

**SOIL EROSION PERMIT SUBMITTAL CHECKLIST
CITY OF SOUTHFIELD ENGINEERING DEPARTMENT
February 2025**

Apply for Engineering **Soil Erosion Permit** through BS&A & upload:

Soil Erosion Permit Application

Soil Erosion and Sedimentation Control (SESC) Plans for **Parking Lot Mill & Overlay OR Building Demolitions** to include the following:

- Predominant land features (satellite image acceptable)
- Description and location of the physical limits of each proposed earth change
- Location and description for installing and removing all temporary SESC measures
- Review fee will be assessed after submittal, and you will receive a link to pay online
- In addition to the review fee, the following additional fees will be charged and must be either mailed or dropped off to the Engineering Department:
 - A cash bond between \$1,000 - \$10,000 required for soil erosion
 - Minimum \$1,000 inspection deposit required

Soil Erosion and Sedimentation Control (SESC) Plans for all other submittals to include the following information:

- Map with scale: 1" = 200' or less, or indication of exact distances between noted features on site plan, including site location sketch
- Legal description of property (town, range, section, quarter-quarter section)
- Proximity of any proposed earth change to lakes and/or streams
- Predominant land features
- Slope description or contour intervals
- Soils survey or written description of the soil types of the proposed exposed land area

- Description and location of the physical limits of each proposed earth change
- Description and location of all existing and proposed on-site drainage and dewatering facilities
- Timing and sequence of each proposed earth change
- Location and description for installing and removing all temporary SESC measures
- Description and location of all proposed permanent SESC measures
- Maintenance program for all permanent SESC measures and designation of person responsible for maintenance
- Review fee will be assessed after submittal, and you will receive a link to pay online

Before your Engineering permit will be issued, the Engineering Department will need the following:

- Request Preliminary Soil Erosion Control inspection by calling (248) 796-4827; allow up to 2 business days for inspection requests

After vegetation is established but before your Certificate of Occupancy will be issued, the Engineering Department will need the following:

- Request Preliminary Soil Erosion Control inspection by calling (248) 796-4827; allow up to 2 business days for inspection requests

I, _____, acknowledge the aforementioned information and will comply with all City regulations pertaining to Chapter 49 of the City of Southfield Code of Ordinances.

Signature of Applicant

Date