



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

BUSINESS LOCATION:  
**Washtenaw County**  
**Western County Service Center**  
 705 N. Zeeb Rd.  
 Ann Arbor, MI 48103  
 Phone: (734) 222-3888  
 Fax: (734) 222-3930

## Soil Erosion Permit Application

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

### 💧 IDENTIFICATION

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

Property Location \_\_\_\_\_ Subdivision \_\_\_\_\_ Lot \_\_\_\_\_

Project Description \_\_\_\_\_ Crossroads \_\_\_\_\_ and \_\_\_\_\_

LANDOWNER \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

DESIGNATED AGENT\* \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

**PARTY TO BE BILLED** (CHECK ONE)  Landowner  Designated Agent

\*DESIGNATED AGENT MUST HAVE A WRITTEN STATEMENT FROM LANDOWNER AUTHORIZING HIM/HER TO SECURE A PERMIT IN THE LANDOWNER'S NAME

CONTRACTOR \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

EXCAVATOR \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

### “ON-SITE” PERSON RESPONSIBLE FOR EARTH CHANGE

Affiliation (CHECK ONE):  Landowner  Designated Agent  Contractor  Excavator  \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_ Mobile (\_\_\_\_\_) \_\_\_\_\_

### 💧 SIZE OF EARTH CHANGE

Total site (lot) size, in acres \_\_\_\_\_ Total size of area cleared or disturbed \_\_\_\_\_  acres  sq ft (CHECK ONE)

Total size of new impervious surfaces (drives, parking areas, roofs, etc.), in square feet \_\_\_\_\_

### 💧 LOCATION OF NEAREST SURFACE WATER

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

lake  stream/river  pond  wetland  detention area  ditch  catch basin/storm sewer  none

Distance to nearest surface water, in feet \_\_\_\_\_ Body of water (if named) \_\_\_\_\_

### 💧 PROJECT SITE PLAN (attach two sets of plans, see the **Site Plan Checklist** for required information)

Plan Prepared by \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

**◆ EARTH CHANGE DESCRIPTION (CHECK ALL THAT APPLY)**

**Type(s) of Earth Change, MINOR**  
(MINOR INCLUDES PRIVATE RESIDENCE PROJECTS)

- single family residential (new)
- single family residential (addition/alt.)
- garage (addition or detached)
- pole barn
- pool (in ground)
- pond
- other \_\_\_\_\_

**Type(s) of Earth Change, MAJOR**  
(MAJOR INCLUDES COMMERCIAL, MULTIPLE RESIDENTIAL, PUBLIC SERVICE PROJECTS)

- commercial/industrial (new)
- commercial/industrial (add./alt.)
- residential development  
(subdivision, multi-family)
- recreation development
- golf course
- landscaping
- road
- pipeline (gas, water, sewer)
- utility
- school/church
- hospital
- wetland mitigation
- other \_\_\_\_\_

**Additional Features of Earth Change, MINOR and MAJOR Projects (CHECK ALL THAT APPLY)**

- |                                       |   |   |
|---------------------------------------|---|---|
| <input type="checkbox"/> driveway     | <input type="checkbox"/> road             | <input type="checkbox"/> pond                     |
| <input type="checkbox"/> culvert      | <input type="checkbox"/> bridge           | <input type="checkbox"/> detention/retention pond |
| <input type="checkbox"/> well         | <input type="checkbox"/> parking lot      | <input type="checkbox"/> stormwater structure     |
| <input type="checkbox"/> septic field | <input type="checkbox"/> berm             | <input type="checkbox"/> wastewater structure     |
| <input type="checkbox"/> utilities    | <input type="checkbox"/> pool (in ground) | <input type="checkbox"/> underground storage tank |
| <input type="checkbox"/> other _____  |   |   |

**Additional Earth Change Information, MINOR and MAJOR Projects (CHECK YES OR NO)**

- |  |  |   |
|--|--|---|
| Has earth-moving activity started?               | Yes <input type="checkbox"/> No <input type="checkbox"/> |   |
| Is the earth-moving activity over 5 acres?       | Yes <input type="checkbox"/> No <input type="checkbox"/> | If yes, an NPDES permit may be reqrd. from MDEQ     |
| Will work be occurring in a wetland?             | Yes <input type="checkbox"/> No <input type="checkbox"/> | If yes, permit(s) may be required from MDEQ         |
| Will de-watering occur?                          | Yes <input type="checkbox"/> No <input type="checkbox"/> | If yes, special requirements may apply              |
| Will work be occurring in a waterway/floodplain? | Yes <input type="checkbox"/> No <input type="checkbox"/> | If yes, permit(s) may be required from MDEQ         |
| Will a designated county drain be affected?      | Yes <input type="checkbox"/> No <input type="checkbox"/> | If yes, contact the Washtenaw County Drain Office   |
| Will chemicals be used, stored, or mfg. on site? | Yes <input type="checkbox"/> No <input type="checkbox"/> | If yes, a Pollution Prevention Review may be reqrd. |
| Will fill be brought on-site?                    | Yes <input type="checkbox"/> No <input type="checkbox"/> | Amount in cubic yards: _____                        |
| Will material be removed from the site?          | Yes <input type="checkbox"/> No <input type="checkbox"/> | Amount in cubic yards: _____                        |

**◆ APPROXIMATE PROJECT TIMING (Month/Year)**

**MINOR PROJECTS**

- \_\_\_\_/\_\_\_\_ Project Start Date
- \_\_\_\_/\_\_\_\_ Temporary Erosion Control Measures Installed
- \_\_\_\_/\_\_\_\_ Gravel Drive/Entrance Installed
- \_\_\_\_/\_\_\_\_ Land Cleared or Excavation Started
- \_\_\_\_/\_\_\_\_ Final Grading/Seeding
- \_\_\_\_/\_\_\_\_ Permanent Erosion Control Measures in Place
- \_\_\_\_/\_\_\_\_ Temporary Erosion Control Measures Removed
- \_\_\_\_/\_\_\_\_ Project End Date

**MAJOR PROJECTS**

- \_\_\_\_/\_\_\_\_ Project Start Date
- \_\_\_\_/\_\_\_\_ Temporary Erosion Control Measures Installed
- \_\_\_\_/\_\_\_\_ Gravel Drive/Entrance Installed
- \_\_\_\_/\_\_\_\_ Land Cleared or Excavation Started
- \_\_\_\_/\_\_\_\_ Detention/Retention/Sediment Ponds Installed
- \_\_\_\_/\_\_\_\_ Road Constructed
- \_\_\_\_/\_\_\_\_ Utilities Installed
- \_\_\_\_/\_\_\_\_ Final Grading/Seeding
- \_\_\_\_/\_\_\_\_ Catch Basins/Ponds Cleaned
- \_\_\_\_/\_\_\_\_ Permanent Erosion Control Measures in Place
- \_\_\_\_/\_\_\_\_ Temporary Erosion Control Measures Removed
- \_\_\_\_/\_\_\_\_ Project End Date

**◆ PERFORMANCE GUARANTEE (required for MAJOR projects only)**

- Performance Guarantee: \$ \_\_\_\_\_ ( Check  Letter of Credit)       Resource Remediation Fund: \$ \_\_\_\_\_  
MAKE CHECK PAYABLE TO WASHTENAW COUNTY CLERK'S REGISTRARS OFFICE      MAKE CHECK PAYABLE TO WASHTENAW COUNTY SOIL EROSION

**◆ PERMIT DELIVERY METHOD**

Pickup  Mail      TO       Landowner  Designated Agent  "On-Site" Person  
(CHOOSE ONE)      (CHOOSE ONE)

**◆ 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 \_\_\_\_\_