

**SOIL EROSION/SEDIMENTATION-COMMERCIAL  
CONTROL PART 91 PERMIT APPLICATION**  
CITY OF TROY, ENGINEERING DEPARTMENT  
500 W BIG BEAVER ROAD, TROY, MI 48084-5285  
PHONE: (248) 524-3383

Plan Review & Permit Fee: \$400  
Inspection Deposit: Varies \$2,000-\$3,000/year  
Security Deposit: \$1,000 min/Determined by Engineer

**OFFICE USE ONLY:**

Permit # \_\_\_\_\_  
Date Issued \_\_\_\_\_  
Exp. Date \_\_\_\_\_  
 No Permit Required  
 Plan Review & Permit \$400  
 Inspection Deposit  
 Security Deposit  
Reviewer \_\_\_\_\_

**COMMERCIAL APPLICATION**

All fees (including inspection fees) must be paid at time of application.

Address of property: \_\_\_\_\_ Sidwell #: \_\_\_\_\_  
Development Name (if applicable) \_\_\_\_\_ Section #: \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Agent/Applicant: \_\_\_\_\_ Property Owner: \_\_\_\_\_  
(Provide Owner Name if Agent is Applicant)  
Address: \_\_\_\_\_ Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Name of person responsible for implementation of control measures)  
Address: \_\_\_\_\_

Proposed Earth Change:  Site Condo  Cluster  Industrial  
 Commercial  Land Balancing  Other  
Size of Earth Change: Area \_\_\_\_\_ (Acres)  
Describe Project: \_\_\_\_\_  
Name & Distance to Nearest Lake, Stream or Drain: \_\_\_\_\_  
Project Start Date: \_\_\_\_\_ Project End Date: \_\_\_\_\_

**Project Information**

a. Type of soil being disrupted: \_\_\_\_\_

Derived from:     Soil Survey                       Soil Borings                       Other

b. Present the chronological sequence and expected time of year for each major phase of earth disruption.

**DATE**

Site Clearing
Soil Erosion Control
Mass Balancing
Underground Utilities
Paving
Restoration / Stabilization

c. Indicate the measures proposed to prevent sediment from leaving the site:

\_\_\_\_\_

\_\_\_\_\_

**Hydrologic Characteristics of Site**

a. Type of "Offsite" drainage outlet(s) available for this site:

- County Drain                      Name of Drain: \_\_\_\_\_
- Lake/Pond                      Name of Lake/Pond: \_\_\_\_\_
- River/Stream                      Name of River/Stream: \_\_\_\_\_
- Enclosed Drain                      Name of Enclosed Drain: \_\_\_\_\_
- Detention Basin (with outlet)
- Wetland                      \_\_\_\_\_ Retention Basin (no outlet)
- Overland Flow                      \_\_\_\_\_ Open Ditch

b. Distance to nearest lake, stream, pond, open drain, or wetland: \_\_\_\_\_

c. Does the project include any work or disruption with a flood plain (Yes or No)? \_\_\_\_\_

d. Does the project include work within the cross-section of a lake/stream (Yes or No)? \_\_\_\_\_

e. Is a MDEQ Permit required (Yes or No)? \_\_\_\_\_ If Yes, what is the MDEQ Permit Number (if known): \_\_\_\_\_

f. If MDEQ Permit is required and application has not been submitted, what is the expected date of submittal? \_\_\_\_\_

## Permit Fees & Deposits\*\*

### COMMERCIAL DEVELOPMENTS

Plan Review & Permit Fee \$400

### COMMERCIAL INSPECTION DEPOSITS

1 Acre or Less	\$2,000 1 year permit
Over 1 Acre, Less Than 5 Acres	\$2,500 1 year permit
5 Acres or More, Less Than 10 Acres	\$3,000 1 year permit
Inspection Deposit – Permit Extension	Amount Determined by Engineer
Security Deposit	\$1,000 Min./Determined by Engineer

### SUBDIVISIONS, SITE CONDOS & CLUSTER DEVELOPMENTS

Plan Review & Permit Fee	\$400
Inspection Deposit	\$3,000 1 year permit
Inspection Deposit – Permit Extension	Amount Determined by Engineer
Security Deposit	\$1,000 Min./Determined by Engineer

***\*\*The permit fee is non-refundable. During construction, the applicant shall pay any additional amount as set by the City Engineer, that may be required should the inspection deposit be insufficient to cover actual costs. Should the deposit have a surplus, it shall be refunded to the applicant at the time of the final acceptance of the improvements.***

### **Legal Acknowledgement - Enforcement:**

**\*\*IMPORTANT PLEASE READ\*\***

The City of Troy or its representatives will perform routine Inspections on your project twice a month. If the site is found non-compliant with this SESC permit or the SESC ordinance, then the Permit Holder/Signer will be issued, by hand, mail or fax, a Notice of Violation letter, that will include all current and pertinent violations. The site and/or development will have 5 days from the date of the Notice of Violation letter to rectify these items.

If ALL of the items have not been addressed after the 5 days specified, the Permit Holder/Signer will receive a **Cease and Desist** order. In order for the Cease and Desist order to be lifted the site will be brought into FULL compliance with the terms of the permit and the Permit Holder/Signer will pay an additional \$300.00 prior to follow-up inspections; also, IF the Permit Holder fails to comply with the permit the City of Troy or its representatives will bring the site into compliance and the landowner will be charged accordingly. After payment of the \$300.00 a site inspection will be scheduled within 24 – 48 hours to verify compliance with the permit and lift the Cease and Desist order.

- a. Failure to comply with Michigan’s Soil Erosion and Sedimentation Control Part 91 of Public Act 451 of 1994, as amended (“Part 91”), and the City of Troy Soil Erosion and Sedimentation Ordinance 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 the City of Troy enforcing agency with all costs related to the administration and implementation of

controls to be assessed against the permit holder and/or 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) and any other legal action necessary to ensure compliance with Michigan Law.

- b. A person who knowingly violated 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. By applying for and accepting this permit, the permit holder and/or landowner hereby consents to the following: (1) the authority of the Michigan Department of Environmental Quality, or the City of Troy 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 City of Troy enforcing agency with all costs related to the administration and implementation of controls to be assessed against the permit holder and/or landowner which may become a lien on the property.

I hereby acknowledge that I have read, understand, and accept the Enforcement Acknowledgement.

Property Owners Initials or Designated Agents\* Initials: \_\_\_\_\_  
(See Designated Agent Note Below)

### **Permit Application Requirements**

- a. Complete Permit Application (Type or print clearly in ink).
- b. Submit Erosion and Sedimentation Control Plan (**3 sets**), containing the following:
  - 1. Location map, with North arrow.
  - 2. Topo map which will accurately show existing natural drainage patterns.
  - 3. Drainage arrow for proposed on-site drainage.
  - 4. All lakes, streams, wetlands, drains, etc., must be shown on plans.
  - 5. Proposed and existing storm sewers and basins.
  - 6. Identify ultimate drainage outlet.
  - 7. Sequence-of-Construction.
  - 8. Graphic location of Erosion and Sedimentation Controls on plan.
  - 9. Limits of earth disruption must be shown on plans.
  - 10. Construction/installation details of Erosion and Sedimentation Controls.
  - 11. Provisions for proper maintenance of Erosion and Sedimentation Controls.
  - 12. Legal description of site.
  - 13. Name of individual who prepared Erosion and Sedimentation Control Plan.
  - 14. Date plans were prepared.
  - 15. Distance & location to the nearest lake, stream, pond, open drain, or wetland (shown on plans)
- c. Submit Application and Plans 30 Days Prior to Commencing Earth Disruption.

**Land Owners Signature**

I have read the application instructions and completed the permit application. I understand that applications not fully completed will be returned, resulting in a delay. City of Troy has 30 days from the date of receipt of a complete and correct permit to review and issue this permit.

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.

Land Owners Signature

Print Name

Date

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Designated Agent's Signature\*

Print Name

Date

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\* Designated agent must have a written and notarized statement from the Land Owner authorizing him/her to secure a Soil Erosion permit in the Land Owners name.

**LAND OWNER'S signature required per State of Michigan Law**



October 13, 2020

**Attn: Builders/Developers**

Regarding: **New Requirement for Soil Erosion Permits**

The City of Troy would like to inform you of the following new requirement for all soil erosion permits that will be issued beginning on January 1, 2021.

Starting January 1, 2021, all soil erosion permits will require that the entire lot have permanent vegetation in place prior to granting final approval of the soil erosion permit. Specifically, 100% of the lot must be covered with sod or other approved living ground cover (excluding the dwelling unit, accessory structures, parking/driveways and walkways).

Please note that Final Grade Approval is required prior to placing permanent vegetation on the site. Seed and mulch is also acceptable, however dense vegetation needs to be established before a Certificate of Occupancy (C.O.) can be granted as determined by the Building Official, City Engineer or their designee. C.O. from the Building Department requires final approval of all permits associated with the building permit.

For C.O.'s requested during the winter months where sod or seed are not viable, a temporary certificate of occupancy (T.C.O.) can be granted from the Building Department with the submittal of a \$5,000 cash deposit per lot for One Family Cluster Developments or a \$10,000 cash deposit per lot for all other developments. The purpose of the cash deposit is to ensure that permanent vegetation is placed the following spring. The cash deposit would be refunded once permanent vegetation is in place and has been approved by the City.

If you have any questions, please contact me at 248-524-3383.

Sincerely,

*William J. Huotari*

William J. Huotari, PE  
City Engineer

cc: Mark Miller, City Manager  
Bob Bruner, Assistant City Manager  
Lori Bluhm, City Attorney  
Kurt Bovensiep, Public Works Director  
Scott Finlay, PE, Deputy City Engineer  
Antonio Cicchetti, Senior Civil Engineer  
Joe Lietaert, Inspection Supervisor  
George Ballard, Land Surveyor  
Brent Savidant, Community Development Director  
Paul Evans, Zoning & Compliance Specialist  
Salim Huerta, Building Official  
Bryan Smith, AEW  
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