

SEC. 17.5.8 PERMIT APPLICATION, CONTROL PLAN, AND PERMIT ISSUANCE.

(a) **Permit Application.** No landowner or land user may commence a land disturbance or land development activity subject to this Chapter without receiving prior approval of a control plan for the site and a permit from the Building Inspector. At least one landowner or land user controlling or using the site and desiring to undertake a land disturbing or land developing activity subject to this Chapter shall submit an application for a permit and a control plan and pay an application fee to the Building Inspector. By submitting an application, the applicant is authorizing the Building Inspector to enter the site to obtain information required for a review of the control plan.

(b) **Content of the Control Plan for land Disturbing Activities Covering More Than One Acre.**

(1) Existing Site Map. A map of existing site conditions on a scale of at least one (1) inch equals one hundred (100) feet showing the site and immediately adjacent areas:

- a. Site boundaries of adjacent lands which accurately identify site location;
- b. Lakes, streams, wetlands, channels, ditches and other water courses on and immediately adjacent to the site. (Note: The local unit of government should identify sensitive local waters that may need to be further addressed by the control plan.);
- c. One hundred (100) year floodplains, flood fringes and floodways;
- d. Location of the predominant soil types;
- e. Vegetative cover;
- f. Location and dimensions of stormwater drainage systems and natural drainage patterns on and immediately adjacent to the site;
- g. Locations and dimensions of utilities, structures, roads, highways, and paving;

and

h. Site topography at a contour interval not to exceed five (5) feet.

(2) Plan of Final Site Conditions. A plan of final site conditions on the same scale as the existing site map showing the site changes.

(3) Site Construction Plan. A site construction plan including:

- a. Locations and dimensions of all proposed land disturbing activities;
- b. Locations and dimensions of all temporary soil or dirt stockpiles;
- c. Locations and dimensions of all construction site management control measures necessary to meet the requirements of this Chapter;
- d. Schedule of anticipated starting and completion date of each land disturbing or land developing activity including the installation of construction site control measures needed to meet the requirements of this Chapter; and
- e. Provisions of maintenance of the construction site control measures during construction.

(c) **Content of Control Plan Statement for Land Disturbing Activities Covering Less Than One Acre, But Meeting the Applicability Requirements Stated in Sec. 17.5.7(a).** An erosion control plan statement (with simple map) shall be submitted to briefly describe the site and erosion controls (including the site development schedule) that will be used to meet the requirements of the Chapter.

(d) **Review of Control Plan.** Within forty-five (45) days of receipt of the application, control plan (or control plan statement), and fee, the Building Inspector shall review the application and control plan to determine if the requirements of this Chapter are met. The Building Inspector shall approve the plan, inform the applicant and issue a permit. If the conditions are not met, the Building Inspector shall inform the applicant in writing and may either require needed information or disapprove the plan. Within thirty (30) days of receipt of needed information, the Building Inspector shall again determine if the plan meets the requirements of this Chapter. If the plan is disapproved, the Building Inspector shall inform the applicant in writing of the reasons for the disapproval.

(e) **Permits.**

(1) Duration. Permits shall be valid for a period of one hundred eighty (180) days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The Building Inspector may extend the period one or more times for up to an additional one hundred eighty (180) days. The Building Inspector may require additional control measures as a condition of the extension if they are necessary to meet the requirements of this Chapter.

(2) Surety Bond. As a condition of approval and issuance of the permit, the Building Inspector may require the applicant to deposit a surety bond or irrevocable letter of credit to guarantee a good faith execution of the approved control plan and any permit conditions.

(3) Permit Conditions. All permits shall require the permittee to:

a. Notify the Building Inspector within forty-eight (48) hours of commencing any land disturbing activity;

b. Notify the Building Inspector of completion of any control measures within fourteen (14) days after their installation;

c. Obtain permission in writing from the Building Inspector prior to modifying the control plan;

d. Install all control measures as identified in the approved control plan;

e. Maintain all road drainage systems, stormwater drainage systems, control measures and other facilities identified in the control plan;

f. Repair any situation or erosion damage to adjoining surfaces and drainageways resulting from land developing or disturbing activities;

g. Inspect the construction control measures after each rain of 0.5 inches or more and at least once each week and make needed repairs;

h. Allow the Building Inspector to enter the site for the purpose of inspecting compliance with the control plan or for performing any work necessary to bring the site into compliance with the control plan; and

i. Keep a copy of the control plan on the site.