

MUSKEGON COUNTY
M I C H I G A N
APPLICATION FOR
WATER RESOURCES
COMMISSIONER'S APPROVAL

(Michigan Act No. 40 of the Public Acts of 1956, The Drain Code of 1956, as amended;
Michigan Land Division Public Act 591 of 1996, Act 96, P.A 1987
and when requested by local government)

Please fill out the attached permit application, include prints prepared by a professional engineer, storm water control calculations, any additional information that will help with the review process, and submit the appropriate fees. Completed applications **must** be sent to WRCSitePlanReview@co.muskegon.mi.us.

Note: If file is too large for email capabilities please compress or include a link. If necessary, the reviewing engineer may request paper copies of the plans and calculations.

***PLEASE NOTE THAT THIS APPLICATION WILL NOT BE PROCESSED UNLESS IT IS COMPLETED WITH ALL REQUIRED INFORMATION AND SUBMITTED ALONG WITH ALL APPLICABLE FEES.**

Once received by our office, your application and drainage plans will be reviewed, an on-site inspection will be made, and if no additional information is needed a letter of response will be sent to you for your review and comment. Once all issues are addressed the Water Resources Commissioner will send out a letter of approval. **Review of application and plan can take up to 30 days upon receipt of completed application and fees.**

If you have any questions or need assistance in filling out the application, please contact our staff at 231-724-6219. Our staff can also be contacted via email at:
WRCSitePlanReview@co.muskegon.mi.us

Please make check payable to: **Office of the Muskegon County Water Resources Commissioner**

Mail payment to:

Muskegon County Water Resources Commissioner's Office
1903 Marquette Avenue, Ste A102
Muskegon, MI 49442

**MUSKEGON COUNTY
WATER RESOURCES COMMISSIONER'S APPROVAL -
PERMIT APPLICATION**

Project Name _____

Activity Description _____

Distance to nearest County Drain/Watercourse _____

Name of County Drain/Watercourse _____

PROJECT LOCATION: _____

Township/City _____ Section _____ Quarter Section _____

Project Address _____ Parcel # _____

Please submit a location map showing all major cross streets around the site.

PROPERTY OWNER(S) _____

Mailing Address _____ City/State/Zip _____

Contact Person _____ Ph# _____ Fax# _____

DEVELOPER _____

Mailing Address _____ City/State/Zip _____

Contact Person _____ Ph# _____ Fax# _____

ENGINEER/CONTRACTOR _____

Mailing Address _____ City/State/Zip _____

Contact Person _____ Ph# _____ Fax# _____

FEES - MUST BE SUBMITTED WITH COMPLETED APPLICATION PRIOR TO PROCESSING

(Please reference attached fee schedule for correct fees) Review Fee \$ _____

This permit is in addition to any other permits or approvals required by local or state statutes and ordinances. It is intended only for Michigan Act No. 40 of the Public Acts of 1956 (The Drain Code of 1956), as amended, and the Michigan Land Division Public Act 591 of 1996, Act 96, P.A 1987 review requirements. The owner is responsible for obtaining all other approvals and /or permits required. Failure to complete work in accordance with the plans and specifications submitted to the Muskegon County Water Resources Commissioner's Office and referenced herein will result in a revocation of this permit and any subsequent approvals.

MUSKEGON COUNTY WATER RESOURCES COMMISSIONER'S OFFICE

FEE SCHEDULE

Fees fund any activities necessary for the review of proposed development within Muskegon County, including but not limited to: review of development plans and on-site inspections. If the expense to review the proposed development exceeds the amount of fees collected, the Developer will be responsible for the payment of all additional costs.

Submittals falling under the following categories will be charged the appropriate fee:

Subdivisions	\$ 2,000.00
Condominiums	\$ 2,000.00
Business/Building/Commercial Development	\$ 2,000.00
Drain Crossing Fee	\$ 1,000.00
After the Fact Drain Crossing Fee	\$ 2,000.00
Land Divisions	\$ 1,000.00

***PLEASE NOTE:** The Water Resources Commissioner's Office may determine at some point in the review process that a project submitted needs to be established as a County Drain and requires a **433 Agreement**. The project would then also require the "3- Step" review approval process: Preliminary / Construction / Final Approvals.

433 County Drain fee is 5% of cost to build or a maximum \$2,500.00 per the Michigan Drain Code.

*Examples of projects that might require 433's: Multi-phased development projects
Planned Unit Developments ("PUD's")*

Fees will then be calculated as stated in Fee Schedule above, and the developer will be required to submit the additional fees appropriate to the project prior to continuation or commencement of the project review.

If you have questions or need assistance determining the appropriate fees for your project, please contact this office at: (231) 724-6219, and we will be happy to assist you.