



# Soil Erosion and Sedimentation Control Application Packet



## CHIPPEWA COUNTY

The following items are required to apply for a Soil Erosion and Sedimentation Control permit for a construction/excavation project in **CHIPPEWA COUNTY ONLY**.

### Permit Application

- A “Permit Application for Part 91, Soil Erosion and Sedimentation Control”. (See page 2)

### Map that provides clear directions to project site.

- Please provide a scaled drawing with directions to the project site from Nearest known landmark (See page 3).

### Soil Erosion and Sedimentation Control Plan

The SESC plan requires basic information about the proposed project and site (See page 4):

- Property boundaries, road location, water body location, elevation and building location information
- Physical limits of the proposed earth change of your project
- Location of all proposed temporary and permanent control measures. A list of potential erosion control and sedimentation control measures is provided on page 5.

### Project Schedule

- A description of the timing and sequencing of the earth change activities and implementation of the SESC measures. (See page 6)
- Provide a written description of your proposed maintenance plan for all permanent SESC measures for your project site.

### Permit Fee

A permit fee is required (See page 7). The fees are based on the type and size of construction project.

To speed up the review process, we recommend that you take care to develop a thorough plan to address potential erosion problems associated with your project. When information on the application is complete and accurate, a permit — with appropriate conditions — is issued within 30 days.

**Submit your application, SESC Plan, Project Schedule, and permit fee to:**

Chippewa Luce Mackinac Conservation District  
2847 Ashmun Street  
Sault Ste. Marie, Michigan 49783  
Phone: 906-635-1278  
[www.clmcd.org](http://www.clmcd.org)

Update: 5/2021



PERMIT APPLICATION  
PART 91  
SOIL EROSION AND  
SEDIMENTATION CONTROL

CHIPPEWA  
COUNTY

*Office Use Only*  
Date Received: \_\_\_\_\_  
Date Issued: \_\_\_\_\_  
Permit #: \_\_\_\_\_

**Section 1: Applicant Information - Permit is always issued in the landowners name**

Applicant Name: \_\_\_\_\_ Applicant Type: Landowner  Designated Agent   
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Contact Phone Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
Landowners Name: (If being submitted by Designated Agent): \_\_\_\_\_

**Section 2: Project Information**

Project Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: Michigan Zip Code: \_\_\_\_\_  
Project Location (Found on Tax Bill or Plat Map): Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_  
Subdivision (If Known): \_\_\_\_\_ Parcel ID (If Known) \_\_\_\_\_ Lot No. \_\_\_\_\_  
Project Type: Residential  Commercial/Industrial/Forestry  Transportation  Utilities   
Water Impoundment  Gravel Pit  Other   
Size of Project (Square Ft. or Acres): \_\_\_\_\_ Approx. Distance to Waterbody/Drain: \_\_\_\_\_  
Estimated Project Start Date: \_\_\_\_\_ Estimated Project End Date: \_\_\_\_\_  
Brief Description Of Project:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section 3: Person Responsible for Project Work - Skip if same as Section 1**

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Contact Phone Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_

**Section 4: Signatures**

I (we) Affirm that the above information is accurate and that (we) will conduct the above described project in accordance to Part 91, Soil Erosion and Sedimentation Control of the Natural Resources and Environmental Protection Act (Act 451 of 1994) as amended, local ordinances, and documents accompanying this application.

Landowner Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Designated Agent Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Designated Agent must have written permission from the landowner authorizing him/her to secure a permit in the landowners name submitted with this application*

## Location Map

Please provide a driving map to find your property from the nearest common landmark

**\*\*Whitefish, Drummond, DeTour, Sugar Island, and Trout Lake areas please provide as much detail as possible \*\***

Project Address: \_\_\_\_\_



## Soil Erosion and Sedimentation Control Plan

Directions: Please provide a birds eye view of the property and include items in the checklist below



### SESC Plan Checklist

- |   |   |
|---|---|
| <input type="checkbox"/> Property boundaries              | <input type="checkbox"/> Elevation changes on property (slope)  |
| <input type="checkbox"/> Road and road name               | <input type="checkbox"/> Indicate buffer areas that will not be affected by construction activity                                       |
| <input type="checkbox"/> Location of water body, drainage | <input type="checkbox"/> Indicate where stock piles of soil may be stored during construction   |
| <input type="checkbox"/> Location of driveway             | <input type="checkbox"/> Draw in proposed permanent and temporary soil erosion and sediment control measures. Examples found don Page 5 |
| <input type="checkbox"/> Current vegetation               |   |
| <input type="checkbox"/> Current buildings                |   |
| <input type="checkbox"/> Proposed buildings               |   |

## **Soil Erosion and Sedimentation Control Suggested SESC Control Measures for Residential Projects**

Erosion and sedimentation are two separate, but inter-related processes. Both processes cause different types of environmental damage and require different control measures to minimize the impacts.

### **Erosion Control Measures**

Erosion is the process by which the land surface is worn away by the action of wind, water, ice, or gravity. Erosion is accelerated during and after construction. For this reason, you need to implement control measures that reduce or eliminate erosion at your construction site. Some suggestions for you to consider in your SESC plan are:

1. Scheduling project activities - Implement all control measures in a timely and logical fashion. If possible, plan phases of your earth work so that only areas actively under construction are exposed.
2. Seed and mulch areas with no vegetative cover - After you've moved earth around your project area, establish a quick-growing temporary grass cover. Mulch (straw) should always be placed on bare soil to protect it from rain or wind, whether or not it has been seeded.
3. Preserve vegetative buffers - This is a highly recommended control measure. Preserve vegetated buffer areas above and below the graded area. This will help to slow run-off and filter some of the sediment before it leaves the site.
4. Surface roughening. If you have a significant slope in your work area, you can roughen the slope with a drag, cultivator, or by back-blading perpendicular to the slope. This will help slow run-off and it will make the soil surface more suitable for holding seed and moisture.
5. Stabilizing ditches and areas of concentrated water flow. For erosion control options that can be implemented in concentrated flow areas, contact the Conservation District.

### **Sedimentation Control Measures**

Sedimentation is the process whereby detached particles generated by erosion are deposited elsewhere on the land or in our lakes, streams, and wetlands. Some suggestions for sediment control for you to consider in your SESC plan are:

1. Filter strips - Establish vegetative cover before grading the site. Filter strips are very effective in trapping or filtering sediment from runoff below a construction site. It is recommended that filter strips be a minimum of 20-25 feet of dense grass. No vehicles or construction should be allowed within a filter strip.
2. Perimeter barriers - Silt fence and straw bales are commonly used along the perimeter of small graded sites. Silt fences are far superior to straw bales because they are easier to install, longer lasting, and more effective. Silt fence must be installed correctly and trenched in a minimum of six inches. Install silt fence on the same elevation contour across the slope. Effectiveness of silt fencing can be increased by placing it beyond the toe of the slope. This will enhance sediment deposition by allowing more area for the water to pond.

**CONSTRUCTION AND SESC MEASURE INSTALLATION SCHEDULE**

*Estimates are fine. Significant Date Changes can be made by Contacting CLMCD*

Project Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

Identify Area that will be affected by Construction : \_\_\_\_\_ (Sq ft. or Acres): \_\_\_\_\_

Date Buffer Areas will be protected:  
*(Area between project and water not affected by construction activities)* Date Protected: \_\_\_\_\_

Dates of Temporary SESC Measures Instillation - *If the item below isn't for your project please place an N/A on the Date line*

SESC Measures such as:  
a. Perimeter Silt Fence: \_\_\_\_\_ Instillation Date: \_\_\_\_\_

b. \_\_\_\_\_ Instillation Date: \_\_\_\_\_

Strip and Protect Topsoil: \_\_\_\_\_ Start Date: \_\_\_\_\_

Rough Grade (Excavation start): \_\_\_\_\_ Date: \_\_\_\_\_

Excavate and Construct Footings: \_\_\_\_\_ Date: \_\_\_\_\_

Construct Foundation/Superstructure: \_\_\_\_\_ Date: \_\_\_\_\_

Final Grade (Excavation End): \_\_\_\_\_ Date: \_\_\_\_\_

Install Permanent SESC Measures

Spread Topsoil, Seed and Mulch, Landscaping or Sod: \_\_\_\_\_ Date: \_\_\_\_\_

a. \_\_\_\_\_ Date: \_\_\_\_\_

b. \_\_\_\_\_ Date: \_\_\_\_\_

Remove Temporary SESC Measures: \_\_\_\_\_ Date: \_\_\_\_\_  
*(After site is stabilized)*

**Provide a written description of your proposed maintenance plan for all permanent SESC measures for your project site.**

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## Soil Erosion and Sedimentation Control Fee Schedule - Updated: 5/2021

Project Type	Project Size/Scope	Fee	
<ul style="list-style-type: none"> <li>Industrial, commercial, shopping centers, complexes, manufacturing, dredging excavation, Forestry</li> </ul>	Up to one acre <i>Issued for 2 Building Seasons</i>	\$300	<input type="checkbox"/>
	~Each additional acre or fraction there-of	\$100	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Residential construction (Includes new home, additions, garages, outbuildings, new septic systems, replacement septic systems, shoreline protection, breakwalls, ramps, etc.)</li> </ul>	Basic permit <i>Issued for 2 Building Seasons</i>	\$150	<input type="checkbox"/>
	Application Received after starting (After the fact)	Additional \$150	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Transportation facilities, highways, railroads, airports, streets, trails</li> </ul>	Up to 15 miles	\$300	<input type="checkbox"/>
	~Each additional mile <i>Issued for 2 Building Seasons</i>	\$10	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Utilities—Electric, Cable, Gas, etc.</li> </ul>	Up to 15 miles	\$300	<input type="checkbox"/>
	~Each additional mile <i>Issued for 2 Building Seasons</i>	\$10	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Water impoundments, ponds &amp; lakes</li> </ul>	Up to one acre	\$300	<input type="checkbox"/>
	~Each additional acre or fraction there-of <i>Issued for 2 Building Seasons</i>	\$100	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Gravel Pits (5 year Permit)</li> </ul>	~Up to 5 acres	\$500	<input type="checkbox"/>
	~5 acres and up	\$700	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Renewal Fee if work not completed before permit expiration date</li> </ul>	2 Building Season Renewal	\$50	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Violation Site Visit/ Non-compliance Visit</li> </ul>	Assessed for every violation visit	\$50/visit	<input type="checkbox"/>

The Chippewa County Enforcement Agent (CEA) reserves the right to assess fees according to the following schedule. The CEA also reserves the right to not assess fees if the project is deemed exempt from a fee by the CEA. The CEA also reserves the right to forward any and all information to local, State, and Federal enforcement agencies if deemed appropriate. Information may also be shared with the various Chippewa County Departments including the Prosecuting Attorney and Building Department.

Permit Fee: \$ \_\_\_\_\_ 4% Card Fee: \$ \_\_\_\_\_ Permit Total: \$ \_\_\_\_\_

**Payment: Check or Money Order.**

Check Number: \_\_\_\_\_

Make checks payable to: **CLMCD**

**Credit/Debit Cards can be used by calling CLMCD. A 4% processing fee will be added to permit total.**

Mail the completed application form, SESC Plan, Project Schedule, and payment to:  
Chippewa Luce Mackinac Conservation District  
2847 Ashmun Street  
Sault Ste. Marie, Michigan 49783

## **Soil Erosion and Sedimentation Control Permit Application Review, Issuance and Follow-up**

### **\*PLEASE READ BEFORE SUBMISSION\***

The landowner or designated agent submits completed application form, SESC plans (per Rule 1703) and appropriate fees.

The Conservation District office reviews the application and SESC plans for completeness. A site visit may be necessary before the permit is issued. For complex projects, there may be a meeting(s) with the applicant or their representative. Based on assessment of the SESC plan, the Conservation District may require additional information or modification to plans.

**When the information on the application is complete and accurate, a permit — with appropriate conditions — is issued within 30 days.**

A copy of the approved SESC plan becomes an attachment to the permit and must be available with the permit at the site of the project.

# **\*The permit must be posted with other permits at the construction site.**

### **Site Inspections**

**By signing and submitting this permit you approve that Conservation District personnel will visit the site without notice:**

- Immediately (or very soon) after the earth change commences to confirm that permit conditions are understood and being followed.
  
- As appropriate during the life of the project.
  
- When a follow-up trip is required due to non-compliance with the provisions of the permit. A fee will be assessed.
  
- Before closing a permit or at the expiration date. If the site is not stabilized, the permit must be extended or a new permit issued.

### **Close Out of Project**

Upon completion of the project, Conservation District personnel will visit the site to ensure that the site is stabilized and all permanent SESC control measures are in place. A letter will be sent to the landowner when the project is considered closed by the Conservation District.



# Designated Agent Authorization

*\*Only needed if landowner does not sign application*



I (landowner) \_\_\_\_\_ hereby

authorize (contractor) \_\_\_\_\_

to act on my behalf to obtain a Soil Erosion and Sedimentation Control Permit

from the Chippewa Luce Mackinac Conservation District for earth movement on

my property located at:

\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Send form to:

Chippewa Luce Mackinac Conservation District

2847 Ashmun St.

Sault Ste Marie, MI 49783

906-635-1278

clmcd@macd.org