

APPLICATION FOR EARTH MOVING

All areas must be completed on the application below:

JOB LOCATION: _____	Date: _____
All permit requests must have an address or property ID# to be processed	
_____	_____
Property I.D. Number	Subdivision
_____	Zoning

_____ Vacant _____ Developed	Contractor Information: _____ Contractor's Name License No. _____ Address City State Zip Code _____ Telephone Number Federal I.D. Number _____ Worker's Compensation Carrier MESC Employer Number _____
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Owner of Property Information:			
_____	_____		
Owner's Name	Owner's Telephone Number		
_____	_____	_____	_____
Owner's Address	City	State	Zip Code

Installation Dimensions: Length: _____ Feet _____ Inches	Width: _____ Feet _____ Inches	Height: _____ Feet _____ Inches
Hours of Operation: Applicant to indicate hours and days of operation: a separate schedule sheet may be attached.		
Schedule: _____		
Type of material being used: _____		
Source of material being used: _____		
Indicate the duration of land grading operation: Start Date _____ Ending Date _____		
Cost of improvement: Enter the total cost of land grading \$ _____		

An original application with original signatures must be submitted for processing.
All approved applications/permitted sites must comply with the City of Romulus Code of Ordinances, Chapter 16, (Earth Moving).
A copy of the permittee's State of Michigan Photo I.D./Driver License is required.
This is not a permit. A permit must be secured prior to commencing work.
A Soil Erosion and Sedimentation Permit may be required in addition or prior to the issuance of this permit.
If The Department of Building & Safety requires application review by the City Engineer, a bond shall be posted in order to ensure completion of the earth moving operation.
Additional requirements are listed on the reverse side of this application.

Section 23a of the State Construction Act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.			
_____	_____	_____	_____
Owner's Signature	Date	Contractor's Signature	Date

**Requirements for Earth Moving
City of Romulus Code of Ordinances, Chapter 16**

1. Name and address of owner or owners of parcel to be subject to the earth moving operation;
2. Name and address of applicant. If the applicant shall consist of other than all owners of the parcel, the applicant shall submit a letter signed by all owners authorizing the applicant to submit the application and assuming responsibility for the acts of the applicant;
3. The tax identification number of the parcel, including a notation of the total acreage;
4. Name and address, regular phone number and emergency phone number of contractor or other person who will be in actual charge of earth moving operation;
5. A detailed description of the earth moving operation, including a description of the equipment and machinery that will be utilized;
6. Type, source, and quantity (in cubic yards) of any and all materials to be deposited, removed, and relocated in conjunction with earth moving operation;
7. The proposed total duration and hours of operation of the earth moving operation;
8. A statement of the total acreage upon which the topography will be impacted by the earth moving operation. The application shall state that if such total acreage exceeds one (1) acre, the application will also have to – at his sole expense and responsibility apply for a soil erosion permit through Wayne County, the Michigan Department of Environmental Quality, and/or other authorized body;
9. A statement of whether the earth moving operation will take place within five hundred (500) feet of a watercourse. The application shall state that if such earth moving operation will take place within five hundred (500) feet of a watercourse, the applicant will also have to – at this sole expense and responsibility - apply for a soil erosion permit through Wayne County, the Michigan Department of Environmental Quality, and/or other authorized body;
10. A plan, drawing, or diagram detailing the dimensions and physical features of the parcel and the earth moving operation;
11. A statement of whether the parcel is within or borders up to a regulated or unregulated wetland;
12. A description of the planned redevelopment or rehabilitation of the property during and upon completion of the earth moving operation;
13. Topographical survey required – applicant shall submit three (3) copies of a topographical survey of the parcel prepared by a registered civil engineer or registered land surveyor, which shall contain; (1) existing elevations or contours of the parcel; (2) Elevations within one hundred (100) feet of parcel around the complete perimeter of the parcel; (3) finish grade elevation of any existing building within one hundred (100) feet of the property lines of the parcel; (4) elevations every fifty (50) feet along the centerline of all roads and road ditches adjacent to the parcel; (5) proposed elevations of the surface after the earth moving operation is complete, including detailed surface drainage pattern defined by flow arrows; percentages of surface grades and the surface drainage outlet; (6) north arrow, dimensions of parcel, description, date, scale, benchmark, and name and address of the person or firm preparing the survey.
14. Permit Fee: at the time of submission of the application, the applicant shall submit the following permit fee: \$20.00 per acre, minimum fee \$100.00, maximum fee \$800.00. If application review requires review by the City Engineer, the applicant shall be responsible for all fees and costs associated with review by the City Engineer.

For Department Use Only

Permit Approved: _____

Permit Not Approved: _____

Permit Number: _____

Permit Issued Date: _____