



**SOIL EROSION PERMIT APPLICATION**  
 EFFECTIVE OCTOBER 1, 2011  
 OAKLAND COUNTY WATER RESOURCES COMMISSIONER  
 ONE PUBLIC WORKS DRIVE  
 WATERFORD, MI 48328-1907  
 SOIL EROSION OFFICE: (248) 858-5389  
 SOIL EROSION FAX: (248) 858-2054

**COMMERCIAL / INDUSTRIAL / GOVERNMENTAL / UTILITY / INSTITUTIONAL / OTHER**

DATE: \_\_\_\_\_

SITE CLASSIFICATION: \_\_\_\_\_ APPLICATION NO. \_\_\_\_\_

**PLEASE TYPE OR PRINT IN INK AND DO NOT WRITE ABOVE THIS LINE**

**1. GENERAL INFORMATION**

PROJECT NAME: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_ CITY/VLG/TWP: \_\_\_\_\_

SIDWELL NUMBER (TAX I.D.): \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (REQUIRED)

NEAREST MAJOR CROSSROADS: \_\_\_\_\_

**2. NAMES, ADDRESSES, AND PHONE NUMBERS**

**CONTACT NAME FOR LAND OWNER(S) OF RECORD:** \_\_\_\_\_ (REQUIRED)

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(APPLICATIONS WITH P.O. BOX NUMBERS WILL NOT BE ACCEPTED)

CITY: \_\_\_\_\_ STATE: \_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**CONTACT NAME FOR EROSION CONTROL PLAN:** \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**ON-SITE PROJECT CONTACT NAME:** \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**3. PROJECT INFORMATION (ALL ITEMS MUST BE COMPLETED)**

## A. TYPE OF DEVELOPMENT:

_____ Res. Subdivision	_____ Commercial	_____ Golf Course
_____ Multi-family	_____ Industrial	_____ Government Agency
_____ Attached-condos	_____ Institutional	_____ Utility
_____ Detached-condos	_____ Gravel Pits	_____ OCDC APA
_____ Other (specify): _____		

B. Total area of parcel (in acres): \_\_\_\_\_

C. Total area of proposed earth disruption (in acres): \_\_\_\_\_

D. Has earth disruption started on site? (yes or no): \_\_\_\_\_

E. Soil Erosion Permit Duration (Circle one or fill in the blank): 3 months, 6 months, 9 months, 12 months, or \_\_\_\_\_

F. Type of soil or attach a soils survey map of the property: \_\_\_\_\_

G. Description of proposed earth disruption. Example: Phase I only, land balance, mass grading, etc.: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4. HYDROLOGIC CHARACTERISTICS OF SITE**

## A. "ULTIMATE" DRAINAGE OUTLET(S):

_____ County drain	Name of drain: _____
_____ Lake/Pond	Name of lake/pond: _____
_____ River/Stream	Name of river/stream: _____
_____ Detention Basin	Outlets to: _____
_____ Retention Basin	Overflows outlet to: _____
_____ Enclosed Storm Drain	
_____ Open Ditch	
_____ Wetland	
_____ Overland Flow/Sheet Flow	

B. Distance to nearest lake, stream, pond, open drain, detention/retention basin or wetland: \_\_\_\_\_

C. Does the project include any work or disruption within a floodplain? (Yes or No): \_\_\_\_\_

D. Does the project include any work within the cross-section of a lake or stream? (Yes or No): \_\_\_\_\_

**5. DOES THE PROJECT REQUIRE A MDEQ PERMIT? (Yes or No): \_\_\_\_\_**

Attach a copy of the MDEQ permit for Part 31 (Floodplain Occupancy Authority), Part 301 (Inland Lakes and Streams), and/or Part 303 (Wetland Protection).

**6. PERMIT APPLICATION REQUIREMENTS**

- A. Complete permit application (type or print clearly in ink).
- B. The plan review fee is due with the permit application. The inspection fee is due at the time the soil erosion permit is issued.
- C. Submit **one (1)** set of the construction plans for the site that includes a soil erosion and sedimentation control plan with the following items:
1. Legal description of site
  2. Location map with north arrow and **distance to the nearest lake, stream, pond, open drain or wetland**
  3. Topographic map, contours or grades shots which accurately shows existing and proposed drainage patterns (maps available at [Oakland County's One Stop Shop](#))
  4. Lakes, streams, wetlands, drains, etc., must be shown on the plans
  5. Include a utility plan as part of the construction plans
  6. Sequence-of-Construction
  7. Stone access drive of 1" x 3" stone into project site (minimum 12' x 50' or to building envelope)
  8. Graphic location of erosion and sedimentation controls
  9. Graphic location of limits of earth disruption
  10. Silt fence is to be placed around the detention or retention pond until permanent vegetation is established
  11. Construction/installation details of erosion and sedimentation controls
  12. Maintenance notes for soil erosion and sedimentation controls must include the following statement: **"The soil erosion controls will be maintained weekly and after every storm event by (whom)"**
  13. **Proof of land ownership – current tax bill, warranty deed, closing statement, or land contract**

**7. PERMIT FEE CALCULATION IS DONE BY THE WATER RESOURCES COMMISSIONER'S SOIL EROSION UNIT**

## SITE CLASSIFICATIONS:

Class 5	Project is on a lake/stream/wetland/open water of any kind and has a slope of 2% or greater or discharges to these waters
Class 4	Project is on a lake/stream/wetland/open water of any kind and has a slope less than 2%
Class 3	Project is on a dry/wet detention basin with a sediment filter or on a retention pond
Class 2	Project is more than 225 square feet and does not meet the requirements found in Class 3, 4 or 5
Class 1	Minor changes less than 225 square feet of disturbance: additions, decks, etc.

## INSPECTION FEES:

Classification	Annual inspection fee:	Quarterly inspection fee:
Class 5	\$2,480	\$620
Class 4	\$1,615	\$403.75
Class 3	\$810	\$202.50
Class 2	\$630	\$157.50
Class 1	\$325	\$81.25

**A review fee of \$205 is due with the permit application. The inspection fee is due when the permit is issued.**

Make checks payable to: **Water Resources Commissioner or WRC**

Cash, Check, Visa, MasterCard or Discover are accepted



Refunds will be sent to the landowner of record as identified in Item No. 2

8. The permit may be renewed for a maximum of one (1) year from the date of application if there is no activity on the site.
9. Permit's not picked up within 30 days after notification of approval will be terminated. No refunds will be issued.

**JOHN P. McCULLOCH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**

10. To transfer a permit, a permit transfer information form, or a similar form created by the landowner, must be completed and signed, then mailed or delivered to the WRC soil erosion unit office. A permit cannot be transferred if there are any outstanding balances or violations against the permit.
11. This permit will be renewed every three (3) months after it expires until the site has all permanent soil erosion controls in place. Final vegetation is specified as having every square foot of ground covered with a density of 90% and at least 1” in height.

## 12. ENFORCEMENT ACKNOWLEDGEMENT

- A. Failure to comply with the applicable requirements of Part 91, Soil Erosion and Sedimentation Control of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended (“Part 91”), is a civil infraction and will result in one or more of the following actions taken by this office: (1) a fine up to \$2,500; (2) installation of soil erosion and sedimentation controls by county enforcing agency with all costs related to the administration, legal costs, permit or renewal fees and implementation of controls to be assessed against landowner which may become a lien on the property if not paid; (3) a temporary restraining order will be filed in court to restrain any and all further construction at the property site, and to recover damages to the natural resources of the state; and (4) any other legal action necessary to ensure compliance with Michigan law.
- B. A person who knowingly violates Part 91 or knowingly makes a false statement in an application for a permit or in a soil erosion and sedimentation control plan may be ordered to pay a fine of up to \$10,000 for each day of violation.
- C. If corrective action is not taken within five (5) days of the date of a Notice of Determination of Violation letter, the permit holder will be responsible for a payment of a civil fine of not less than \$2,500 or more than \$25,000 for each day of violation. MCL 324.9121(1); 9121(2); and 9121(3).
- D. By applying for and accepting this permit, the landowner hereby consents to the following: (1) the authority of the Michigan Department of Environmental Quality, or the county enforcing agency to enter upon the property at all reasonable times for the purpose of inspecting and investigating conditions or practices that may be in violation of Part 91; (2) installation of soil erosion and sedimentation controls by the county enforcing agency with all costs related to the administration, legal costs, permit or renewal fees and implementation of controls to be assessed against the landowner which may become a lien on the property.
- E. No earth disruption can occur on this site before the issuance of the soil erosion permit.
- F. A violation reinspection fee of \$110 will be assessed if the violations are not corrected within the five (5) day period.

## 13. LANDOWNERS SIGNATURE

I hereby acknowledge that I have read, understand, and accept the terms and conditions of this application.

I understand that an application and site plans that are incomplete and/or incorrect shall be returned which may result in delay in issuing a permit. WRC has 30 days from the date of receipt of a complete and correct application and site plan to complete the review and issue this permit.

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, Act 451 of the Public Acts of 1994, 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'S SIGNATURE*	PRINT NAME	DATE

- \* The designated agent must sign the application along with the landowner or have an original written and notarized statement from the landowner authorizing the designated agent to sign the application and the permit in the landowner's name.

**JOHN P. McCULLOCH**  
**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**