



Andy Schor, Mayor

PUBLIC SERVICE DEPARTMENT

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To: All Contractors, Developers, Architects and Engineers

Re: Soil Erosion and Sedimentation Control Permit

Codified Ordinance of Lansing, Michigan, Chapter 1218, provides for the soil erosion and sedimentation control from non-agricultural development within the City of Lansing.

A Soil Erosion and Sedimentation Control Permit is required by anyone who allows or engages in any earth change, grading, stripping, excavating, or cutting, which disturbs one or more acres of land, or which is within 500 ft. of a lake, river, stream or natural drain.

In accordance with this ordinance, the Owner of a proposed demolition and/or construction project is required to file an application for the appropriate permit on a prescribed application. Prior to issuance of said permit, it will be determined if a Soil Erosion Permit is required.

If it is determined that a Soil Erosion Permit is required, the following procedure should be followed:

1. Complete the attached Soil Erosion-Sedimentation Control Permit Application.
2. Submit three (3) sets of plans showing: the proposed grading, excavating, cutting or stripping, with submission of an application for a permit. A professional engineer, registered architect, landscape architect, agronomist, soil scientist, soil engineer, or other persons of established experience or training must prepare your plans. These plans shall, as a minimum, include:
 - Vicinity map (no smaller than 1" = 2000'), showing the site location and adjacent properties and the distance to the nearest river, stream, natural drain, lake or pond from the site.
 - Boundary line survey and legal description of the site.
 - Site plan (no smaller than 1" = 100') showing the names, addresses, and phone numbers of the owner, developer and the applicant.
 - Proposed control measures identified on the plans by the Michigan Unified Keying System as defined in the Michigan Soil Erosion & Sedimentation Control Guide book.
 - Time schedule and sequence description of the work.
 - A certified statement of the quantity of excavation or fill involved.
 - A description and location of all proposed and existing drainage facilities, including delineation of the drainage area of the land tributary to the site and estimated runoff of the area served by the drain, using the prescribed City of Lansing methods.
 - A topographic map showing existing and proposed contours with maximum contour interval of five feet; all existing and proposed structures or developments; natural features of the site and adjacent lands within 50 feet of the site boundaries; location with respect to any nearby lake, stream, or natural drain; elevations, dimensions, location, slope and extent of the proposed activity, soil investigation report indicating the nature, distribution, and supporting ability of soils on the site.
3. At the time of filing an application for a permit, a Plan Review Fee and a Permit Closure Fee are required. Additionally, a monthly SESC Inspection Fee per 30-day increments, based on

- the submitted construction schedule, is required. These fees are non-refundable. No portion of the fee will be refunded if the site is stabilized prior to the scheduled completion date. Additional fees will be required if the site is not stabilized prior to scheduled completion date.
4. Fees are determined by the type of project, which is divided into two types; residential and commercial. Residential projects are those that involve a single family dwelling and are generally less than one acre in size. All other projects fall into the Commercial project category. After plans have been approved by the City, the applicant is required to provide a surety in accordance with the size of the project to the nearest whole acre. Partial acres are rounded up to the next whole acre. The surety can be in the form of a bond, irrevocable letter of credit or cash. The surety shall not have an expiration date. Upon completion of the work, inspection and approval by the City Engineer, the surety will be released.
 5. The current fee and surety schedules can be found on the Public Service Department's website. Fees are annually reviewed and adjusted according to the estimated Public Service engineering, inspection, and administrative staff effort to review, approve, inspect, and close out projects. Surety bonds are based on the estimated cost to restore and stabilize the disturbed area should the project not be fully completed.

Construction Storm Water – MDEQ Notice of Coverage

Construction activities (which include earth change activities such as clearing, grading, excavating, stockpiling, etc.) that disturb one or more acres, are regulated under the under Michigan's NPDES construction storm water program. Landowners of regulated construction sites are required to obtain Soil Erosion and Sedimentation Control (SESC) permits from the county or municipal enforcing agency or the work must be conducted by an Authorized Public Agency. Earth change activities that disturb 1 to 5 acres are deemed to have automatic construction storm water coverage once the SESC permit coverage is obtained. **Earth change activities that disturb greater than 5 acres must file a Notice of Coverage with the DEQ including a copy of the SESC permit**, a location map and a copy of the approved Soil Erosion and Sedimentation Control Plan for the Project, the name and certification of the certified construction storm water operator, and the filing fee. Once the SESC permit is in place and the respective storm water coverage is obtained, the landowner must ensure that the site is inspected by a certified construction storm water operator once per week, and within 24 hours after every precipitation event that results in a discharge from the site and ensure that any needed corrective actions are carried out. Any questions regarding the Construction Storm Water Notice of Coverage should be directed to the MDEQ Water Resources Division staff found on the staff map at http://www.michigan.gov/documents/deq/wrd-sesc-const-sw-staff_344830_7.pdf

If you have any questions regarding the SESC requirements, please contact a City of Lansing staff engineer at (517) 483-4455.

Very truly yours,

D. Dean Johnson, P.E.
City Engineer

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