



# SOIL EROSION & SEDIMENTATION CONTROL PROGRAM GUIDE

\*Application \* fee schedule \* goal \* plan review \* details \* standards \* requirements \*

**Goal:** The purpose of the Chelsea Area Soil Erosion & Sedimentation Control (SESC) Program is to preserve & protect the waters of the State of Michigan & Chelsea Area; ensure clean water for drinking and swimming; and preserve fish and wildlife habitat. The SESC Program will be administered in accordance with Part 91, SESC, of the Natural Resources and Environmental Protection Act, 1994, PA 451, as amended (Part 91) and all the rules promulgated hereunder'

\*\* A copy of Part 91 and Rules are available to any persons upon request. \*\*

THIS PROGRAM GUIDE CONTAINS VALUABLE INFORMATION CONCERNING SOIL EROSION & SEDIMENTATION CONTROL FOR EARTH CHANGE ACTIVITIES. PLEASE READ THROUGH CAREFULLY.

**Soil Erosion and Sedimentation Control Permits** are required for all earth change activities:

That occurs within 500 feet of the water's edge of lakes and streams.

All projects that disturb one (1) or more acres.

Permits are divided into two (2) categories:

**MAJOR PROJECTS** – all projects undertaken for the purpose of commerce, multiple residential, or public service, including but not limited to: residential development, commercial or industrial projects (new and/or additions), recreation developments, churches, schools, roads for lot splits, street construction, drainage construction, and roads for mining.

**MINOR PROJECTS** – projects undertaken for a proposed or existing private residence, landscaping activities or other earth change activities that fall within permit requirements.

**Exemptions** are allowed only for those projects that:

Disturb less than 225 square feet and are not contributing sediment to lakes or streams.

Plowing and tilling fields for crop production.

An earth Change of minor nature that is stabilized within 24 hours of the initial earth disturbance.

Logging and Mining activities. The exemptions for logging and mining does not include access roads to the logging and mining site; ancillary activities associated with logging and mining; and the removal of clay, gravel, sand, peat or topsoil.

# Soil Erosion and Sedimentation Control Plan Requirements

(As defined in Administrative Rule 1703)

All Project Plans shall include, but not limited to, all of the following:

1. A map or maps at a scale of not more than 200 feet to the inch or as otherwise determined by the building department. A map shall include a legal description and a 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.
2. A soils survey or a written description of the soil types of the exposed land area contemplated for the earth change.
3. Details for proposed earth changes, including all of the following:
  - a. A description and the location of the physical limits of each proposed earth change.
  - b. A description and the location of all existing and proposed on-site drainage and de-watering facilities.
  - c. The timing and sequence of each proposed earth change.
  - d. The location and description for installing and removing all proposed temporary soil erosion and sediment control measures.
  - e. A description and the location of all permanent soil erosion and sediment control measures.
  - f. A program proposal for the continued maintenance of all permanent soil erosion and sediment control measures that remain after the 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 permanent soil erosion control measures are located.

**OMISSION OF ANY OF THE ABOVE INFORMATION WILL DELAY THE PERMITTING PROCESS. FALSE INFORMATION MAY RESULT IN LEGAL PENALTIES.**

## Fee Schedule

### MINOR PROJECTS: \$75.00

This fee covers the processing of application; plan review, preliminary site inspection, and site inspection, as necessary; and final inspection within 5 days of stabilizing the site. If, at any time, the inspector needs to perform a re-inspection (soil erosion and sedimentation measures are not being maintained at the time of a regularly scheduled inspection, receive a complaint that there is a problem at the site, etc.) a \$45.00 re-inspection fee will be charged.

### MAJOR PROJECTS: \$65.00 Per acre disturbed, billed per month

This fee covers the processing of application; plan review, preliminary site inspection, and a weekly inspection to ensure soil erosion and sediment control measures are in place, until the site is stabilized. These inspections are covered in a per month fee. If, at any time, the inspector needs to perform a re-inspection (soil erosion and sedimentation measures are not being maintained at the time of a regularly scheduled inspection, receive a complaint that there is a problem at the site, etc.) a \$45.00 re-inspection fee will be charged. This fee will be added to the monthly statement.

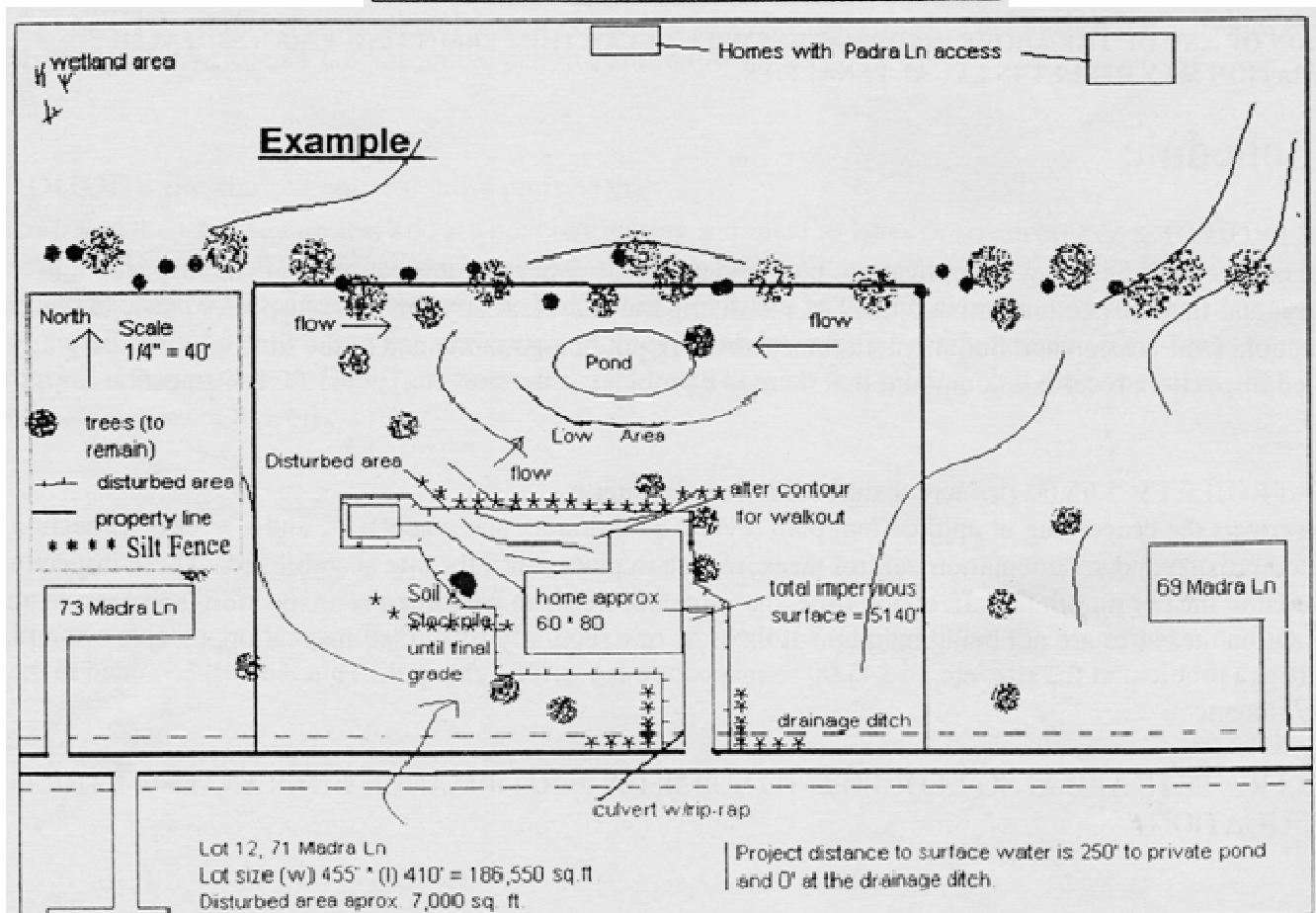
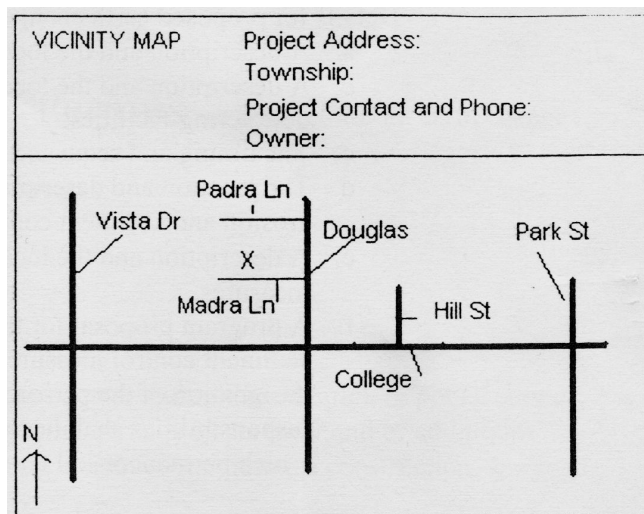
**MAJOR PROJECT ARE ALSO REQUIRED TO SUBMIT A PERFORMANCE GUARANTEE AT THE TIME OF APPLICATION.**

# Example SESC Plan

(in accordance with Rule 1703)

The SESC Plan must include, but not limited to the following;

- Existing natural and constructed features of property and nearby areas.
- Surface water features and drainage patterns.
- Existing and proposed site contours.
- Temporary soil erosion and sediment controls and their placement.
- Permanent soil erosion and sediment controls and their placement.
- Area to be disturbed.
- Total lot size and total impervious (paved and built upon) surface.
- A scale map not more than 200 feet to the inch.
- Soils information.
- Timing and sequence schedule. (outlined on application)
- Project address, Township, Property Owner, Contact Person & Phone.



# Standards & Requirements

No earth moving activity can begin without a Soil Erosion and Sedimentation Control Permit.

The Permit must be posted and clearly visible for the duration of the project, until final grade approval.

Soil erosion and sedimentation control measures as designated on plans and/or as required on the permit must be installed according to the schedule described on the SESC Plan.

Earth changes to a property must not adversely affect drainage to surrounding areas.

Detention/retention/sedimentation basins must be constructed and stabilized prior to earth moving activities.

Outlets of detention/sedimentation basins shall be designed and constructed to reduce the water flow to a non-erosive velocity. Riprap must be installed on storm water outlets.

Riser pipes in detention basins shall be wrapped in wire mesh screen prior to placement of pea stone.

All earth moving shall be designed, constructed and completed in such a manner that limits the exposed area of any disturbed land for the shortest possible period of time; as determined by the Building Department. The site must be stabilized within 5 calendar days after final grading or earth-moving activity has been completed.

Stone access drives must be installed prior to construction for purposes of mud tracking. Filter fabric shall be placed under the stone.

Soil, sediment and miscellaneous debris must be kept off the streets and out of drainage ditches and catch basins throughout the duration of the project.

Rock check dams shall be used instead of straw bales or silt fencing in concentrated flow locations such as ditches or pipe outlets.

Silt fencing, if required, must be trenched in and backfilled. Fencing may be toed-in with pea gravel if installed in winter.

Catch basins, if installed, must be protected with sack type sediment filter.

Dewatering operations must have some type of control, e.g., filter bag and vegetative area. There shall be no dewatering of unfiltered water.

Stockpiling of any excavated material must be kept clear of lakes and streams (as defined in Part 91) and of adjacent property. Adequate controls must be in place to ensure this requirement.

Erosion control blankets are required on slopes of 4:1 or steeper and in ditches.

All permanent erosion control measures shall be permanently maintained by the owner or homeowner association.

## Definitions of Basic Soil Erosion Control Measures

**CHECK DAMS**-temporary measure consisting of 4-8" stone piled a maximum of 2 ft. high that slows the flow of water in ditches, swales or natural drainage areas. Check dams should be built so that the center is lower than the outside edges, and should be spaced so that the top of the downslope check dam is level with the bottom of the upslope check dam.

**CATCH BASIN FILTER (SILT SACK)**-a bag composed of geotextile filter fabric placed inside a catch basin (storm drain), to filter suspended sediment from water. Must have regular maintenance after storm or melt events to function properly.

**DETENTION/RETENTION BASINS**-drainage basins or pond designed to hold and filter water draining from a developed site so to prevent flooding and filter suspended sediment from water. Required for most Major Projects. Detention basins inlet and outlet water. Retention basins inlet water only.

**EROSION CONTROL BLANKET**-a blanket composed of mesh of biodegradable material, usually interlaced with straw mulch, and sometimes containing grass seeds, used for controlling erosion on steeper slopes. Erosion Control Blankets must be staked in, trenched in at the top and flat against the ground.

**RIPRAP**-rock-type material (usually 6-8" stone), placed on the edges of culverts or drainage outlets to slow water to a non-erosive velocity, preventing erosion. Stone should be arranged in a half-circle around the end of the outlet.

**SILT-FENCING**-temporary measure consisting of wooden or other fence posts, support system, and a geotextile fabric filter (usually nylon) used to keep suspended soil particles from leaving the site. Should be trenched in to 6".

**VEGETATIVE BUFFER (FILTER STRIP)**-a strip or area of vegetation used to filter sediment and pollutants from runoff. The width for a filter strip is a minimum of 25'.

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

**OFFICE USE ONLY**

Permit Number
Date Issued
Expiration Date
File Number

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

Name	Landowner	Designated Agent	
Address			
City	State	Zip Code	Area Code/Telephone Number

**2. LOCATION**

Section	Town	Range	Township	City/Village	County
Subdivision	Lot No.	Tax ID Number		Street Address	

**3. PROPOSED EARTH CHANGE**

Project Type:	Residential Industrial	Multi-family Land Balancing	Commercial
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: ___ complete sets of plans must be attached.</b>	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

**6. PERFORMANCE DEPOSIT** (If required by the permitting agency)

Amount Required \$ _____	Cash	Certified Check	Irrevocable Letter of Credit	Surety Bond
Name of Surety Company				
Address	City	State	Zip Code	Area 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.

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.

# SESC Plan:

## TIMING SEQUENCE (month/year)

### MINOR

- \_\_\_/\_\_\_ install temp. measures
- \_\_\_/\_\_\_ install gravel drive
- \_\_\_/\_\_\_ land clearing
- \_\_\_/\_\_\_ final grade
- \_\_\_/\_\_\_ permanent measures in place
- \_\_\_/\_\_\_ remove temporary measures

### MAJOR

- \_\_\_/\_\_\_ install temp. measures
- \_\_\_/\_\_\_ install gravel entrance
- \_\_\_/\_\_\_ land clearing
- \_\_\_/\_\_\_ detention/retention  
sediment pond installation
- \_\_\_/\_\_\_ road construction

- \_\_\_/\_\_\_ utilities installed
- \_\_\_/\_\_\_ final grade/seed
- \_\_\_/\_\_\_ catch basins/ponds clean
- \_\_\_/\_\_\_ permanent measures  
functioning
- \_\_\_/\_\_\_ remove temporary measures

# Performance Guarantee (major projects only)

(Must be submitted at the time of application)

Performance Guarantee: A monetary guarantee of the proper completion and stabilization of the project. Applicants for major projects are required to submit cash, a check, or a letter of credit for the amount of \$500.00 per acre disturbed, with a minimum of \$2000.00. Monies are held until the completion of the project, and release once the site is stabilized and all PERMANENT erosion control measures are functioning. Checks should be made payable to Chelsea Area S.E.S.C.

## BOND SUBMITTAL INFORMATION

NAME \_\_\_\_\_

ADDRESS OF PROJECT \_\_\_\_\_

TYPE OF PERFORMANCE GUARANTEE: (circle one)

Cash

Check

Letter of Credit

IN THE AMOUNT OF \$ \_\_\_\_\_

I hereby certify that I have read and understand the bond process for major projects for the Chelsea Area SESC and agree to conform to all applicable requirements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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## OFFICE USE ONLY

I have received a bond from the above named in the amount of \_\_\_\_\_ in the form of \_\_\_\_\_.

\_\_\_\_\_  
Soil Erosion Officer

\_\_\_\_\_  
Date