

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 to include the following:

1. Map with scale: 1" = 200' or less, or indication of exact distances between noted features on site plan, including site location sketch
2. Legal description of property (town, range, section, quarter-quarter section)
3. Proximity of any proposed earth change to lakes and/or streams
4. Predominant land features
5. Slope description or contour intervals
6. Soils survey or written description of the soil types of the proposed exposed land area
7. Description and location of the physical limits of each proposed earth change
8. Description and location of all existing and proposed on-site drainage and dewatering facilities
9. Timing and sequence of each proposed earth change
10. Location and description for installing and removing all temporary SESC measures
11. Description and location of all proposed permanent SESC measures
12. Maintenance program for all permanent SESC measures and designation of person responsible for maintenance

\$252 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:

- Evidence that any necessary permits have been issued by the following agencies (if applicable):
- Michigan Department of Transportation (MDOT)
 - Road Commission for Oakland County (RCOC)
 - Oakland County Water Resources Commissioner (OCWRC)
 - Michigan Department of Environment, Great Lakes, and Energy (EGLE)

- The following fees will be charged and must be submitted to the Engineering
 - A cash bond between \$1,000 - \$10,000 will be collected for soil erosion.
 - \$1,000 inspection deposit to be submitted to the Engineering Department
 - Bond Holder Information Form

- Request Preliminary Soil Erosion Control fencing inspection under your project through BS&A; allow up to 2 business days for inspection requests

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

- Request Final Soil Erosion Control fencing inspection under your project through BS&A; allow up to 2 business days for inspection requests
Obtain culvert permit for installation of culvert if required. Cost of permit is \$50.00. Engineering Department establishes grades and will stake the grades upon request.

I, _____, acknowledge the aforementioned information and will comply with all City regulations pertaining to residential development within the City of Southfield.

Signature of Applicant

Date