

## You may need a permit if:

- A landowner or designated agent who contracts for, allows, or engages in, an earth change in this state shall obtain a permit from the appropriate enforcing agency before commencing an earth change which disturbs 1 or more acres of land or which is within 500 feet of the water's edge of a lake or stream, unless exempted in R 323.1705.
- An earth change activity that does not require a permit under subrule(1) of this rule is not exempt from enforcement procedures under part 91 or these rules, if the activity exempted by subrule (1) of this rule causes or results in a violation of part 91 or these rules.

## PERMIT PROCEDURES

In accordance with Part 91 of Act 451, of 1994 and it's corresponding general rules, the undersigned herewith makes application for a permit to undertake a proposed earth change. Permit requirements will be as follows:

- A landowner or designated agent shall submit an application for a permit to the appropriate enforcing agency. An application for a state prescribed permit shall be submitted to the Clare County Soil Erosion Department, here after referred to as the "enforcing agency"
- A landowner or designated agent shall submit, with the application, a soil erosion and sedimentation control plan and any other document that the enforcing agency may require
- 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.
- A person who is designated by the county or local enforcing agency and who is trained in soil erosion and sedimentation control methods and techniques shall review and approve all soil erosion and sedimentation control plans.
- 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. The enforcing agency shall notify an applicant of approval by first-class mail. If an application is disapproved, then the enforcing agency shall advise the applicant by certified mail of its reasons for disapproval and corrections required for approval. The enforcing agency need not notify an applicant of approval or disapproval by mail if the applicant is given written approval or disapproval of the application in person. A permit given to the applicant either in person or by first-class mail constitutes approval.
- A permit that contains state-prescribed information shall be used by each county or local enforcing agency and shall include any additional provisions required by the county or local enforcing agency. The permit shall be available at the site of the earth change for inspection..
- The application shall be accompanied by a soil erosion and sedimentation control plan and any other document which the authorizing agency may require. For COMMERCIAL PROJECTS, the plan must include: A) blueprints or detailed drawings, a description and location of the physical limits of each proposed earth change; B) a description and location of all existing and proposed on-site drainage facilities; C) a description and location of all proposed temporary and permanent soil erosion control measures.
- ALL PERMITS MUST BE AVAILABLE ON THE SITE OF THE EARTH CHANGE FOR INSPECTION.

- COMMERCIAL PROJECTS that require critical soil erosion measures or that require stabilization measures involving expenditures of more than \$500.00 may be required to issue a Surety Bond for the cost of stabilization posted with the Clare County Soil Erosion Department by the owner and a corporate surety agency.

## Soil Erosion and Sedimentation Control Plan Requirements

- A person shall prepare a soil erosion and sedimentation control plan for any earth change within 500 ft of a body of water or earth change greater than or equal to one acre. A person shall design the plan to effectively reduce accelerated soil erosion and sedimentation and shall identify factors that may contribute to soil erosion or sedimentation, or both. The plan shall include, but not be limited to, all of the following
- A map or maps at a scale of not more than 200 feet to the inch or as otherwise determined by the county or local enforcing agency. A map shall include a legal description and site location sketch that includes the proximity of any proposed earth change to lakes or streams, or both; predominant land features; and contour intervals or slope description
- A soils survey or a written description of the soil types of the exposed land area contemplated for the earth change.
- Details for proposed earth changes, including all of the following:
  - A description and the location of the physical limits of each proposed earth change.
  - A description and the location of all existing and proposed on-site drainage and de-watering facilities
  - The timing and sequence of each proposed earth change.
  - The location and description for installing and removing all proposed temporary soil erosion and sediment control measures.
  - A description and the location of all proposed permanent soil erosion and sediment control measures.
  - A program proposal for the continued maintenance of all permanent soil erosion and sediment control measures that remain after project completion, including the designation of the person responsible for the maintenance. Maintenance responsibilities shall become a part of any sales or exchange agreement for the land on which the permanent soil erosion control measures are located.

## **APPLICATIONS NOT FULLY COMPLETED WILL BE RETURNED.**

Please send completed application & required material along with payment made payable to

Clare County Soil Erosion  
225 W. Main St.  
P.O. Box 438  
Harrison MI., 48625-0438

If you have any further questions feel free to call the office at (989) 539-6402

# APPLICATION FOR PERMIT

## SOIL EROSION AND SEDIMENT CONTROL

In accordance with Part 91 of Act 451, of 1994 and it's corresponding general rules, the undersigned makes application to:

PROJECT TYPE: \_\_\_\_\_ SIZE OF TOTAL EXC.: \_\_\_\_\_  
(new residence, septic system, driveway, etc.) (acres or square feet)

DISTANCE TO WATER: \_\_\_\_\_ft. NAME OF WATER COURSE: \_\_\_\_\_

TOWNSHIP: \_\_\_\_\_ Sec.# \_\_\_\_\_ Property # \_\_\_\_\_  
(tax I.D. #)

PROJECT ADDRESS: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_ LOT# \_\_\_\_\_

APPLICANT: \_\_\_\_\_ Owner  Developer  Other

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

CITY, STATE, ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

LAND OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_

Responsible party for earth change  
NAME : \_\_\_\_\_ PHONE: \_\_\_\_\_

Responsible party for final stabilization  
NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

**NOTE:** All disturbed soils need to be stabilized within **5 days** of project completion in accordance with Rule 1709, subsection (5) of Part 91 of Act 451, of 1994 as amended.

Date Project is to **start:** \_\_\_\_\_, Expected **completion** date: \_\_\_\_\_

**NOTE:** This office has thirty (30) days to inspect and approve/deny an application for permit from the date the application is received in our office. No work can be done until the inspection is received.

Permittee agrees to indemnify the County of Clare and all of its departments, agencies, boards, commissions, officers, employees, and agents from any and all liability arising under or in any manner related to the issuance of the Permit or the privileges granted under this Permit.

The property owner, contractor, and any agent in obtaining this Permit are held responsible to insure the project is constructed in accordance with all drawings and specifications contained in this Permit.

The permittee hereby acknowledges and accepts sole liability for any injury to persons or property which may result from the activities authorized by issuance of this permit

\* \* I understand that payment of the application fee does not guarantee a permit. \* \*

I hereby submit this application and site plan which is to be followed in detail. I hereby authorize the Soil Erosion Control Agent to inspect this project site.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LANDOWNER / DESIGNATED AGENT

# PROJECT SITE LOCATION DIRECTIONS

## SITE PLAN

NOTE: **Outline** the entire proposed earth change area using a **dashed line** (- - - ). Any earth disturbance exceeding the area indicated on plan will be considered a violation of the permit.

Applicant must contact the Soil Erosion Control Office if **ANY CHANGES OR ALTERATIONS** are necessary on the site plan as submitted on this application.