

OFFICE USE ONLY

Date Received: _____ Fees Paid: _____

Intake Staff Person: _____

OFFICE USE ONLY

PRJ20 _____ - _____

SOI20 _____ - _____



EVAN. N. PRATT, P.E. WATER RESOURCES COMMISSIONER

MAILING ADDRESS:
Washtenaw County
Soil Erosion Division
P.O. Box 8645
Ann Arbor, MI 48107-8645

BUSINESS LOCATION:
Washtenaw County
Western County
Service Center
705 N. Zeeb Rd.
Ann Arbor, MI 48103

WASHTENAW COUNTY

COMMUNICATION:
Phone: 734-222-6860
Fax: 734-222-6803
eWashtenaw.org

Soil Erosion Waiver Application

(Natural Resources and Environmental Protection Act, Part 91, Soil Erosion & Sedimentation Control, 1994, as amended, Act 451, as amended 2000, Act 504; and the Washtenaw County Soil Erosion & Sedimentation Control Ordinance, 1997, as amended 2011)

*** FILL IN ALL AREAS OF THIS APPLICATION OR IT MAY NOT BE ACCEPTED AT TIME OF SUBMITTAL***

PROPERTY Tax ID/Parcel # _____ City/Village/Twp _____
(CIRCLE ONE)

PROPERTY ADDRESS _____ City _____ Zip _____

LANDOWNER _____ Address _____

City _____ State _____ Zip _____ Phone (_____) _____

Email _____ Fax _____ Mobile (_____) _____

DESIGNATED AGENT _____ Address _____

City _____ State _____ Zip _____ Phone (_____) _____

Email _____ Fax _____ Mobile (_____) _____

ON-SITE PERSON RESPONSIBLE FOR EARTH CHANGE

Affiliation (CHECK ONE): [] Landowner [] Designated Agent [] Contractor [] Excavator [] _____

Name _____ Address _____

City _____ State _____ Zip _____ Phone(_____) _____

Email _____ Fax _____ Mobile (_____) _____

SIZE OF EARTH CHANGE AND LOCATION OF NEAREST SURFACE WATER (all of the information below MUST be filled out)

Total site (lot) size, in acres _____ Total size of area cleared or disturbed _____ [] acres [] sq ft (CHECK ONE)

Types of surface water within 500 feet (CHECK ALL THAT APPLY)

[] lake [] stream/river [] pond [] wetland [] detention area [] ditch/swale [] catch basin/storm sewer [] county drain [] none

Distance to nearest surface water*, in feet _____ * on an attached document you will be asked to provide a erosion control plan that shows the limits of disturbance and the distance to the nearest surface water from that disturbance. The information on the application and erosion control plan must be the same on both the application/plan to be accepted.

EARTH CHANGE DESCRIPTION (CHECK ALL THAT APPLY)

Types of Earth Change

- [] single family residential (new)
[] single family residential (addition or alteration)
[] garage (addition or detached)
[] pole barn
[] other
[] shed
[] pool
[] pond
[] beach sand
[] sea wall

Additional Earth Change Features

- [] driveway [] utilities
[] culvert [] pool
[] well [] pond
[] septic field [] landscaping/berm
[] other

Additional Earth Change Information (CHECK YES OR NO)

- Has earth-moving activity started? Yes [] No []
Will de-watering occur? Yes [] No [] If yes, special requirements may apply
Will fill be brought on-site? Yes [] No [] Amount in cubic yards: _____
Will material be removed from the site? Yes [] No [] Amount in cubic yards: _____
Will work occur within 500 ft of surface water as listed above? Yes [] No [] If yes, a Soil Erosion Permit may be req'd

APPROXIMATE PROJECT TIMING _____ / _____ Start (Month/Year) _____ / _____ End (Month/Year)

EROSION CONTROL PLAN INFORMATION: Include the following information on the Erosion Control Plan for Waiver Issuance:

- Name, Address and Telephone Number of the landowner or designated agent
- Location on the property where the activity is taking place
- Include the limits of disturbance and the distance to surface water.

SOIL EROSION WAIVER FEE

All fees shall be paid in accordance with the current fee schedule approved by the Washtenaw County Board of Commissioners; see the SESC Program Guide for all program fees.

ISSUANCE INFORMATION

All waiver applications **must** be applied for **before earth moving activity may start on site**. Once a waiver has been issued for the indicated project the waiver holder **MUST POST** a copy of the waiver **On-Site and Clearly Visible from the Road**.

SIGNATURE

I, the **Landowner**/ **Designated Agent***, hereby certify that the above information is accurate to the best of my knowledge, have read/understand the **Washtenaw County Soil Erosion & Sedimentation Control Program Guide** and **fee schedule**, and agree to conform to all applicable laws/requirements of the State of Michigan and Washtenaw County.

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

Washtenaw County Office of the Water Resources Commissioner
*****OFFICE USE ONLY*****

Application Received:	_____	_____
	STAFF	DATE
Plan Review:	_____	_____
	STAFF	DATE
Waiver Issued:	_____	_____
	STAFF	DATE

NOTES:



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SOIL EROSION DESIGNATED AGENT AUTHORIZATION LETTER

I (we) as the property owner authorize the designated party to apply and obtain a SESC permit with Washtenaw County for the earth moving activity indicated below.

Designated Agent Information:

Company Name

Designated Agent Applicant/Contractor/Excavator/Person on Site (circle one)

Address _____
City

(_____) _____
Phone Number _____
Email Address

Jurisdiction _____ Township/City/Village (circle one)

Parcel ID # _____

Site Address _____

Project Description _____

Property Owner Information:

Print Name

Address _____
City

(_____) _____
Phone Number _____
Email Address

Signature _____ Date _____

- Landowner must sign their own name for acceptance by this office

♦ **Soil Erosion Permit #: SOI2013-** _____ **Project:** _____

RESIDENTIAL 1ST Review: Initials: _____ Date: ___/___/___ 2ND Review: Initials: _____ Date: ___/___/___

COMMERCIAL 1ST Review: Initials: _____ Date: ___/___/___ 2ND Review: Initials: _____ Date: ___/___/___

Have	SITE PLAN CHECKLIST FOR WASHTENAW COUNTY SOIL EROSION PERMITS	INSP. Need
<input type="checkbox"/>	Name, Address and Telephone Numbers of the Landowner or Designated Agent. Comments:	<input type="checkbox"/>
<input type="checkbox"/>	Legal Description of the affected parcel(s) Comments:	<input type="checkbox"/>
<input type="checkbox"/>	Site location map showing the site and all adjacent properties and proximity to all surface water within 500 feet at a scale not more than 1 inch = 200 feet. If not within 500 feet of surface water, a statement of such must be provided. Comments:	<input type="checkbox"/>
<input type="checkbox"/>	1. Site plan at a scale of no more than 1 inch = 100 feet which includes the following: Comments:	
<input type="checkbox"/>	A Location of predominant features, including all proposed and existing structures and vegetation on –site and extending 50 feet beyond property lines Comments:	<input type="checkbox"/>
<input type="checkbox"/>	B A soil survey or a written description of the soil types of the exposed land areas contemplated for the earth change Comments:	<input type="checkbox"/>
<input type="checkbox"/>	C Existing and proposed topography at a minimum of two (2) foot contour intervals extending 50 feet beyond the property lines for commercial projects. General slope information for residential projects. Comments:	<input type="checkbox"/>
<input type="checkbox"/>	2. Details for the proposed earth changes, including all of the following; Comments:	<input type="checkbox"/>
<input type="checkbox"/>	A A description and the location of the physical limits of each proposed earth change Comments:	<input type="checkbox"/>
<input type="checkbox"/>	B A description and location of all existing and proposed on-site drainage, including structure rim elevations and dewatering facilities, if applicable Comments:	<input type="checkbox"/>
<input type="checkbox"/>	C The timing sequence of each proposed activity included but not limited to: <ul style="list-style-type: none"> • Temporary control measures installed • Gravel construction access installed • Land Clearing • Detention/Retention/Sediment pond installation and stabilization • Road Construction • Utility Installation • Final grade/seed • Catch Basins/Ponds Cleaned • Permanent control measures installed and functioning • Remove Temporary control measures Comments:	<input type="checkbox"/>
<input type="checkbox"/>	D The location and description of procedures for installing, maintaining and removing all proposed temporary sesc measures Comments:	<input type="checkbox"/>
<input type="checkbox"/>	E A description and location of all proposed permanent soil erosion control measures Comments:	<input type="checkbox"/>
<input type="checkbox"/>	F Program proposal for the continued maintenance of all permanent sesc measures that remain after project completion, including the designation of the person responsible for the maintenance. Comments:	<input type="checkbox"/>
<input type="checkbox"/>	Designated Agent Letter Comments:	<input type="checkbox"/>
<input type="checkbox"/>	Completed Application, Fees and Performance Guarantee Comments:	<input type="checkbox"/>

Washtenaw County Soil Erosion Program Fee Schedule

Ordinance and fee structure adopted by the Washtenaw County Board of Commissioners on April 20, 2011

Fees must be submitted at the time of application

Permit Application Fees include **permit filing**, one **plan review** and one preliminary **site visit**. Additional plan reviews and any consultation will be charged at actual cost of **\$95/hour**. Maintenance inspections will be charged at actual cost of **\$95/Hour**. See the Ordinance for maintenance inspection schedule.

Residential Permit Application Fees

Residential Project: single family home (new or addition/alteration)

Fewer than 2 acres disturbed:	\$160
Between 2 and 10 acres disturbed:	\$210
More than 10 acres disturbed:	\$260
<i>Permit Renewal/Extension (6 months):</i>	<i>\$ 80</i>

Commercial Permit Application Fees

Commercial Projects: commerce, multiple residential or public service

Fewer than 2 acres disturbed:	\$235
Between 2 and 10 acres disturbed:	\$330
More than 10 acres disturbed:	\$330
	+ \$10/ acre over 10 acres disturbed

Waiver Application Fee

\$35 — **Residential or Commercial**

See the Washtenaw County Soil Erosion Ordinance, as amended 2011, for projects that may qualify for a waiver.

Commercial Projects also require a **Performance**

Guarantee of \$500 per acre disturbed with a \$2,000.00 minimum. Performance Guarantee checks should be made payable to the Washtenaw County Clerk's Registrars Office. *Please include the payer's Tax ID Number on the Memo Line.*

IN THE EVENT THAT EARTH-MOVING ACTIVITIES OCCUR PRIOR TO ISSUANCE OF A SOIL EROSION PERMIT, THE OWNER IS SUBJECT TO DOUBLE THE INITIAL APPLICATION FEE

Permit and Waiver applications must be accompanied by two copies of an erosion control plan as described in Article V of the Ordinance.

Transfer Fee

includes permit transfer filing and site visit

Residential Transfer Fees

Fewer than 2 acres disturbed:	\$100
Between 2 and 10 acres disturbed :	\$150
More than 10 acres disturbed:	\$200

Commercial Transfer Fees

Fewer than 2 acres disturbed:	\$150
Between 2 and 10 acres disturbed:	\$200
More than 10 acres disturbed:	\$200
	+ \$5/acre over 10 acres disturbed

Printing and Reproduction Fees

It is **strongly recommended** that applicants make their own arrangements to print required plans and images.

Visit <http://mapwashtenaw.ewashtenaw.org> to print site location maps and to find legal description, soil type, surface water and slope/contours.

If needed, printing and reproduction services are available through the Washtenaw County Map Store. The Applicant will be charged according to currently accepted printing prices for the Map Store.

As of February 2012, printing rates are as follows (rates are per page):

8.5 x 11 inches:	\$ 5.00	11 x 17 inches:	\$ 6.00	18 x 24 inches:	\$10.00
24 x 36 inches:	\$15.00	36 x 48 inches:	\$20.00		



Office of the Washtenaw County Water Resources Commissioner Soil Erosion Division

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Ann Arbor, MI 48103

Telephone: 734-222-6860 Fax: 734-222-6803
Email: drains@ewashtenaw.org

Office is open 8:30-5, Monday-Friday. See Washtenaw County schedule for scheduled holidays and furlough days