



# RESIDENTIAL SINGLE LOT

## SOIL EROSION PERMIT APPLICATION

Oakland County Water Resources Commissioner  
One Public Works Drive Waterford, MI 48328-1907  
Soil Erosion Office: (248) 858-5389 soilerosion@oakgov.com

### REQUIREMENTS: COMPLETED APPLICATION, SITE PLAN (DIGITAL) & PROOF OF LAND OWNERSHIP

**\*ALL APPLICATION SUBMITTALS MUST BE MADE ON OUR ONLINE PORTAL\***

SITE CLASSIFICATION: \_\_\_\_\_ APPLICATION NO.: \_\_\_\_\_ DATE: \_\_\_\_\_

#### PLEASE TYPE OR PRINT IN INK AND DO NOT WRITE ABOVE THIS LINE

#### 1. PROPERTY INFORMATION\*

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

PROPERTY IS LOCATED **N S E W** OF WHAT CLOSEST PROPERTY ADDRESS: \_\_\_\_\_

CITY/VLG/TWP: \_\_\_\_\_

SIDWELL NUMBER (TAX I.D.): \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ LOT# (if any): \_\_\_\_\_

NEAREST MAJOR CROSSROADS: \_\_\_\_\_  
(REQUIRED)

#### 2. NAMES, ADDRESSES, AND PHONE NUMBERS

CONTACT NAME OF LANDOWNER(S) OF RECORD: \_\_\_\_\_ (REQUIRED)

COMPANY (if any): \_\_\_\_\_

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

(applications with P.O. box numbers will not be accepted)

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT NAME FOR BUILDER: \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ON-SITE PROJECT CONTACT NAME: \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_ MOBILE PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

#### 3. TYPE OF CONSTRUCTION (CHECK ONE)

\_\_\_\_\_ SINGLE FAMILY RESIDENCE SEAWALL/POOL \_\_\_\_\_

\_\_\_\_\_ ADDITION TO A RESIDENCE GARAGE/POLE BARN \_\_\_\_\_

\_\_\_\_\_ FILL, LAND BALANCING, OR GRADING OPERATION \_\_\_\_\_

\_\_\_\_\_ OTHER(SPECIFY) \_\_\_\_\_

**4. ANSWER "YES" OR "NO" TO THE FOLLOWING QUESTIONS**

- \_\_\_\_\_ A. Will any soil be removed from the site?
- \_\_\_\_\_ B. Will any "fill" material be brought into the site? **If yes**, state amount and type of fill: \_\_\_\_\_
- \_\_\_\_\_ C. Will vegetative re-stabilization (sod, seed and mulch, landscaping, etc.) be provided by the builder?
- \_\_\_\_\_ D. Does the lot abut a lake, stream, open drain, pond, detention/retention pond or wetland?
- \_\_\_\_\_ E. Does the project require a EGLE permit? Attach a copy of the EGLE permits for Part 31(Floodplain Occupancy Authority), Part 301 (Inland Lakes and Streams), and/or Part 303 (Wetland Protection). If yes, then EGLE Permit must be submitted with application, or it will not be reviewed until received by OCWRC.
- \_\_\_\_\_ F. Do you own any of the surrounding lots? If yes, which ones? \_\_\_\_\_

5. Area of earth disruption in acres or square feet: \_\_\_\_\_
6. Distance from earth disruption to nearest open drain, lake, stream, pond, detention/retention pond or wetland in feet: \_\_\_\_\_ Name of body of water: \_\_\_\_\_
7. Soil Erosion Permit Duration (**Circle one or fill in the blank**): 3 months, 6 months, 9 months, 12 months, or \_\_\_\_\_
8. Type of soil or attach a soils survey map of the property: \_\_\_\_\_

**Fill in Sequence of Construction Chart: REQUIRED**

SEQUENCE OF CONSTRUCTION													
		OPERATION TIME SCHEDULE - BEGINNING: _____											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
A	Soil Erosion Control Measures												
B	Excavate Basement												
C	Backfill Basement												
D	Stone Access Drive												
E	Complete All Earth Movement												
F	Seed & Mulch As Required												

**10. INCLUDE ONE (1) SITE PLAN SHOWING THE FOLLOWING:****ACCEPTABLE PROOF OF OWNERSHIP: CURRENT TAX BILL, RECORDED WARRANTY DEED, BUYERS & SELLERS CLOSING STATEMENTS, OR RECORDED LAND CONTRACT.**

- A. Legal description of property
- B. Location map with north arrow and distance to nearest open drain, lake, stream, pond, detention/retention pond or wetland. (must be drawn on a separate sheet of 8 ½" x 11" paper)
- C. Topographical maps, counters or grades shots which accurately shows the existing and proposed drainage patterns. (maps available at [Oakland County's One Stop Shop](#))
- D. Lakes, streams, wetlands, drains, etc., must be shown on the plans
- E. For sites located near a lake, stream or wetland, the site plan must be drawn by an architect, surveyor or civil engineer
- F. Show the location of the house, garage, road, driveway, swales, lakes, streams, wetlands, ponds, ditches, and catch basins. Include a subdivision map (if applicable)
- G. Stone access drive of 1" – 3" stone into the project site (minimum 12' x 50' or to building envelope)
- H. Graphic location of temporary soil erosion controls (must show proposed silt fence location, stone access drive, etc.)
- I. Graphic location of limits of earth disruption
- J. Soil erosion and sedimentation controls details
- K. Maintenance notes for soil erosion and sedimentation controls must include the following statement: **"The soil erosion controls will be maintained weekly and after every storm event by (whom)"**
- L. All items must be drawn to scale (No larger than 1" = 200')

**11. PERMIT FEE CALCULATION IS COMPLETED BY THE SOIL EROSION UNIT AT THE TIME OF REVIEW.**

**APPLICATION REVIEW FEE IS \$75, PERMIT FEES ARE CALCULATED BY INSPECTORS AND MUST BE PAID WHEN THE PERMIT IS PICKED UP.**

**PERMITS NOT PICKED UP WITHIN 30 DAYS AFTER NOTIFICATION OF APPROVAL WILL BE TERMINATED.**

**NO REFUNDS WILL BE ISSUED**

**INSPECTION FEES:**

<b>Classification</b>	<b>Annual Inspection Fee:</b>	<b>Quarterly Inspection Fee:</b>
Class 5	\$700	\$175.00
Class 4	\$345	\$86.25
Class 3	\$270	\$67.50
Class 2	\$190	\$47.50
Class 1	\$140	\$35.00

Make checks payable to: **Water Resources Commissioner or WRC**

Cash, Check, Visa, MasterCard and Discover are accepted

- 12.** The permit may be renewed for a maximum of one (1) year from the date of application **if there is no activity on the site.**
- 13.** To transfer a permit, a permit transfer information form, or a similar form created by the landowner, must be completed and signed, then mailed or delivered to the WRC soil erosion unit offices. A permit cannot be transferred if there are any outstanding balances or violations against the permit.
- 14.** This permit will be renewed every three (3) months after it expires until the site has all permanent soil erosion controls in place. **Final vegetation is specified as having every square foot of disturbance covered with a density of 90% and it is at least 1” in height.**

**15. ENFORCEMENT ACKNOWLEDGEMENT**

- A.** Failure to comply with the applicable requirements of Part 91, Soil Erosion and Sedimentation Control of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as Amended (“Part 91”), is a civil infraction and will result in one or more of the following actions taken by this office: (1) a fine up to \$2,500; (2) installation of soil erosion and sedimentation controls by county enforcing agency with all costs related to the administration, legal costs, permit or renewal fees and implementation of controls to be assessed against the landowner which may become a lien on the property if not paid; (3) a temporary restraining order will be filed in court to restrain any and all further construction at the property site, and to recover damages to the natural resources of the state; and (4) any other legal action necessary to ensure compliance with Michigan law.
- B.** A person who knowingly violates Part 91 or knowingly makes a false statement in an application for a permit or in a soil and sedimentation control plan may be ordered to pay a fine of up to \$10,000 for each day of violation.
- C.** If corrective action is not taken within five (5) days of the date of a Notice of Determination of Violation letter, the permit holder will be responsible for a payment of a civil fine of not less than \$2,500 or more than \$25,000 for each day of violation. MCL 324.9121(1); 9121(2); and 9121(3).
- D.** By applying for and accepting this permit, the landowner hereby consents to the following: (1) the authority of the Michigan Department of Natural Resources and Environment, or the county enforcing agency to enter upon the property at all reasonable times for the purpose of inspecting and investigating conditions or practices that may be in violation of part 91; (2) installation of soil erosion and sedimentation controls by the county enforcing agency with all costs related to the administration, legal costs, permit or renewal fees and implementation of controls to be assessed against the landowner which may become a lien on the property.
- E.** No earth disruption can occur on this site before the issuance of the soil erosion permit.
- F.** A violation re-inspection fee of \$75 will be assessed if the violations are not corrected within the five (5) day period.

**16. LANDOWNERS SIGNATURE**

I hereby acknowledge that I have read, understand, and accept the terms and conditions of this application.

I understand that an application and site plans that are incomplete and/or incorrect shall be returned which may result in delay in issuing a permit. WRC has 30 days from the date of receipt of a complete and correct application and site plan to complete the review and issue this permit.

**\*The designated agent must sign the application along with the landowner or have an original written and notarized statement from the landowner authorizing the designated agent to sign the application & permit in the landowner's name.**

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 Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended, applicable local ordinances, and the documents accompanying this application.		
LANDOWNER'S SIGNATURE	PRINT NAME	DATE
DESIGNATED AGENT'S SIGNATURE*	PRINT NAME	DATE
DESIGNATED AGENT'S SIGNATURE*	PRINT NAME	DATE