

**CLARE COUNTY CONSERVATION DISTRICT
SOIL EROSION AND SEDIMENTATION CONTROL
PERMIT FEE SCHEDULE**

(Effective 1/11/12)

APPLICATION FEE _____ \$15.00

BASIC PERMIT FEE: (includes application fee) _____ \$15.00

MINOR EARTH CHANGE OR EARTHWORK ACTIVITY: (application fee not included)

Examples - (seawall, beach, addition, garage, pole barn, septic system, well filling, leveling, clearing, landscaping, etc.) Permit is valid for **only one** earth change or activity.

(earth change up to 1 acre in size) _____ \$100.00

Permit is good for 60 days, past 60 will be charged at \$1.00 per day.

MAJOR EARTH CHANGE OR EARTHWORK ACTIVITY: (application fee not included)

Examples - (new residence, commercial, roads, utilities/pipelines, ponds, etc. Excludes gravel pits)

Projects up to 1 acre in size _____ \$225.00

Each additional 1 acre or fraction thereof, up through 20 acres _____ \$75.00

Projects greater than 20 acres in size _____ First acre \$225.00

Each additional 1 acre or a fraction thereof _____ \$50.00

Permit is good for 12 months; extensions are available in 6 month increments at \$125.00 per 6 months. If an extension becomes necessary, applicant must contact this office for approval prior to expiration of the Permit.

NEW GRAVEL PITS:

1 to 9.99 acres _____ \$250.00

10 acres and greater _____ \$50 per acre

All gravel pit permits fees cover first year of operation with extensions available at below fees.

PIT EXTENSIONS AND EXISTING PITS AS OF JUNE 18, 2002:

Extensions purchased after time of application are available for _____ \$250.00 per year.

Extensions purchased in 5 year increments are available for _____ \$750.00 for all 5 years. (Limit 5 years)

All fees are non-refundable once an extension is issued.

PIT EXPANSION:

Additional property acquired for pit expansion after time of original application or acres not included in original application will be subject to "New Gravel Pit" fees.

INSPECTIONS:

All Permits include issuance and termination inspections
additional inspections may apply per MDEQ compliance
and Prioritization schedule _____

\$25.00 per visit

**SCHEDULED PERMIT FEE WILL BE DOUBLED WHERE THE
EARTHWORK IS IN PROGRESS AND A CURRENT PERMIT HAS NOT
BEEN ISSUED.**

Frequently asked questions about soil erosion

What is Part 91?

Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act, 1994 PA, as amended, addresses the need to control erosion and sedimentation to protect our lakes and streams.

Why is erosion and sediment control important?

Sediment is the greatest pollutant, by volume, entering our lakes and streams. Sediment is the product of uncontrolled erosion. Everyone in Michigan is affected by erosion and off-site sedimentation. Erosion and sedimentation result in: loss of fertile topsoil, filling of lakes and streams, increased flooding, damage to plant and animal life, and structural damage to buildings and roads.

Why was Part 91 passed?

The primary intent of Part 91 is to protect the waters of the state by minimizing erosion and controlling sediment.

When do I need to get a permit?

A permit is required for any earth change that disturbs more than 100 sq. feet of soil. An application is required anytime you disturb the soil. Plowing and tilling of land for crop production, and some logging and mining activities do not require permits or applications.

What types of permits are there?

There are two different types of permits and a waiver. There is a **Major/Minor** permit and a **Basic** permit. The **Basic** permit means that an inspection is not required to start or complete the earth change activities. There is a \$15 fee (also called application fee) for this permit. This permit is required for any earth activity that is greater than 100 sq. feet.

The **Major/Minor** permit means that an inspection is required at least twice during the course of the project. The fees for a **Major/Minor** permit vary depending on the size of the project. There is a \$15 application fee for this permit.

A waiver of all fees is provided and necessary when the project is less than 100 sq. ft **AND** can be completed within 24 hours. There is no fee for a waiver but an informational sheet needs to be filled out.

Where can I get a permit?

The county has a soil erosion department located in the courthouse. The permit application can be picked up there; it can also be mailed, faxed, or found on our website at www.clarecd.org. The departments' telephone number is (989) 539-6401.

What do I have to do to get a permit?

First an application needs to be completed. Then we will look at the proposed project site. Next, we will issue a permit, if there are no possible problems.

What if there is a possibility of problems?

We will do whatever we can to help you to minimize the impact of your proposed construction.

What information is needed on a permit application?

The applicant must provide specific information such as the name of the responsible individual, land owner name, phone numbers for owner and contractor, location and size of the earth change, distance to water, description of the earth change, project starting and ending dates, and property number.

Is there a charge for a permit?

Yes, as of October 1, 2009, there will be a **Basic** permit/processing fee of \$15.00 for all applications.

Additional fees for permits will be added if a **Major/Minor** permit is necessary.

What is the charge for a permit?

See current **FEE Schedule**.

Important Information:

- An earth change activity that does not require a permit under subrule(1)of R 323.1705, 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

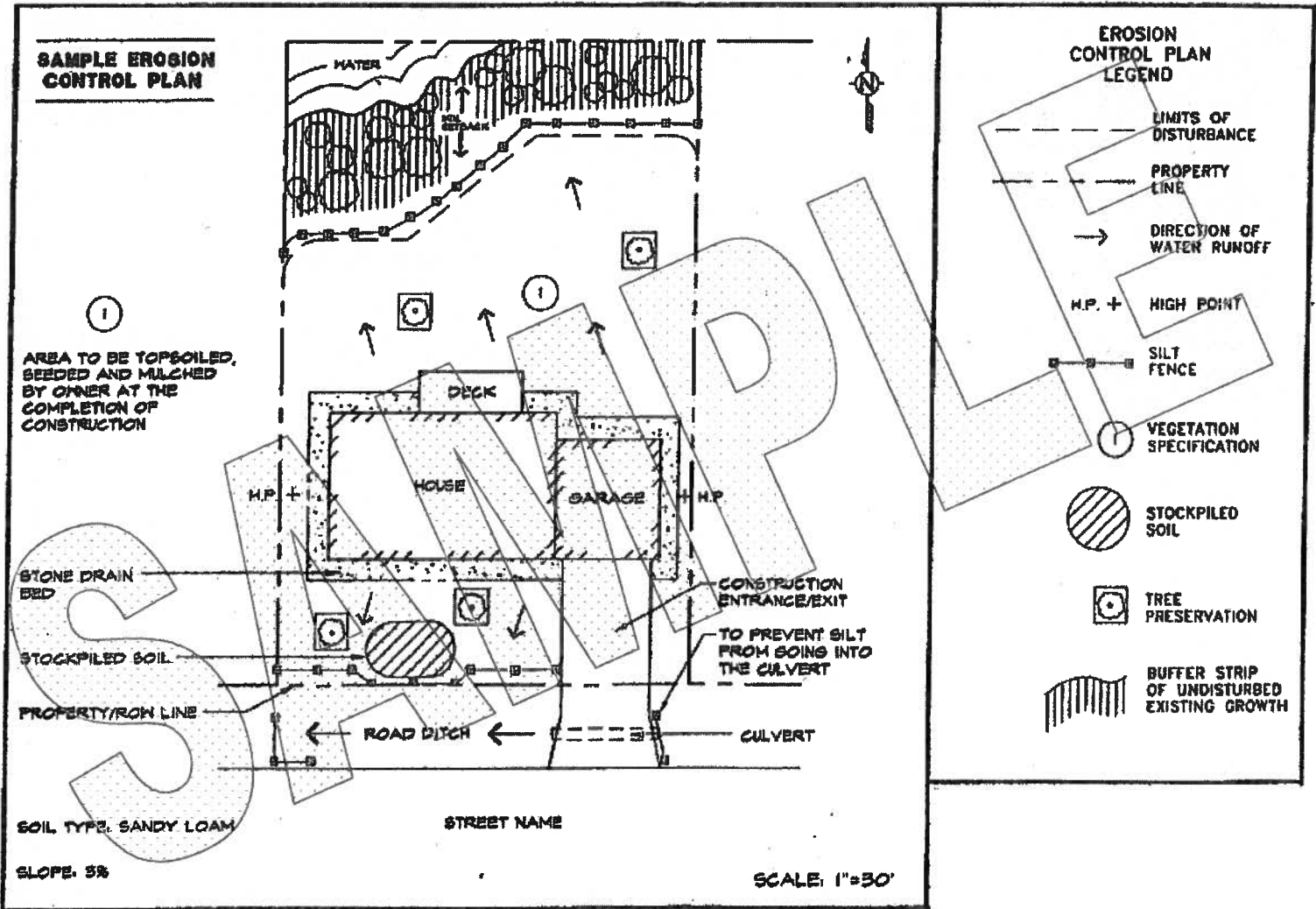
Clare Conservation District
Clare County Soil Erosion Program
225 W. Main St. P.O. Box 356
Harrison MI., 48625-0356

If you have any further questions feel free to call the office at (989) 539-6401

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.

APPLICATION FOR PERMIT

SOIL EROSION AND SEDIMENT CONTROL

Date _____

Receipt # _____

Amount \$ _____

In accordance with Part 91 of Act 451, of 1994 and its 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 NEAREST WATER: _____

TOWNSHIP: _____ Sec.# _____ Property #(Tax I.D.#) _____

PROJECT ADDRESS: _____ SUBDIVISION: _____ LOT# _____

Project **START** Date: _____, Project **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.

APPLICANT: _____ Owner Contractor Other

(MAILING)

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

LAND OWNER: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

Responsible party for earth change

NAME: _____

PHONE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

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.

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

Clare Conservation District, 225 W. Main P.O. Box 356, Harrison, MI 48625, 989-539-6401/989-539-2182 fax

Designated agent must have a written statement from landowner authorizing him/her to secure a permit in the landowners name.

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CLARE CONSERVATION DISTRICT

Offices of Clare County Soil Erosion &

Clare County Gypsy Moth Suppression Program

225 WEST MAIN STREET

Telephone: (989) 539-6401

P O BOX 356

Fax: (989) 539-2182

HARRISON MI 48625-0356

Web Site: www.clarecd.org

Board Members:

Larry Gross, Chairman
John Hood, Vice-Chairman
Scott Peterson, Member
Kurt Krug, Secretary
Roberta Schunk, Treasurer

Effective immediately, Part 91 requires each designated agent applying for a Soil Erosion Permit on behalf of another person to include a statement authorizing him/her to secure the permit. Please have the landowner complete this Letter of Authorization to be submitted with the application.

Office Staff:

Kristina Sigafoose -
Administrator

Kristina Sigafoose -
GM Coordinator

Assistant

Stephen Conroy -
Soil Erosion Agent

**Natural Resources
Conservation Service -**
David Lehnert, Conservationist
DeAnn Denton, Assistant

**Conservation Reserve
Enhancement Program/CMI
Program -**

LETTER OF AUTHORIZATION

_____ is authorized to secure a Soil Erosion Permit
(Name of Designated Agent)

in my Name for a project requiring said permit at:

(Address of Project Location)

(Print Name of Landowner)

(Signature of Landowner)

(Date)