

# ST. JOSEPH COUNTY DRAIN COMMISSIONER

Jeffery J. Wenzel Drain Commissioner, CEA

Traci Balyeat, Deputy Drain Commissioner

PO Box 427, 612 E. Main St. Centreville, MI 49032

Phone: 269-467-5600 Fax: 269-467-5641 Email: drains@stjosephcountymi.org

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The *St. Joseph County Soil Erosion and Sedimentation Control Program* was established under Part 91 Soil Erosion and Sedimentation Control of the Natural Resources and Environmental Protection Act 1994 PA 451, as amended. The program is regulated by a County resolution with oversight from the Michigan Department of Environmental Quality. Michigan law states that any earth change within 500 feet of any waters of the state or any earth change of one acre or more in size requires a permit. Waters of the state include inland lakes, ponds, streams, creeks, and county drains. The permit requires that no erosion and resulting sedimentation cross property lines or enters any body of water. Contractors, developers, or landowners are required to submit an application along with a plan that illustrates both the temporary and permanent control measures that will be implemented. The County Enforcing Agents review the plans, visit the sites, and issues the permit with specific recommendations. The County Enforcing Agent re-visits the site periodically and after significant rain events for program compliance along with a final inspection. Contact County Enforcing Agent Jeff Wenzel at (269) 467-5600 for more information.

## Permit Requirements

- A completed application form
- A completed Soil Erosion and Sedimentation Control Plan that meets the listed requirements below
- Payment of the permit fees and if necessary a compliance bond or letter of irrevocable credit. Permit fees may be made by check or cash.

## **Plan Requirements:**

A person shall prepare a soil erosion and sedimentation control plan for any earth change identified in R 323.1704. 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:

- Name, address, and telephone number of the applicant
- Project location and proximity to lakes and streams
- Starting and completion dates
- Vicinity map to scale with north arrow
- Earth change boundary limits of area to be disturbed
- Existing and proposed on-site contours or slope information
- Existing and proposed on-site drainage
- Existing and proposed site improvements
- Soils information
- On-site vegetation
- Description and location of all temporary and permanent SESC measures
- Schedule for installing SESC measures
- Earth change and construction schedule

## Permit Issuance

If the application and site plan meets the legislated requirements a permit will be issued within the statutory 30 days. The permit will be mailed to the application address unless other arrangements have been requested.

### **OFFICE USE ONLY..... PERFORMANCE DEPOSIT (If required by the permitting agency)**

Amount Required \$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Certified Check <input type="checkbox"/> Irrevocable Letter of Credit <input type="checkbox"/> Surety Bond				
Name of Surety Company				
Address	City	State	Zip Code	Area Code/Telephone No.



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**OFFICE USE ONLY**

Permit Number
Date Issued
Expiration Date
Amount Received
Check or receipt #

**PERMIT APPLICATION  
For Part 91  
SOIL EROSION AND  
SEDIMENTATION CONTROL**

**1. APPLICANT** (Please check if applicant is the landowner or designated agent\*)

Name <input type="checkbox"/> Landowner <input type="checkbox"/> Designated Agent			
Address			
City	State	Zip Code	Area Code/Telephone Number

**2. LOCATION**

Township / City	Section	Street Address	
Subdivision	Lot No.	Tax ID Number	

**3. PROPOSED EARTH CHANGE**

Project Type:  Residential  Multi-family  Commercial  
 Industrial  Land Balancing

Describe Project		Size of Earth Change (acres or square feet)
Name of and Distance to Nearest Lake, Stream, or Drain	Date Project to Start	Date Project to be Completed

**4. SOIL EROSION AND SEDIMENTATION CONTROL PLAN** (Refer to Rule 323.1703)

<b>Note:</b> _____ complete sets of plans must be attached.	Estimated Cost of Erosion and Sediment Control	
	Plan Preparer's Name and Telephone Number ( )	Area Code

**5. PARTIES RESPONSIBLE FOR EARTH CHANGE**

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

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, 1994 PA 451, 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 must have a written statement from landowner authorizing him/her to secure a permit in the landowner's name or have the owner sign the permit application..

**How would you like to receive your permit?**

Mailed  Faxed \_\_\_\_\_  Emailed \_\_\_\_\_  Pick-up

Please include this page with SESC Plans & Application

			<b>✓ Site Plan Checklist for Soil Erosion Permits</b>
<b>Have</b>	<b>Need</b>	<b>N/A</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Map must be to scale (1" = 200' or less, or indication of exact distances between noted features on site plan)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal description of the property (town, range, section)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site location map showing nearest road intersections
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and size of each proposed earth change
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and size of all temporary soil stockpiles (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Major geographic and vegetative features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soils information (on drawing or in written form)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Distance to nearest water body (lake, stream, river, county drain, wetland, etc.) for each earth change.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Slope information or topography
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and description of all <b>temporary</b> erosion & sedimentation control measures (shown on drawing)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and description of all <b>permanent</b> erosion & sedimentation control measures (shown on drawing)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintenance program for erosion & sedimentation control measures (including persons responsible)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Timing and sequence of construction (construction schedule)

**\* If applicable, please make sure the appropriate boxes are checked before turning in your SESC application and site plans.**