

# Antrim County Soil Erosion Permit Application Guidelines

These guidelines include but are not limited to:

- The soil erosion officer has 30 days to review a new application, but we do our best to issue permits as quickly as possible. If work begins without a permit, there will be an additional \$75 charge at time of application.
- A signature or letter of authorization from the property owner is required before an application will be accepted.
- The project must be staked before the soil erosion officer can inspect the proposed earth change activities and issue the soil erosion control permit. All earth change activities must be presented.
- Obtaining a soil erosion control permit does not alleviate the need for additional local, state or federal permits. It is the landowner's responsibility to ensure all necessary permits are secured.
- Permit must be posted in a visible location for part 91 operators on the site.
- Notify the soil erosion department, via phone or email, when you start work on the project and when the project is fully stabilized (90% vegetation/permanent ground cover).
- Any changes to the proposed earth change activities made to the project after submission of the permit application must be presented to and approved by the soil erosion control officer before the changes have started.

**It is mandatory that you follow the rules listed. Failure to comply may result in fees and/or legal action.**

**Applications must be fully completed before submission for review and approval. Incomplete applications will not be processed.**





**Antrim County Permit  
Soil Erosion Application**

Mail to:

Antrim Conservation District  
4820 Stover Road  
Bellaire, MI 49615  
231-533-8363 ext. 3

acdsoilerosion@macd.org

**Make checks payable to:**

**Antrim County Soil Erosion (ACSE)**



**Soil Erosion Control Program**

**New application January 29, 2024**

**Fee schedule**

Area of Earth Change	Fee
0-1000 sqft	\$75
1001-5,000 sqft	\$150
5,001-10,000 sqft	\$225
10,001-20,000 sqft	\$350
20,001-43,560 sqft	\$450
each additional acre	\$100
<b>Utilities installation</b>	
Up to ½ mile	\$215
Each additional mile	\$130

**1. Property Owner – Contact Info**

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ email: \_\_\_\_\_

**2. Applicant or Designated Agent – Contact Info (if different from property owner)**

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ email: \_\_\_\_\_

**3. Project Location**

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Property Tax ID: \_\_\_\_\_ Township: \_\_\_\_\_ Section: \_\_\_\_\_

Directions to the site: \_\_\_\_\_

**4. Project type:** Residential  Commercial  Shoreline  Gravel/peat/clay/sand/topsoil pit  Agriculture

**5. Description of Earth Change: footings, roadwork, basement, septic system, shoreline stabilization, landscaping, etc.**

\_\_\_\_\_  
\_\_\_\_\_

**Square footage of total earth change:** \_\_\_\_\_ **Distance to surface water:** \_\_\_\_\_

I (we) affirm the information presented in this application is accurate and 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.

Property Owner's Signature

Print Name

Date

Applicant/Designated Agent's Signature

Print Name

Date

## Soil Erosion and Sedimentation Control Plan

As required by law: R323.1703

A. Expected Project Start Date: \_\_\_\_\_ Expected End Date: \_\_\_\_\_

B. Timing and sequence of each proposed earth change: when control measures will be installed, begin digging, back fill, final grade, final stabilization (landscaping), and when control measures will be removed.

Month/Year	Jan 20__	Feb 20__	Mar 20__	Apr 20__	May 20__	Jun 20__	Jul 20__	Aug 20__	Sep 20__	Oct 20__	Nov 20__	Dec 20__
Dig Start												
Control Measures in												
Backfill												
Final Grade												
Final Stabilization												

C. Individual responsible for onsite erosion control during construction:

Name: \_\_\_\_\_ Contact #: \_\_\_\_\_  
 Email: \_\_\_\_\_

D. Permanent Final Stabilization/Landscaping Plan:

a. What will be done to stabilize the site:

- Topsoil, seed, mulch
- Seed, straw mulch
- Seed, straw mulch blanket
- Landscaping
- Other: \_\_\_\_\_

b. Who will be doing final stabilization/landscaping:

- Builder
- Excavator
- Landscaper
- Homeowner


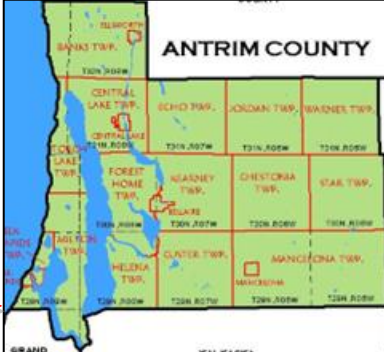
c. Name: \_\_\_\_\_ Contact #: \_\_\_\_\_  
 Email: \_\_\_\_\_

d. When is the landscaping expected to be completed: \_\_\_\_\_

# Site Plan

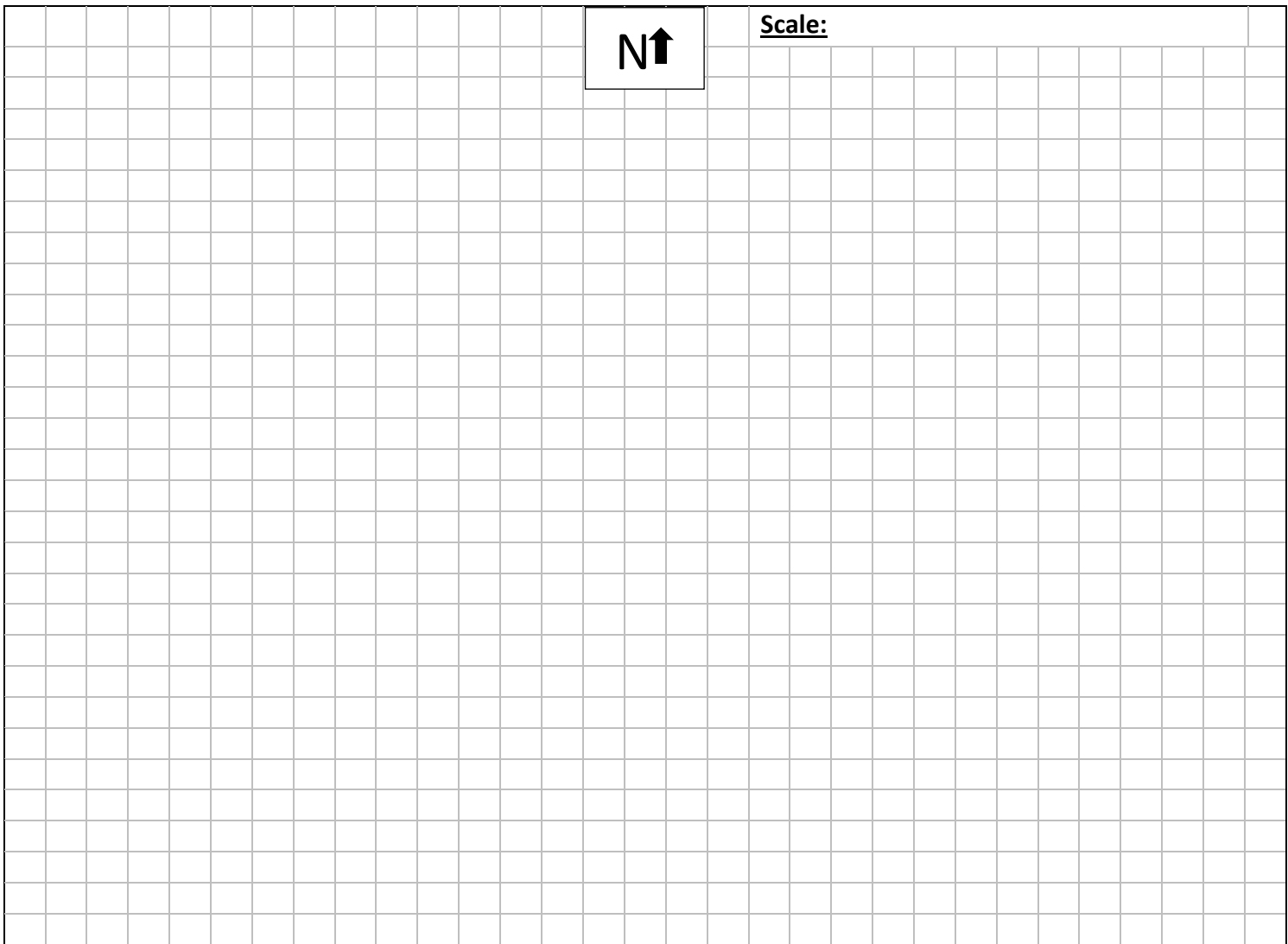
## This is your soil erosion control plan – show control measures

Required by law (DEQ rule R323.1703 and Antrim County Soil Erosion and Sediment Control ordinance: Section 6-200)

<p><b>Property Info</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>Tax ID: _____</p> <p><b>Site Characteristics</b></p> <p>Soil Type: _____</p> <p>Slope: _____</p> <p>Mark (x) Approx. Location in County </p>		<p><b>Checklist</b></p> <ul style="list-style-type: none"><li><input type="checkbox"/> Scale drawing or measurements included</li><li><input type="checkbox"/> Distance to water</li><li><input type="checkbox"/> Distance to property lines</li><li><input type="checkbox"/> Dimensions of proposed earth change</li><li><input type="checkbox"/> Stockpile location</li><li><input type="checkbox"/> Soil erosion control measures (temporary and permanent)</li><li><input type="checkbox"/> Slope or contour lines</li></ul>
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Scale:

	
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<p><b>Person Responsible on Site</b></p> <p>Name: _____</p> <p>Phone Number: _____</p>
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<p><b>Estimated Cost of Soil Erosion Control</b></p> <p>\$ _____</p>
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