



5255 Alpine Ave., N.W.  
Comstock Park, MI 49321

Phone # (616) 784-9090  
Fax # (616) 784-1234

**APPLICATION FOR STORM WATER PERMIT**  
**AS REQUIRED PER ARTICLE II OF**  
**GENERAL ORDINANCE NO. 01-06**

Internet address: [www.alpinetwp.org](http://www.alpinetwp.org)

**APPLICATION DATE:** \_\_\_\_\_

**SECTION I LOCATION**

<b>Location of New Construction (address)</b>	
<b>Permanent Parcel #</b>	41-09- - -

**SECTION II IDENTIFICATION**

**A.**

<b>Applicant is: (circle one)</b>	<b>Owner                      Lessee</b>
	<b>(Please note, if lessee, must attach a copy of signed lease)</b>
<b>Name</b>	
<b>Address</b>	
<b>Phone Number(s)</b>	<b>Daytime: Cell phone Email address:</b>

**B. Design Engineer**

<b>Name</b>	
<b>Address</b>	
<b>Contact Numbers</b>	<b>Daytime: Cell phone: Email address:</b>
<b>License No./Exp. Date</b>	

**C. Construction Contractor**

<b>Name</b>	
<b>Address</b>	
<b>Contact Numbers</b>	<b>Daytime: Cell phone: Email Address:</b>
<b>License No./Exp Date</b>	
<b>Federal Employer ID OR Reason for Exemption</b>	
<b>Worker's Comp. Ins. No. OR Reason for Exemption</b>	
<b>MESC Employer No. OR Reason for Exemption</b>	

**SECTION III. TYPE OF IMPROVEMENT FOR SITE PLAN REVIEW**

**A. Select one**

**New Building                      Addition                      Alteration                      Demolition**

**Other (Please describe)**

**To the applicant: In order to process this application for a Storm Water Permit, please submit the following information using the check boxes at the left of the each item in Attachment A:**

**“Sec. 2.02, Storm Water Permit Review Procedures”**

Once all required information is submitted, the Township will forward your plans and application to:

Mr. Robert Vander Male, P.E.  
Prein & Newhof, Engineers  
3555 Evergreen Dr., NE

Grand Rapids, MI 49525, for review and approvals. The Township will then use the check boxes at the right of each item (on Attachment A) to indicate approval.

**Please be certain to read all documentation included in this permit application before submitting the completed form.**

**General Ordinance No. 01-06    Storm Water Permit  
Article II            Storm Water Permits**

Sec. 2.01, Permit Required

- 1) A developer shall not engage in any development without first receiving a Storm Water permit from the Township, pursuant to Section 2.02.
- 2) The granting of a Storm Water permit shall authorize only such development for which the permit is required, subject to the terms of the permit, and it shall not be deemed to approve other development or other land use activities.

Sec. 2.04            Storm Water Permit Review Fees

- 1) All expenses and costs incurred by the Township, directly associated with processing, reviewing and approving or denying a Storm Water permit application shall be paid (or reimbursed) to the Township from the funds in a separate escrow account established by the developer as provided in Subsection 2. The Township may draw funds from a developer’s escrow account to reimburse the Township for out-of-pocket expenses incurred by the Township relating to the application. Such reimbursable expenses include, but are not limited to the following:
  - a. Services of the Township Attorney directly related to the application.
  - b. Services of the Township Engineer directly related to the application.
  - c. Services of other independent contractors working for the Township which are directly related to the application.

- d. Any additional public hearing, required mailings, and legal notice requirements necessitated by the application.
2. At the time the developer applies for a Storm Water Permit, **the developer shall deposit with the Township Clerk, as an escrow deposit, an initial amount as determined by resolution of the Board for such matters, and shall provide additional amounts as requested by the Township in such increments as are specified in said resolution.** Any excess funds remaining in the escrow account after the application has been fully processed, reviewed, and the final Township approval and acceptance of the development has occurred, will be refunded to the developer, with no interest to be paid on those funds. If the funds in the account are reduced to less than the required initial amount, the developer shall deposit into the account an additional amount as determined by Board resolution, before the application review process will be continued. Additional amounts may be required to be placed in the escrow account by the developer, at the discretion of the Township.

#### Section 2.05 Construction Site Runoff Controls

Prior to making any earth change on a development site regulated by this ordinance, the developer **shall first obtain a Soil Erosion permit issued in accordance with Part 91 of Act No. 451 of the Public Acts of 1994, as amended, if one is required.** The developer shall install storm water runoff facilities and shall phase the development activities so as to prevent construction site storm water runoff and off-site sedimentation. During all construction activities on the development site, the Township Engineer may inspect the development site to ensure compliance with the approved construction site runoff controls.

#### Section 2.06 Financial Guarantee

- 1) The Township Engineer shall not approve a Storm Water Permit until the developer submits to the Township, in a form and amount satisfactory to the Township, a letter of credit or other financial guarantee for the timely and satisfactory construction of all storm water runoff facilities and site grading in accordance with the approved drainage plan. Upon certification by a registered professional engineer that the storm water runoff facilities have been completed in accordance with the approved drainage plan including, but not limited to the provisions contained in Section 2.03 (8), the Township may release the letter of credit or other financial guarantee subject to final Township acceptance and approval.
- 2) Except as provided in subsection (3), the amount of the financial guarantee shall be \$20,000, unless the Township determines that a greater amount is appropriate, in which case the basis for such determination shall be provided to the developer in writing. In determining whether an amount greater than \$20,000 is appropriate, the Township shall consider the size and type of the development, the site and type of the on-site storm water system, and the nature of the off-site storm water runoff facilities the development will utilize.
- 3) The Township Supervisor or his or her designee may reduce or waive the amount of financial guarantee for a development that will not increase the percentage of impervious surface of the development site by more than ten per cent. (10%)
- 4) This ordinance shall not be construed or interpreted as relieving a developer of its obligation to pay all costs associated with on-site private storm water runoff facilities as well as those costs arising from the need to make other drainage improvements in

order to reduce a development's impact on a drain, consistent with adopted design standards.

Section 2.07 Certificate of Occupancy

No Certificate of Occupancy shall be issued until storm water runoff facilities have been completed in accordance with the approved drainage plan; provided, however, the Township may issue a Certificate of Occupancy if an acceptable letter of credit or other financial guarantee has been submitted to the Township, for the timely and satisfactory construction of all storm water runoff facilities and site grading in accordance with the approved drainage plan.

Section 2.08 No Change in Approved Facilities

Storm Water runoff facilities, after construction and approval, shall be maintained in good condition, in accordance with the approved drainage plan, and shall not be subsequently altered, revised or replaced except in accordance with the approved drainage plan, or in accordance with approved amendments or revisions to the plan.

Section 2.09 Terms and Conditions of Permits

In granting a Storm Water Permit, the Township may impose such terms and conditions as are reasonable necessary to effectuate the purposes of this Ordinance. A developer shall comply with such terms and conditions.

**Please submit the information requested on the following pages (Attachment A) to be considered for a Storm Water Permit from Alpine Township**

**ATTACHMENT A**  
**Sec. 2.02**  
**Storm Water Permit Review Procedures**

The Township shall grant a Storm Water Permit, which may impose terms and conditions in accordance with Section 2.09, and which shall be granted only upon compliance with each of the following requirements. Check the box to the left when the item is completed and attached.

Applicant submitted (check when complete)	REQUIREMENT	Township Approved
	1. The developer has submitted a drainage plan complying with Section 2.03.	
	2. The drainage plan contains a description of an adequate, temporary storm water retention system to prevent construction site storm water runoff, satisfying the requirements of Section 2.05, and the developer has obtained a Soil Erosion Permit, if necessary.	
	3. One of the following conditions is satisfied: a. The developer provides a permanent on-site storm water system, sufficient to provide on-site storm water runoff in a twenty-five (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 one hundred (100) year storm event; or b. 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 any adjacent property in a one hundred (100) year storm event.	
	4. The developer has paid or deposited the Storm Water Permit review fee pursuant to Section 2.04.	
	5. The developer has paid or posted the applicable financial guarantee, pursuant to Section 2.06.	
	6. The developer provides all easements necessary to implement the approved drainage plan and to otherwise comply with this Ordinance, including, but not limited to, Section 7.02. All easements shall be acceptable to the Township in form and substance and shall be recorded with the Kent County Register of Deeds.	
	7. The drainage plan is designed in conformity with the Township's design and performance standards for drains and storm water management systems, as set forth in Article VIII.	
	8. All storm water runoff facilities shall be designed in accordance with the then-current BMP's.	
	9. The developer executes the required maintenance agreement for routine, emergency, and long-term maintenance of all storm water runoff facilities and in compliance with the approved drainage plan and this Ordinance including but not limited to, Section 7.03. The maintenance agreement shall be acceptable to the Township in form and substance and shall be recorded with the Kent County Register of Deeds.	

Applicant Submitted (check when complete)	REQUIREMENTS	Township Approved
	10. Drawings, profiles, and specifications for the construction of the storm water runoff facilities reasonable necessary to ensure that the storm water runoff will be drained, stored, or otherwise controlled in accordance with this ordinance.	
	11. A maintenance agreement, in a form and substance acceptable to the Township, for ensuring maintenance of any privately owned storm water runoff facilities. The maintenance agreement shall include the developer's written commitment to provide routine, emergency, and long-term maintenance of the facilities, and, in the event that the facilities are not maintained in accordance with the approved drainage plan, the agreement shall authorize the Township to maintain any on-site storm water	
	12. 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.	
	13. All design information must be compatible for conversion to Grand Valley Regional Geographic Information System. (REGIS)	
	14. The method by which drainage from individual building sites will be controlled and regulated.	
	15. 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.	

**SECTION VI. APPLICANT INFORMATION**

**Please note: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information:**

Name	
Phone Number(s)	Daytime: Cell phone:
Street Address (including zip)	
ID	Driver's License # D.O.B.

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as the authorized agent, and agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Signature and Date	
Print Name below	