

GRAND TRAVERSE COUNTY SOIL EROSION –
 SEDIMENTATION CONTROL PROGRAM
 400 BOARDMAN AVE.
 TRAVERSE CITY, MICHIGAN 49684
 PHONE: (231) 995-6042 FAX: (231) 922-4636

Permit #:
Date Applied:
Expiration:
Receipt #:

PERMIT APPLICATION

PART 91, SOIL EROSION & SEDIMENTATION CONTROL, OF ACT 451 OF 1994,
 AS AMENDED GTC SOIL EROSION

ALL APPLICATION ITEMS MUST BE COMPLETED

APPLICANT: Owner Developer Contractor Engineer Other

Name:		Email:	
Address:		Phone:	
City:	State:	Zip:	Address:

SITE LOCATION INFORMATION: NOTE - TWO COMPLETE SET OF PLANS MUST BE ATTACHED

Township:	Section:	Town:	Range:	Subdivision:	Lot #:
Address:				City:	
State:	Zip:	Property Tax #:			

PROPOSED EARTH CHANGE:

Type of Change:	Size of Earth Change:
MDEQ Permit # (If Applicable):	Permit Fee: \$
Excavation Start Date:	Date to be Completed:

***Make Checks Payable to GTC**

REASON FOR PERMIT:

SOM PA 451, PART 91 REQUIREMENTS

GTC SESC REQUIREMENTS

<input type="checkbox"/> Within 500' of Lake or Stream * Estimated Distance to lake or Stream: _____ Name of Water Body: _____ <input type="checkbox"/> Acreage (Soil Disturbance of 1 Acre or More) <u>*Must be completed</u>	<input type="checkbox"/> Commercial Site <input type="checkbox"/> Within 100' of Protected Wetlands <input type="checkbox"/> Slopes of 10% or Greater <input type="checkbox"/> Heavy Clay Soils <input type="checkbox"/> Township Required / Development Required <input type="checkbox"/> Drain Easement on Site / Within a Drainage District
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PARTIES RESPONSIBLE FOR EARTH CHANGE

PROPERTY OWNER of Record (Include Warranty Deed for properties purchased less than 3 months ago)

Name :		Email:	
Mailing Address:		Phone:	
City:	State:	Zip:	Cell Phone:

Person "On-Site" Responsible for Earth Change:		Email:	
Company Name:		Phone:	
Mailing Address:			
City:	State:	Zip:	Cell Phone:

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 & Sedimentation Control, of the Natural Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994 , and/or the 2003 Grand Traverse County Soil Erosion Ordinance, its corresponding rules, applicable local ordinances and the agreements accompanying this application, and that I (we) have been notified and understand that the aforementioned ordinances are more restrictive than Part 91 of the N.R.E.P.A..

Owner's Signature:	Print Name:	Date:
Designated Agent's Signature:	Print Name:	Date:

*** The Landowner is responsible for the maintenance of all permanent SESC measures. **Designated Agent must have a written statement from landowner authorizing him/her to secure a permit in the landowner's name.**

COMMENCEMENT OF WORK PRIOR TO RECEIVING THE APPROVED PERMIT is a municipal or state civil infraction that may subject you to a fine of not more than \$2,500.00. Knowingly violating the Soil Erosion and Sedimentation Control Act, of 1994 PA 451, as amended or knowingly making a false statement on the permit application or a soil erosion or sedimentation control plan may subject you to a civil fine of not more than \$10,000.00 for each day of the violation. In addition, knowingly violating section 9112 or 9117, relating to a determination that the work undertaken does not conform to a permit or plan or adversely affects adjacent land or waters, may be responsible for a civil fine of not less than \$2,500.00 nor more than \$25,000.00 for each day of the violation.

PERMIT PROCEDURES

In accordance with Part 91 of Act 451 of 1994, as amended, and/or the GTC Ordinance #25 of 2003 and their corresponding General Rules, the undersigned herewith makes application for a permit to undertake a proposed earth change. Permit requirements will be as follows:

1. A person proposing to undertake an earth change shall submit an application for a state prescribed permit to the appropriate enforcing agency. In land development, the application shall be submitted by the landowner or their designated agent (a person who has written authorization from the landowner to sign the application and secure a permit in the landowner's name), whoever is responsible for the earth change.
2. The application shall be accompanied by a soil erosion and sedimentation control plan and any other document with the appropriate enforcing agency may require.
3. The soil erosion and sedimentation control plan shall be reviewed and approved by a person designated by the county or local enforcing agency who is trained and experienced in soil erosion and sedimentation control techniques.
4. The appropriate enforcing agency shall approve, disapprove or require modification of an application for an earth change permit within 30 calendar days following receipt of the application. Notification of disapproval shall be made by certified mail with the reasons for disapproval and conditions required for approval.
5. A state prescribed application form shall be provided to the applicant by the county or local enforcing agency.
6. A state prescribed permit shall be used by each county for local enforcing agency and shall include any additional provisions that may be required by the county or local enforcing agency. The permit shall be available on the site of the earth change for inspection.
7. Upon a determination that an applicant has met all the requirements of Part 91 and the promulgated rules, and the local ordinance, if applicable, the appropriate enforcing agency shall issue a permit for the proposed earth change.
8. An "authorized public agency" is exempt from obtaining a permit from a county or local enforcing agency, but shall notify the county or local enforcing agency of each proposed earth change.
9. When an earth change is under the jurisdiction of 2 or more local or county enforcing agencies, the person must obtain coverage in each jurisdiction, unless there is an interlocal agreement.

Checklist for Permit Applications

- Fill in all blanks including emails and phone numbers
 - A name must be in “Person Responsible for Earth Change”
 - “Same as Above” is not acceptable
 - Type of Change must be specific and include all aspects of the project
 - For example: New House must also include deck, garage, septic, pool
 - Size of Earth Change must include all disturbed areas, not just the footprint of the project
 - Excavation Start Date and Date to be Completed must be the same as the starting and ending dates on the construction schedule
 - Stamp construction schedule on the site plan – all blanks must be filled, N/A can be used for items that are not applicable
 - Property Tax Number must be listed.
 - Reason for Permit:
 - Distance to water must be indicated. If it is not within 500 ft of a body of water, do not check the box. Write in the body of water and the distance.
- Check all applicable boxes
- Property Owner must be filled out completely. If property was purchased within past – months, a warranty deed is needed as proof of ownership.
 - Owner’s signature is required. If there is a designated agent, a designated agent’s letter, signed by the owner is required. It can be sent by email if the applicant does not have it, but the permit will not be issued without it.
 - Commercial sites need to have a Maintenance Agreement. It can be filled out later, but the permit will not be issued without it.
 - Two (2) copies of the site plan are required.
 - Additional fees may be charged after the Inspector reviews the site plan:
 - Surety may be required which is refunded when the site is stabilized
 - The permit fee covers three (3) inspections. Any additional inspections due to compliance, sensitivity or requests from the applicant/owner will be charged \$55.00