

## Commercial Soil Erosion & Sedimentation Control Application Checklist

*Items listed below must be completed for permit issuance:*

- ☐ Permit Application - Page 1
- ☐ Letter of Authorization - Page 2 *(if applicable)*
- ☐ One (1) Final Site Plan Set: Hard Copy & PDF or TIF file
- ☐ All components of SESC/Grading plan must meet the requirements listed in Rule 1703 of NREPA Part 91 - See Page 3.
- ☐ Permit, Application & Inspection Fees *(to be calculated by City of Walker)*
- ☐ Escrow: Letter of Irrevocable Credit (see Page 4 for template), Certified Check, or Cash Deposit
  - ☐ \$5,000.00 for sites under 10 acres
  - ☐ \$10,000.00 for sites 10 acres or greater
- ☐ Acquire Stormwater Permit *(if applicable)*
- ☐ Copy of Planning Commission Approval and Conditions *(if applicable)*

### PERMITTING CONTACT

Kailey Hoving  
Engineering Programs Coordinator | Engineering Department  
Phone: (616) 791-6327  
[khoving@walker.city](mailto:khoving@walker.city)

**Engineering Department**

4243 Remembrance Road NW

Walker, MI 49534

P: (616) 791-6327

Mon-Fri 7am-3:30pm

**SESC**

Rev. 08/2025

Date Application Received

**SOIL EROSION & SEDIMENTATION CONTROL PERMIT APPLICATION**

Site Address:		Parcel #:	
Township:	Range:	Sections:	
Name of Project:		Size of Parcel:	
Project Start Date:		Project End Date:	
Name of Nearest Lake/Stream/Drain:		Distance:	
Soil Type:		Total Acres of Disturbance:	

APPLICANT INFORMATION		AUTHORIZED AGENT*		LANDOWNER	
Name & Company:					
Address:		City:		State: Zip:	
Phone:			Email:		

LANDOWNER ON RECORD (If other than applicant)					
Name & Company:					
Address:		City:		State: Zip:	
Phone:			Email:		

CONTRACTOR/ONSITE CONTACT RESPONSIBLE FOR EARTH CHANGE					
Name & Company:					
Address:		City:		State: Zip:	
Phone:			Email:		

Stormwater Operator Registration #:					
Description of Earth Change:					
Temporary Erosion Control Measures:					
Permanent Erosion Control Measures & Maintenance Plan:					

PROJECT SITE PLANS					
Plan Preparer's Name & Company:					
Email:					

The City of Walker's soil erosion and sedimentation control ordinance (article VI of Chapter 34 of the Walker City Code) is more restrictive than Part 91 of 1994 PA 451, as amended, and the rules promulgated under Part 91. (See Sections 34-212 and 34-214 of the Walker City Code). 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, Act 451, P.A. of 1994 as amended and Article VI of Chapter 34 of the City of Walker Code of Ordinances. This application serves as written consent for City of Walker to enter onto a site for the purpose of inspection. This permit does not exempt permit holder from obtaining other permits issued by state or local agencies.

_____ Landowner's Signature	_____ Print Name	_____ Date
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_____ Authorized Agent's Signature*	_____ Print Name	_____ Date
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\*Authorized Agent must have a written statement from the landowner authorizing them to secure a permit in the landowner's name

FOR OFFICE USE ONLY		
#PSESC	Application Accepted By:	Date:

# SOIL EROSION & SEDIMENTATION CONTROL PERMIT

## LETTER OF AUTHORIZATION

*This form is only to be submitted if a party other than the owner is applying for the soil erosion permit.*

SITE ADDRESS: \_\_\_\_\_

PARCEL #: \_\_\_\_\_

**As owner of the property described above, I authorize the person indicated below to act on my behalf for the purpose of this application for a soil erosion and sediment control permit pursuant to Part 91 of 1994 PA 451, as amended and Article VI Chapter 34 of the City of Walker, Code of Ordinances. I assume final responsibility for all earth change work and understand that liability arising from any unlawful earth change will be assessed against me.**

\_\_\_\_\_  
*Owner (Signature)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Owner (Please Print or Type)*

\_\_\_\_\_  
*Owner's Authorized Agent (Signature)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Owner's Authorized Agent (Please Print or Type)*

\_\_\_\_\_  
*Company Name*

## **Part 91, Rule 1703: Minimum SESC Plan Requirements**

*Each permitted site must have an SESC Plan approved by the Enforcing Agency that contains, at a minimum, 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

# EXAMPLE LETTER OF IRREVOCABLE CREDIT

## BANKS LETTERHEAD

City of Walker  
4243 Remembrance Rd NW  
Walker, MI 49534

\_\_\_\_\_  
Date

We, (BANK) hereby issue our IRREVOCABLE STANDBY LETTER OF CREDIT Number \_\_\_\_\_ in your favor for the account of (APPLICANT), up to the aggregate amount of \_\_\_\_\_ and 00/100 dollars.

This amount is available upon presentation of your sight drafts drawn upon us, and accompanied by the following:

- 1.) Beneficiary's signed statement reading exactly as follows: "We are drawing under Standby Letter of Credit No. \_\_\_\_\_ because (APPLICANT) is in default under the terms of one or more agreements with us.", and:
- 2.) The original Letter of Credit

The Letter of Credit Expires with the close of our business on \_\_\_\_\_.

It is a condition of this Letter of Credit that it shall be automatically renewed, without amendment, for a period of one (1) year unless sixty (60) days prior to such expiration date or any future annual expiration, we notify you by certified mail, return receipt requested, then we will not renew this Letter of Credit. Upon receipt of that notice and before the expiration, you have the right to draw against the balance of this Letter of Credit by presentation of your clean site draft and other required presentations on us presented at the address stated below.

All drafts drawn under this Letter of Credit must contain the following statement "Draw under (BLANK) Irrevocable Letter of Credit No. \_\_\_\_\_ dated \_\_\_\_\_  
The credit is available in partial drawings. The credit is available in multiple drawings.

We hereby agree with the drawers, endorsers, and holders in due course of all drafts drawn under and in compliance with the terms of the Letter of Credit that such drafts will be duly honored by us upon presentation. The terms of this Letter of Credit will be duly honored at

**(BANK NAME AND MAILING ADDRESS)**

This Letter of Credit is irrevocable, unconditional, non-transferable, and non-assignable. This Letter of Credit shall not be amended or modified by reference to any other document, instrument or agreement referred to in the Letter of Credit, or in which the Letter of Credit is referred to or which this Letter of Credit related, and the terms of any such document, instrument or agreement shall not be incorporated by reference.

Unless otherwise expressly stated, this Letter of Credit is subject to the International Chamber of Commerce, Uniform Customs and Practice for Commercial Documentary Credits; 1993 Revision International Chamber of Commerce Publication No. 500, as supplemented, revised, and restated from time to time.

Senior Vice President,  
(BANK OFFICER)