



Missaukee Conservation District  
6180 W Sanborn, Suite 3  
Lake City, MI 49651  
Ph 231.839.7193 Fax 231.839.5411  
www.missaukeecd.org  
chere.elenbaas@missaukeecd.org

## Soil Erosion Application Tips

Applications are required for any soil disturbance within 500 feet of a body of water, i.e., river, stream, creek, lake or over if you are disturbing over 1 acre of land, no matter the distance to water. Chere Elenbaas, Missaukee County Soil Erosion and Sedimentation Control Agent will perform an inspection of the site.

There is no legal setback from body of water in Missaukee County except in Norwich, Pioneer, Bloomfield, Caldwell and Forest Townships on Creeks feeding into the Manistee River. The Upper Manistee River is part of the Natural Rivers Act and requires an additional permit through Michigan Natural Rivers Program. There is no fee for the Natural Rivers Act permitting process. More information is available by contacting Missaukee Conservation District or Brian Bury, Upper Manistee River State Zoning Administrator, at 989.732.3541, ext. 5088, or e-mail buryb@michigan.gov. For the remainder of the county, it is strongly recommended to NOT build closer to the water than the landowner's neighbors, just for peace in the neighborhood. Part 91 of PA 451, which governs the Soil Erosion and Sedimentation Control Program, can be read by clicking on the following link, <http://legislature.mi.gov/doc.aspx/mcl-451-1994-ii-2-soil-conservation-erosion-and-sedimentation-control-91>.

Single residential projects (no matter the acreage) and projects under 1 acre of land are \$90 with checks payable to Missaukee County. Two separate checks are appreciated; a \$15 application fee and a \$75 permit fee. Permits for 1 acre (43,560 square feet) or more are \$295 plus a \$15 application fee. You should indicate any land changes that will happen within the year that the permit is valid such as including the building of a house, garage, and yard on the application. This will save from having to obtain another permit later in the year to build a garage. Landowners or contractors may complete the application.


Permits must be applied for prior to obtaining a building permit. Once the landowner/designated agent has the receipt for permit you may go to the building department (Court house annex on Canal Street, 1<sup>st</sup> block east of Main Street downtown Lake City) with your receipt and can then apply for a building permit. **If soil is disturbed prior to obtaining a permit, additional fees are charged.**

Permit is to be completed to the best of applicant's ability. Of primary importance is the ability to find the property the landowner will be building on. If there is no street address, include directions to the location. It is recommended the landowner/designated agent meet Chere at the site. Corner stakes representing dimensions of the disturbed soil are recommended.

Missaukee Conservation District will copy a map, application, etc. for applicants if requested free of charge.

**PART 91 of P.A. 451, 1994 –  
SESC PERMIT APPLICATION  
SOIL EROSION, SEDIMENTATION CONTROL**

Office Use Only	Permit Number	Receipt Number
	Date Issued	
	Expiration Date	

 <p><b>MISSAUKEE CONSERVATION DISTRICT</b></p>	<b>Enforcing Agency:</b> <b>Missaukee Conservation District</b> 6180 W Sanborn Road, Suite 3 Lake City, MI 49651 Phone: 231.839.7193 Fax: 231.839.5411	Inspector _____
		Application Fee \$15
		Permit Fee _____
		<b>Total Fee</b> _____
		<b>Paid</b> _____

Please Note:  
**THIS IS A FOUR PAGE FORM AND EACH PAGE MUST BE COMPLETE.  
 OWNER OR DESIGNATED AGENT AND RESPONSIBLE PARTY ORIGINAL SIGNATURES ARE REQUIRED.  
 INCOMPLETE OR UNSIGNED APPLICATIONS WILL BE RETURNED TO THE APPLICANT.**  
 THE APPLICATION FEE IS AN AUTOMATIC NON-REFUNDABLE FEE.

**PERMIT FEE SCHEDULE**

Rate	Earth Change Description
\$75	Single residential or projects that alter less than 1 acre of land
\$295	Projects that alter 1 or more acres of land (excluding single residential)
Additional Fees	Projects started without a permit issued will be charged an extra \$50 for the first offense. Second offense and there after will be charged \$100 each offense.

**LOCATION OF PROPOSED EARTH CHANGE ACTIVITY** *(Include map on a separate page):*

Parcel (Tax ID) Number: \_\_\_\_\_ Subdivision: \_\_\_\_\_ Lots: \_\_\_\_\_  
 Street Address or Location: \_\_\_\_\_  
 Township/Village/City *(circle one)* of: \_\_\_\_\_ Section \_\_\_\_\_ T \_\_\_\_\_ N R \_\_\_\_\_ W

**DESCRIPTION AND DATES OF EARTH CHANGE ACTIVITY**

Describe Project: \_\_\_\_\_  
 \_\_\_\_\_ Size of Change (square feet or acres) \_\_\_\_\_  
 Nearest Water body \_\_\_\_\_ Distance to Water body (feet) \_\_\_\_\_  
 Date Project to Start \_\_\_\_\_ Date Project to be Completed \_\_\_\_\_

<b>LANDOWNER</b>	Phone _____
Name _____	Cell _____
Address _____	Fax _____
City, State, Zip _____	e-mail _____
<b>Designated Agent</b> <i>(If different than Landowner)*</i>	Phone _____
Name _____	Cell _____
Address _____	Fax _____
City, State, Zip _____	e-mail _____
<b>Name of Person or Company Moving Soil</b>	Phone _____
Name _____	Cell _____
Address _____	Fax _____
City, State, Zip _____	e-mail _____
Contactor's License Number <i>(if applicable)</i>	







**Missaukee Conservation District**  
**6180 W. Sanborn Road, Suite 3, Lake City, MI 49651**  
**phone: 231.839.7193**  
**fax: 231.839.5411**

**Part 91 of P.A. 451, 1994,**  
**Soil Erosion and Sedimentation Control (SESC) Written Plan**

Information Required:

- 1) Where the earth will be taken from and spoils placed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 2) Predominant land features (ex. stream banks, trees, flowing well, wetland, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 3) Slope information (ex., if property where earth change is to take place rises 8' in 100' then slope is 8%): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 4) Drainage facilities (pattern of water drainage-see sample sheet): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 5) Timing and sequence (when excavation will begin and when seeding will take place): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 6) Temporary SESC measures (ex. silt fence, bales of hay/straw to hold down seed): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 7) Permanent SESC measures (ex., type of seed used): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 8) Maintenance program for SESC measures (ex. will grass or sod be mowed or remain uncut): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 9) Soil information: (obtained from Missaukee Conservation District office)  
\_\_\_\_\_  
\_\_\_\_\_