

## **Cass County Soil Erosion & Sedimentation Control Program**

Both residents and visitors of Cass County enjoy the beauty of over 250 lakes and ponds, along with numerous streams, creeks, and wetlands that offer some of the best boating, swimming, fishing, wildlife habitat, and other recreational opportunities in Southwestern Michigan. To ensure these waters remain clean and clear for present and future generations to enjoy the ***Cass County Soil Erosion and Sedimentation Control Program*** was established under Part 91 Soil Erosion and Sedimentation Control of the Natural Resources and Environmental Protection Act 1994 PA 451, as amended. The program resided under the enforcing authority of the Cass County Information Systems from 2001 until July 3, 2008 when the authority was passed to the Cass County Water Resources Commissioner Office located in the County Building in Cassopolis. The program is regulated by a County resolution with oversight from the Michigan Department of Environmental Quality. The Cass County Board of Commissioner returned the name of the office to Drain Commissioner in 2013.

Michigan law states that any earth change within 500 feet of any waters of the state or any earth change of one acre or more in size requires a permit. Waters of the state include inland lakes, ponds, streams, creeks, and county drains. The permit requires that no erosion and resulting sedimentation cross property lines or enters any body of water. Contractors, developers, or landowners are required to submit an application along with a plan that illustrates both the temporary and permanent control measures that will be implemented. The County Enforcing Agents review the plans, visit the sites, and issues the permit with specific recommendations. The County Enforcing Agent re-visits the site periodically and after significant rain events for program compliance along with a final inspection. The program issues permits annually and some of the projects include: industrial and commercial development, construction of single and multiple family residences, new roads and subdivisions, sanitary and well projects, sewer district systems, garage and house additions, beach and seawall installations, and pond developments. Contact County Enforcing Agent Bruce Campbell at (269) 445-4428 or email [brucec@cassco.org](mailto:brucec@cassco.org) for more information or visit us at [www.casscountymi.org](http://www.casscountymi.org)

**CASS COUNTY  
SOIL EROSION AND SEDIMENTATION CONTROL PROGRAM**

**Permit Requirements**

- A completed application form.
- A completed Soil Erosion and Sedimentation Control Plan that meets the listed requirements.
- Payment of the permit fees and if necessary a compliance bond or letter of irrevocable credit. Permit fees may be made by cash, check, or charge (in person or by phone).

**Permit Issuance**

If the application and site plan meets the legislated requirements a permit will be issued within the statutory 30 days. The permit will be mailed to the application address.

**Packet Contents**

- Permit Fee Schedule.
- Permit Application.
- Plan Requirements/Sample Control Plan

*Thank You for Making Cass County Your Home*

Cass County Drain Commissioner  
120 N Broadway, Suite 215, Cassopolis, MI 49031  
(269) 445-4428 Office (269) 445-4495 Fax  
brucec@cassco.org

**CASS COUNTY DRAIN COMMISSIONER**120 N Broadway, Suite 215, Cassopolis, MI 49031  
(269) 445-4428 Office (269) 445-4495 Fax / brucec@cassco.org**OFFICE USE ONLY**

Permit Number
Date Issued
Expiration Date
File Number
Priority Class

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

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

Name <input type="checkbox"/> Landowner <input type="checkbox"/> Designated Agent			
Address			
City	State	Zip Code	Area Code/Telephone Number

**2. LOCATION**

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

**3. PROPOSED EARTH CHANGE**Project Type:  Residential  Multi-family  Commercial  
 Industrial  Land Balancing

Describe Project	Size of Earth Change (acres or square feet)	
Name of <b>and</b> 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: 2 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

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.

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 or have the owner sign the permit application..

**OFFICE USE ONLY..... PERFORMANCE DEPOSIT** (If required by the permitting agency)

Amount Required \$ _____ <input type="checkbox"/> Cash <input type="checkbox"/> Certified Check <input type="checkbox"/> Irrevocable Letter of Credit <input type="checkbox"/> Surety Bond				
Name of Surety Company				
Address	City	State	Zip Code	Area Code/Telephone No.

## CASS COUNTY SOIL EROSION PERMIT FEE SCHEDULE

EARTH CHANGE TYPE	IRREVOCABLE LETTER OF CREDIT – INSURANCE/COMPLIANCE BOND - CASH	PERMITS WITH INSPECTIONS
RESIDENTIAL (single family, new home, additions, improvements, sanitary waste system, driveway, duplexes, churches)	Up to \$10,000 Per Acre	\$110
SUBDIVISION, SAND & GRAVEL OPERATIONS, SITE CONDOMINIUMS, INDUSTRIAL/COMMERCIAL, SERVICE/GOVERNMENT FACILITIES, RECREATION FACILITIES (plat developments, mobile home parks, multiple housing units, sanitary landfills, schools, shopping centers, airports, campgrounds, golf courses, parks, ski slopes and trails) Exceptions include normal maintenance or landscaping activities or both and without changing the existing grade.	Up to \$10,000 Per Acre	Up to 1 acre \$175 Each additional acre or fraction thereof \$75
UTILITIES, TRANSPORTATION FACILITIES (underground cables, common carrier cable/ conduit/pipeline, substation construction, pumping stations, water mains, sewers, streets, highways, railroads, mass transit facilities) Exceptions (1) normal maintenance procedures such as earth or gravel road leveling and minor repairs or alterations to rights of way not affecting a lake or stream. (2) pole installation, service lines and other earth changes of a minor nature, normal maintenance and emergency repairs.	Up to \$10,000 Per Mile	Up to 1 acre \$175 Each additional acre or fraction thereof \$75
WATER IMPOUNDMENTS/POND(S) (waterway construction or improvements)	Up to \$10,000 Per Mile	Up to 1 acre or ¼ mile \$110 Each additional acre or ¼ mile \$50
MISCELLANEOUS EARTH MOVEMENTS (includes removing or depositing soil at a location)	Up to \$10,000 Per Acre	Up to 1 acre \$110 Each additional acre or fraction thereof \$50
OIL, GAS, AND MINERAL WELLS Exceptions include the installation of those wells under permit from the supervisor of wells, Michigan Department of Natural Resources and wherein the owner-operator is found by the supervisor of wells to be in compliance with the conditions of the sediment act.	Up to \$10,000 Per Mile	Up to 1 acre \$175 Each additional acre or fraction thereof \$75
SEA WALLS If the earth changes activity requires temporary or permanent soil erosion measures.	Up to \$10,000 Per Acre	\$110
ADDITIONAL INSPECTIONS (includes additional inspections not included in the Department of Environmental Quality Rules. Also includes inspections requested by the owner)	N/A	\$ 50 per inspection plus current mileage rate
LATE FEE (if work starts prior to an application for a permit)	N/A	Amount of Permit Fee

Fees Are Subject To Change Without Notice

Fee Schedule Adopted Cass County Board of Commissioners 12-05-13.

**CASS COUNTY  
SOIL EROSION AND SEDIMENTATION CONTROL**

**Minor Projects**

Estimated Start Date:

- \_\_\_/\_\_\_ Temporary Erosion Control Measures Installed (If applicable)
- \_\_\_/\_\_\_ Gravel Drive/ Entrance Installed
- \_\_\_/\_\_\_ Land Cleared or Excavation Started
- \_\_\_/\_\_\_ Start Building Construction
- \_\_\_/\_\_\_ Final Grading/Seeding
- \_\_\_/\_\_\_ Permanent Erosion Control Measures are in Place (Vegetation)
- \_\_\_/\_\_\_ Temporary Erosion Control Measures Removed (Silt Fence, etc.)

**Major Projects**

Estimated Start Date:

- \_\_\_/\_\_\_ Temporary Erosion Control Measures Installed
- \_\_\_/\_\_\_ Gravel Drive/ Entrance Installed
- \_\_\_/\_\_\_ Detention/Retention/Sediment Ponds Installed
- \_\_\_/\_\_\_ Road Constructed
- \_\_\_/\_\_\_ Utilities Installed
- \_\_\_/\_\_\_ Final Grading/Seeding
- \_\_\_/\_\_\_ Catch Basins/Ponds Cleaned
- \_\_\_/\_\_\_ Permanent Erosion Control Measures are in Place
- \_\_\_/\_\_\_ Temporary Erosion Control Measures Removed

# CASS COUNTY SOIL EROSION AND SEDIMENTATION CONTROL

## Plan Requirements

A person shall prepare a soil erosion and sedimentation control plan for any earth change identified in R 323.1704. A person shall design the plan to effectively reduce accelerated soil erosion and sedimentation and shall identify factors that may contribute to soil erosion or sedimentation, or both. The plan shall include, but not be limited to, all of the following:

- Name, address, and telephone number of the applicant
- Project location and proximity to lakes and streams
- Starting and completion dates
- Vicinity map to scale with north arrow
- Earth change boundary limits of area to be disturbed
- Existing and proposed on-site contours or slope information
- Existing and proposed on-site drainage
- Existing and proposed site improvements
- Soils information
- On-site vegetation
- Description and location of all temporary and permanent SESC measures
- Schedule for installing SESC measures
- Earth change and construction schedule

## Sample Control Plan for a Minor Project

Scale 1/4" = 40'

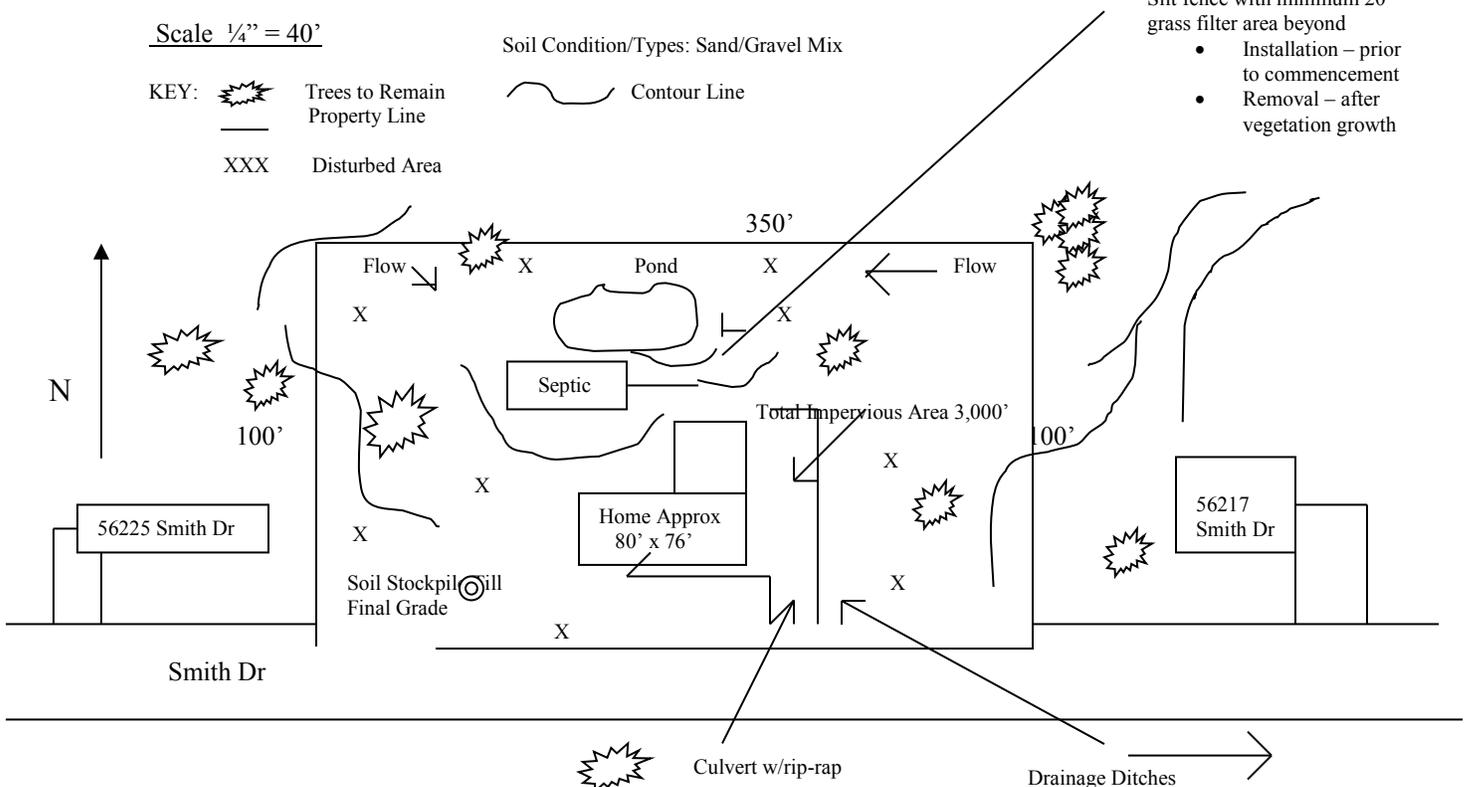
Soil Condition/Types: Sand/Gravel Mix

KEY:  Trees to Remain  
 Property Line  
 XXX Disturbed Area

 Contour Line

Silt fence with minimum 20' grass filter area beyond

- Installation – prior to commencement
- Removal – after vegetation growth



Lot 71 Smith Dr  
 Lot size w -100' l -300' A - 30,000'  
 Disturbed Area approx 4,500 sq. ft.

Project Distance to surface water is 200'  
 to pond and 0' at drainage ditch