



Date Filed	_____
Fee Paid	_____
Escrow Paid	_____
Check #	_____
Rec'd By	_____

ALPINE TOWNSHIP STORM WATER PERMIT APPLICATION

5255 Alpine Avenue NW ~ Comstock Park MI 49321 ~ (616) 784-9090 ~ FAX (616) 784-1234 ~ www.alpinetwp.org

Project Name: _____		
Property Address: _____		
Permanent Parcel Number: <u>41-09-</u> _____		
Proposed Use of Property: _____		
Applicant's Name: _____		
Mailing Address: _____		
Street	City	Zip
Daytime Phone: _____	Fax: _____	
Other Phone: _____	E-mail: _____	
Property Owner(s), if other than applicant: _____		
Mailing Address: _____		
Street	City	Zip
Daytime Phone: _____	Fax: _____	
Other Phone: _____	E-mail: _____	
Design Engineer: _____		
Mailing Address: _____		
Street	City	Zip
Daytime Phone: _____	Fax: _____	
Other Phone: _____	E-mail: _____	
Contractor: (if known) _____		
Mailing Address: _____		
Street	City	Zip
Daytime Phone: _____	Fax: _____	
Other Phone: _____	E-mail: _____	

STORM WATER PERMIT REVIEW PROCEDURE

To process this permit, please submit the information requested below using the check boxes on the left of each item. Once all required information has been attached and submitted the Township will forward your plans and application to its Township Engineer, Michael Oezer, P.E. of Progressive AE for review and approval.

Applicant Submitted	Submission Requirements and Procedure
	\$100 Application Fee
	\$1000 Escrow Fee will be required if the application is not associated with a site plan review application that has an established escrow account.
	Within the York Creek Drainage District, a separate per-acre fee is required to help pay for future regional storm water improvements. See the Storm Water Policy for the York Creek Drainage District at www.alpinetwp.org
	Submit two copies of a drainage plan and calculations complying with Section 2.03 of the Alpine Township Storm Water Ordinance to the Township Planning Director, Sue Becker.
Review of the application by the Township Engineer, Mike Oezer, P. E. of Progressive AE	
	Submit a copy of the Soil and Erosion Control Permit from the Kent County Road Commission, if required per Part 91 of the Natural Resources and Environmental Protection Act. (PA 451 of 1994)
	Submit a financial guarantee of \$20,000 in a form acceptable to the Township (bond, letter of credit or other). The guarantee shall remain in effect until cancelled by Alpine Township, after the Township's acceptance and approval of the Storm Water facilities. A greater amount may be required by the Township Engineer, conversely the Township Engineer may reduce or waive the financial guarantee for development that will not increase the percentage of impervious surface by more than 10%.
	The property owner shall sign a maintenance agreement for routine, emergency, and long-term maintenance of all storm water facilities; and in the event the facilities are not maintained in accordance with the approval drainage plan, the agreement authorizes the Township to maintain the facilities at the property owner's expense. The Township will provide the Maintenance Agreement and be responsible for recording with the Kent County Register of Deeds.
	The property owner shall provide all easements necessary to implement the approved drainage plan. All easements shall be in a form acceptable to the Township and recorded by the Register of Deeds.
Storm Water Permit is issued by the Township Engineer	
Construction of the Approved Storm Water Facilities	
	Submit to the Township two copies of the as-built drawings of the storm water facilities and a letter from the design engineer certifying the facilities were built according to the approved drainage plan.
Township Approval and Acceptance of the Storm Water Facilities	
	Township release of the financial guarantee and release of the remaining escrow monies if submitted as part of this application

DECLARATION:

I, the applicant, do hereby declare that I am the owner or the authorized agent of the owner of the above described property on which this application is made, and that the answers given herein are true to the best of my knowledge.

I have completed this application, attached the completed and signed Alpine Storm Water Permit Review Procedure Checklist, attached all other appropriate materials and fees for a complete application, and agree to the Alpine Township Escrow Policy.

By virtue of my application, I do hereby declare that the appropriate appointed officials and Township staff responsible for the review of my application are given permission to visit and inspect the property in order to determine the suitability of the request.

<p>Applicant's Signature: _____ Date: _____</p> <p>Name and Title: _____</p>

DRAINAGE PLAN

Please refer to the Alpine Township Storm Water Ordinance (Ord. #01-06), Storm Water Management Zone Map and the Storm Water Policy for the York Creek Drainage District at www.alpinetwp.org/publicdocuments.php

The drainage plan shall identify and contain all of the following: (please check on left when completed).

Applicant Submitted	REQUIREMENT
	The location of the development site and water bodies that will receive storm water runoff.
	The existing and proposed topography of the development site, including the alignment and boundary of the natural drainage courses, with contours having a maximum interval of one foot (using USGS datum). The information shall be superimposed on the pertinent Kent County soil map.
	The development tributary area to each point of discharge from the development.
	Calculations for the final peak discharge rates.
	Calculations for any facility or structure size and configuration.
	A drawing showing all proposed storm water runoff facilities with existing and final grades.
	The sizes and locations of upstream and downstream culverts serving the major drainage routes flowing into and out of the development site. Any significant off-site and on-site drainage outlet restrictions other than culverts should be noted on the drainage map.
	The developer provides a permanent on-site storm water system sufficient to provide on-site storm water runoff in a 25 year storm event, and the storm water system is included in a County drain for all storm water runoff that will be discharged from and through the development site in a 100 year storm event; or the developer provides a permanent on-site storm water system with a restricted outlet designed to result in no net increase in storm water runoff volume or rate into an adjacent property in a 100 year storm event.
	An implementation plan for construction and inspection of all storm water runoff facilities necessary to the overall drainage plan, including a schedule of estimated dates of completing construction of the storm water runoff facilities shown on the plan, and an identification of the proposed inspection procedures to ensure that the storm water runoff facilities are constructed in accordance with the approved drainage plan.
	A plan to ensure the effective control of construction site storm water runoff and sediment track-out to roadways.
	Drawings, profiles, and specifications for the construction of the storm water runoff facilities reasonably necessary to ensure that storm water runoff will be drained, stored, or otherwise controlled in accordance with this ordinance.
	The name of the engineering firm and the registered professional engineer that designed the drainage plan, and that will inspect final construction of the storm water runoff facilities.
	All design information must be compatible for conversion to Grand Valley Regional Geographic Information System. (REGIS)
	The method by which drainage from individual building sites will be controlled and regulated.
	Any other information necessary for the Township to verify that the drainage plan complies with the Township’s design and performance standards for drains and storm water management systems.

Design Engineer’s Signature: _____ **Date Submitted:** _____

Name and Firm: _____