

# SOIL EROSION AND SEDIMENTATION CONTROL PERMIT APPLICATION

6-18-07

ANN ARBOR CHARTER TOWNSHIP  
 3792 Pontiac Trail, Ann Arbor, Michigan 48105-9656  
 Phone (734) 663-3418 Website: www.aatwp.org

FEES		OFFICE USE	
Admin	\$	Permit Number	
Escrow	\$	Date Issued	
Performance Deposit	\$	Expiration Date	
TOTAL	\$		

**Please print or type.**

1. **APPLICANT** (Please check if applicant is the landowner or designated agent\*)  
 \*Designated agent must submit a written statement from landowner authorizing the agent to secure a permit in the landowner's name.

Name <input type="checkbox"/> Landowner <input type="checkbox"/> Designated Agent			
Address			E-mail Address
City	State	Zip Code	Telephone No. ( )

2. **Location in ANN ARBOR CHARTER TOWNSHIP T2S R6E, Washtenaw County**

Section	Lot No.	Tax ID Number
Subdivision	Street Address	

3. **Proposed Earth Change**

Project Type:  Single Family Residential (Existing)  
 New Residential Construction (Single or Multi-Family Residential)  
 Commercial  Other  Industrial  Land Balancing  
 Stockpiling \_\_\_\_\_  
 NPDES Permit Required  $\geq 5$  acres  Yes  No

Name of project	Describe project	Size of earth change (round up to nearest acre)
Name of and distance to nearest lake, stream or drain	Project start date	Project completion date
Chronological sequence and expected time of year for each major phase of earth disruption (attach list if necessary)		

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**4. Soil Erosion and Sedimentation Control Plan (Refer to attached SESC Plan Checklist and Rule 323.1703)**

2 complete sets of soil erosion control plans must be attached. (One (1) approved plan will be returned with the permit.)	Estimated Cost of Erosion Control (attach itemized cost estimate)	
	Plan Preparer's Name	Telephone No. ( )

**5. Parties Responsible for Earth Change**

Name of Landowner (if not provided in Box No. 1)			Address	
City	State	Zip Code	Telephone No. ( )	
Name of Individual "On-Site" Responsible for Earth Change			Company Name	
Address		City	State	Zip Code
Telephone No. ( )			E-Mail Address	

**6. Administration Fee (Non-Refundable) \$ \_\_\_\_\_**

**7. Escrow Deposit for Review and Inspection Fees \$ \_\_\_\_\_**

Fee and Deposit must be submitted with the permit application. See attached fee schedule for amount required.	
Amount Required	\$ _____

**8. Performance Guaranty**

Performance guaranty must be submitted with the permit application. See attached performance deposit schedule.					
Amount Required \$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Cashier's Check					
Address		City	State	Zip Code	Telephone No. ( )
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 and Sedimentation Control, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, applicable local ordinances, and the documents accompanying this application. <u>Take Notice:</u> The Ann Arbor Charter Township Ordinance is more restrictive than Part 91 and the Rules as it governs all earth changes regardless of size unless otherwise exempt under the Ordinance.					
Landowner's Signature		Print Name		Date	
Designated Agent's Signature *		Print Name		Date	

\* Written statement from above landowner authorizing him/her to secure a permit in the landowner's name attached.

**ANN ARBOR CHARTER TOWNSHIP  
SOIL EROSION FEE SCHEDULE**

GENERAL

Fees for a soil erosion control permit are as follows:

**A. FOR MAJOR PROJECTS OR MINOR PROJECTS:**

1. A non-refundable \$250 administrative fee,
2. An Escrow Deposit of \$5000 for a Minor Project or \$10,000 for a Major Project as defined in the Soil Erosion and Sedimentation Control Ordinance. The escrow deposit will be evaluated by the Township when there is approximately 25% remaining in the account and if determined by the Township to be necessary in view of the status of the Project, the applicant will deposit an additional amount not to exceed one-half of the original escrow amount. If the applicant fails to pay the additional deposit in a timely manner, the municipal enforcing agency shall issue a stop work order, the escrow account shall be deemed inactive and an additional \$300 administrative fee will be required to re-activate the account. Any remaining funds in the escrow account will be returned to the applicant when the project is complete, permanent stabilizing measures are installed and functioning, temporary measures are removed and final inspection has been approved.
3. A Performance Guarantee in the form of cash, cashier's check or letter of credit. The Performance Guarantee (or residual balance if funds are used pursuant to the Ordinance) will be released when the project is complete, all permanent stabilizing measures are installed and functioning, temporary measures are removed and final inspection has been approved. The performance guarantee shall be \$500 per acre disturbed, with a minimum of \$2,000.

**B. FOR SINGLE FAMILY RESIDENTIAL PROJECTS (EXISTING STRUCTURES):**

1. A non-refundable fee of \$230 (which includes 2 inspections).
2. \$65 for each inspection after the first two inspections.

**C. FOR A PERMIT WAIVER:** A non-refundable fee of \$35. NOTE: The landowner must provide an affidavit that the earth change will disturb less than 225 square feet and the earth change will not contribute to sedimentation of lakes and streams or onto properties adjacent to the earth change. **(SEE SEPARATE APPLICATION FORM)**

**\*\* Note, you must include a Soil Erosion and Sedimentation Control Plan in accordance with the attached SESC Plan Checklist\*\***

**ANN ARBOR CHARTER TOWNSHIP**

**GENERAL**

1. The Ann Arbor Charter Township Ordinance is more restrictive than Part 91 and the Rules as it governs all earth changes regardless of size, unless otherwise exempted.
2. The contractor shall implement and maintain the soil erosion control measures as shown on the plans at all times during construction on this project. Any modifications or additions to the soil erosion control measures due to construction or changed conditions, shall be complied with as required or directed by the owner, project engineer or Ann Arbor Township.
3. All soil erosion and sedimentation control work shall conform to the permit requirements of Ann Arbor Township and the laws of the State of Michigan.
4. An NPDES construction activity permit is required for all sites greater than 5 acres.
5. Daily inspections shall be made by the contractor. Periodic inspections may be made by the owner/project engineer/Township to determine the effectiveness of erosion and sedimentation control measures. Any necessary corrections shall be made without delay.
6. Erosion and sedimentation from work on the site shall be contained on the site and not be allowed to collect on any off-site areas or in waterways.
7. All mud/dirt tracked onto roads from the site due to construction, shall be promptly removed by the contractor.
8. Restoration of all disturbed areas, including placement of topsoil, seed, fertilizer and mulch and/or sod shall be done within 5 days of the completion of final grade.
9. Construction operations shall be scheduled and performed so that preventative soil erosion control measures are in place prior to excavation in critical areas and temporary stabilization measures are in place immediately following backfilling operations.
10. Special precautions will be taken in the use of construction equipment to prevent situations that promote erosion.
11. Proper dust control shall be maintained during construction by use of water trucks and/or chloride as required.
12. The contractor shall be responsible for maintaining all temporary soil erosion control measures and removal of some upon authorized completion of project. Completion of project will not be authorized until all site work, home building, road work and utility construction is complete and all soils are stabilized.

13. The contractor shall not grade in existing wetland or conservation areas to be protected. Silt fence shall be installed and maintained adjacent to existing wetland and conservation areas to prevent grading, erosion and sedimentation into them.
14. Tree protection fencing must remain intact until restoration of the site is complete.

### **SEQUENCE OF CONSTRUCTION**

1. Install sediment fence and tree protection fencing prior to any grading operation.
2. Install mud tracking pad.
3. Construct temporary sediment/detention basin.
4. Place topsoil, fertilizer, seed and mulch over the entire detention basin area.
5. Rough grade site, stockpile topsoil and begin building construction.
6. Install storm drainage system including riprap and parking lot inlet filters and detention basin standpipe.
7. Maintain erosion and sedimentation control measures, as required.
8. Install sanitary sewer and water systems.
9. Bring pavement areas to sub-base grade, place sub-base and bituminous pavement.
10. Install franchised utilities.
11. Finish grade, redistribute topsoil, seed and mulch all disturbed areas.
12. Remove any accumulated sediment within the detention basin and replace clean washed stone around standpipe.
13. Complete construction of site.
14. Insure all soil is stabilized. Remove all temporary soil erosion control measures.

### **SEEDING/SOD**

1. Seed or sod in accordance with project specifications.
2. All areas of disturbed earth that are not to be paved or sodded shall have 4 inches of topsoil, seed, fertilizer and mulch.
3. Immediately after seeding, mulch all seeded areas with unweathered small grain straw (preferably wheat) or hay spread. Spread uniformly at the rate of 1 ½ to 2 tons or 100 pounds

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(2 to 3 bales) per 1,000 square foot. This mulch should be anchored with a disc-type mulch-anchoring tool.

4. Any disturbed area not paved, seeded or mulched, sodded or built upon by November 15, is to be mulched in the manner as specified above, in order to provide soil erosion protection during the winter and early spring.
5. All erosion and sedimentation control prevention procedures and structures are to comply with the Standards and Specifications for soil erosion and sediment control of the Washtenaw County Soil Conservation District.

#### **CATCH BASIN/MANHOLE PROTECTION**

1. Protect storm sewer catch basins with Dandy Products Inc. or approved equivalent as follows:
  - a. Dandy Bag for 1040 storm covers.
  - b. Beaver Dam for all curb structures.
  - c. Dandy Sock over all detention pond outlet structures.

#### **ROADS**

1. During construction, all roads shall be protected from unvegetated areas washing onto road surfaces by placement of silt fence behind curb or a 10 foot wide straw mulch bank behind the curb or other approved method and/or as shown on the plans.
2. During construction of any portion of the project, roads shall be maintained free of dirt, silt and construction debris.

# RESIDENTIAL CHECKLIST FOR SESC PERMIT

Ann Arbor Charter Township

An SESC Permit is required for any project with an earth disturbance greater than 225 sq. ft. Residential projects with a footprint exceeding 2,000 sq. ft. are considered major projects. Residential projects less than 2,000 sq. ft. are minor projects.

Shown	n/a	No.	Item	Applies to (Major/Minor)	Comments
		1	Plan showing predominant land features (trees, hills, etc) and proximity to lakes, streams or wetlands within 500 ft. Plans for major projects shall be at scale of not more than 1"-200'	Minor & Major	
		2	Limits of earth disruption.	Minor & Major	
		3	Soils survey or written description of soil types of the exposed land area.	Minor & Major	
		4	Description and location of all existing and proposed on-site drainage and dewatering facilities. If dewatering is necessary, a dewatering plan must be submitted prior to construction.	Minor & Major	
		5	Detailed sequence of construction including anticipated start and end dates and a time schedule for the installation of soil erosion and sedimentation control measures.	Minor & Major	
		6	Description and location of all proposed temporary and permanent soil erosion and sedimentation control measures.	Minor & Major	
		7	Program proposal for continued maintenance and individual responsible for permanent soil erosion and sedimentation control measures.	Minor & Major	
		8	Before and after grading plan Minor - Identify drainage patterns with arrows and any stormwater features such as swales, ect. Major - By engineer with complete topographic survey.	Minor & Major	
		9	Description of how to install each control measure.	Major	
		10	Potential stockpile areas shown with a note stating silt fence shall be installed and maintained around perimeter of such stockpile.	Minor & Major	
		11	Construction mud tracking entrance: minimum depth of 6-inches of 1x3-inch limestone, minimum length of 100 feet, width 20 feet.	Major	
		12	Silt fence: prominent line type in legend, 6" minimum anchor trench, stakes 6' maximum spacing, stakes driven into ground 1' minimum.	Minor & Major	
		13	Drainage ditches and slopes steeper than 1:4 (25%) stabilized with erosion control blanket.	Minor & Major	
		14	Steep slopes that do not take upon initial seeding must be re-seeded and stabilized with erosion control blankets.	Minor & Major	
		15	Tree protection fence: standard 48" high snow or construction fence, 6' maximum spacing of stakes, fence located outside drip-line.	Minor & Major	

### Additional Comments and Concerns:

Please note that a field pre-construction meeting must be held prior to any earth change activity.