams, wetlands, open ditch drains, watercourses or enclosed storm drains. _____

11. Give a description of the soil type being disrupted. _____

12. Submit the following required drawings and information with application:

A. Scaled Map B. Site Location Sketch C. Proximity and direction to lakes & streams D. Limits of Earth Change	E. Predominant Land Features, Contours including intervals or slope directions F. Existing & Proposed Drainage and Dewatering Facilities G. Timing & Sequence of Earth Change	H. Desc. & Location of Temp. SESC Measures I. Desc. & Location of Perm. SESC Measures J. Proposal for Maintenance of SESC measures both Temporary & Permanent
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13. Project start date: _____ Project completion date: _____

14. Does the plan provide protection from inflowing runoff from adjacent land? YES___ NO___
Explain: _____

15. Will the movement of heavy equipment be controlled to minimize erosion? YES___ NO___

16. ****For sites larger than 5 Acres:**
___ Stormwater will not discharge during any phase of construction. ___ SESC measures are engineered to address SESC conditions during and after construction ___ Plan contains appropriate measures (in addition to silt fence) to address concentrated flows.

17. PERFORMANCE DEPOSIT (If required per Part 91, rule 324.9108)
Amount Required \$_____ Cash___ Certified Check___ Irrevocable Letter of Credit___ Surety Bond___
Name of Surety Company _____
Address/Phone # _____

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

Completion and approval of this application and your Soil Erosion Control Plan allows for periodic inspection, without fear of prosecution, on lands covered by this permit at reasonable hours. In order to prevent soil erosion and subsequent sedimentation of streams and lakes, and to keep sediment on the site, the applicant agrees to strictly adhere to the specifications indicated on the permit and the control plan he has submitted.

I (we) affirm that the information herein provided, is accurate and that I (we) will bear the full responsibility to assure that the designee(s) will conduct the 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 ordinances and the documents accompanying this application.

Landowners Signature _____ **Date** _____
PRINT NAME _____ **Phone #** _____
***Designated Agent's Signature** _____ **Date** _____
PRINT NAME _____

* Designated agent must have a written statement or an affidavit from landowner authorizing him/her to secure a permit in the landowner's name, if application is not signed by owner.

**** If #16 above for sites larger than 5 acres is marked, make appropriate referral for application to obtain Notice of Coverage (NOC) NPDES permits from Michigan Department of Environmental Quality are required.**

<p align="center">SOIL EROSION & SEDIMENTATION CONTROL FEES</p> <p align="center">Note: If construction or earth change is started without a permit or continues without a permit, total permit fee may be doubled and additional appropriate fines applied.</p>		<p align="center">MISCELLANEOUS FEES</p>
<p align="center">SINGLE RESIDENTIAL UNIT (Including but not limited to additions, garages, pools & decks)</p> <p>PERMIT FEE W/INSPECTION: One Year - \$125.00; Two Year - \$225.00 ADDITIONS TO RESIDENTIAL STRUCTURE: \$100.00</p>	<p align="center">INDUSTRIAL & COMMERCIAL DEVELOPMENT</p> <p>SMALL - LESS THAN 2 ACRES: PERMIT FEE W/INSPECTION: \$500.00 PLAN REVIEW FEE (if no stormwater review): \$200.00</p> <p>MEDIUM - UP TO 4 ACRES: PERMIT FEE W/INSPECTION: \$1,000.00 PLAN REVIEW FEE (if no stormwater review): \$200.00</p> <p>LARGE - OVER 4 ACRES: PERMIT FEE W/INSPECTION: \$500.00 Per Acre PLAN REVIEW FEE (if no stormwater review): \$200.00</p>	<p align="center">STORMWATER REVIEW FEE: \$1,000.00 REQUIREMENT FOR NEW AND REDEVELOPMENTS (Fee includes: design concept review meeting, second review and approval, and on-site inspection of drainage system) EACH ADDITIONAL REVIEW MEETING: \$400.00 MAINTENANCE AGREEMENT RECORDING FEE: \$30.00</p>
<p align="center">SEA WALLS AND RETAINING WALLS PERMIT FEE W/INSPECTION: NEW- \$250.00 REPAIRS TO EXISTING - \$125.00</p>		<p align="center">APPLICATION FOR CONNECTION TO DRAIN: \$100.00 PER LOCATION Deposit Required: To be determined upon review of plans</p>
<p align="center">CUT AND FILL \$125.00 - \$500.00 Size Dependant</p> <p align="center">PONDS OR WATER IMPOUNDMENTS PERMIT FEE W/INSPECTION: \$175.00 1 ACRE OR LESS PLUS \$35.00 FOR EACH ADDITIONAL ACRE PLAN REVIEW FEE \$200.00</p>		<p align="center">APPLICATION FOR ENCROACHMENT: \$300.00 Deposit Required: To be determined upon review of plans</p>
<p align="center">RESIDENTIAL INFRA-STRUCTURE (Including but not limited to: subdivisions, mobile home parks, site condo development, planned unit developments)</p> <p>SMALL: 1 TO 10 LOTS/UNITS: PERMIT FEE W/INSPECTION: \$200.00 PLAN REVIEW FEE (if no stormwater review): \$200.00</p> <p>MEDIUM: 11 TO 30 LOTS/UNITS: PERMIT FEE W/INSPECTION \$300.00 PLAN REVIEW FEE (if no stormwater review): \$200.00</p> <p>LARGE: 31 & UP LOTS/UNITS: PERMIT FEE W/INSPECTION: \$400.00 PLAN REVIEW FEE (if no stormwater review): \$200.00</p>	<p align="center">SERVICE & RECREATIONAL FACILITIES (Including but not limited to: schools, churches, parks, campgrounds, trails, rest areas)</p> <p>PERMIT FEE W/INSPECTION: \$250.00 PLAN REVIEW FEE (if no stormwater review): \$200.00</p>	<p align="center">APPLICATION TO PERFORM WORK IN COUNTY DRAIN AND/OR COUNTY DRAIN EASEMENT: \$500.00 PER LOCATION Additional costs may be required</p>
	<p align="center">TRANSPORTATION FACILITIES & UTILITIES (Including but not limited to: underground utilities and pipelines, cables, above ground major transmission cables)</p> <p>PERMIT FEE W/INSPECTION UP TO 1 MILE: \$1,000.00 Each additional 1 mile or fraction: \$100.00 PLAN REVIEW FEE: \$200.00</p>	<p align="center">DRAIN PIPE SIZING: Project Dependant To be determined upon review of plans</p>
	<p align="center">ACCESS DRIVES PERMIT FEE W/INSPECTION: \$175.00 PLAN REVIEW FEE: \$200.00 IF NO STORM WATER REVIEW</p>	<p align="center">RELOCATION OF COUNTY DRAIN ENGINEERING AND LEGAL FEES: To be determined</p>
	<p align="center">PLAT REVIEW FEE: \$1,000.00 20 lots or less Each additional lot over 20: \$50.00/per lot</p> <p align="center">425 & 433 DRAIN TAKEOVER AGREEMENTS Fees to be determined by Drain Commissioner according to agreement terms</p>	

SESC INSTRUCTION SHEET FOR APPLICATION SUBMITTAL

Questions required and explanation of requirements

Required fields are in bold:

1. **Landowners Name, Mailing Address, Phone#**
2. Designated Agent if applicable, Name, Mailing Address, Phone #
3. Engineer/Contractor/Architect – Any of these can be used if applicable
Name, Mailing Address, Phone #
4. **On-Site Contact – Person to call if any questions or issues with the site
Name, Mailing Address, Phone #**
5. **Location of project – Give address of construction site and the closest cross roads to
the site**
6. **List Property # Lot# - You can retrieve the property number from the county’s
Beacon in the GIS webpage**
7. **Brief description of project – Describe everything that is part of the project, ie..
Single family residence, Demolition then construction of new home, New addition to
residential home, commercial building, site improvements.**
8. **Project Type – Select the one best describes your project**
9. **Project within 500 feet of water (this includes anything that carries water during
rain events, ravines, roadside ditches, lakes, streams, wetlands)
If you answer NO, contact our office to confirm, no permit is needed if under one
acre of disturbance.**
10. **Identify the water if applicable, ie...storm drain, roadside ditch, wetland.**
11. **Soil Type – This can be found on the county’s Beacon in the GIS webpage. Once you
locate the parcel, select Soils on the Layer List, then select Report at the top bar,
Select Layers on the left, look for Soils and click. It will take you back to the parcel
with soil ID tags. Click on parcel to get soil type**
12. **A-J – All items must be included on the site plan(s). Only show what is happening
to the ground and soils. Do not send drawings of building, only the site plans. See
below for additional information for each letter.**
 - 12.a – **Scaled map: doesn’t have to be exact, use grid sheet to create one if needed**
 - 12.b – **Site Location Map: to site from a main highway, drawn or written directions**
 - 12.c – **Proximity & direction to the water identified in question #9**
 - 12.d – **Limits of earth change: draw a line delineating area of disturbance and label**
 - 12.e – **Predominant land features: Show contours (sloped or flat), identify what lies
on each side of property: ie... road, existing home, vacant lot, woods, water.**
 - 12.f – **Existing & proposed drainage: draw arrows with the word “Flow” showing
the direction water flows offsite during rain events.**
 - 12.g – 12.j – **These are answered by using the Site Sequence Table.**
 - **Site Sequence Plan found on webpage under Soil Erosion Rules**
 - Geared for Large Sites as well as small
 - Answer only those that pertain to your site
 - Give approximate month certain activities will be performed

Project Name/Landowner: _____
 Anticipated Start Date: _____
 Anticipated End Date: _____

SESC Permit # _____

Construction Sequence	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<i>Temporary SESC Measures Installed</i>												
• Silt Fence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Rock Access Road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Erosion Control Blankets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Inlet protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Sediment Basins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Strip & Stockpile</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Rough Grading</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Building Construction</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Final Grade</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Permanent SESC Measures Installed</i>												
• Sediment Basins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Seeding/Mulch/Landscaping-Vegetation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Pavement/Rock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Removal of Temporary SESC Measures</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Briefly describe the maintenance plan (include responsible party) for each temporary and permanent SESC measure.

Measure	Responsible Party	Maintenance Plan
Silt Fence		
Buffer Strips		
Catch Basins/Inlets		
Street Sweeping		
Seeding/Mulch		
Storm Ponds/Sediment Basins		
Other:		