

BERLIN CHARTER TOWNSHIP
BUILDING DEPARTMENT
8000 SWAN VIEW DR
NEWPORT, MI 48166
(734) 586-2187 X 7

GRADE AND FILL PERMIT APPLICATION

1. Applicant _____
2. Owner (if different from applicant) _____
3. Applicant ☐ Owner ☐ Contractor ☐ Other _____
4. Mailing Address: _____
5. Telephone: _____
6. Site Address: _____
7. Parcel Number: _____
8. General Location: _____
9. Proposed development is for what use: ☐ Commercial ☐ Residential ☐ Agricultural
10. Give a detailed description of what you plan to do: _____

11. Length _____ ft. x Width _____ ft. x Depth _____ ÷ 27 = Cubic Yards _____
12. What type of fill will you be using? _____
13. Where are you getting the fill material from? _____
14. Road Access:
Is the proposed access off a ☐ Private lane ☐ County road ☐ State highway?
15. Is the access currently used for: ☐ Commercial ☐ Residential?
16. Is there any standing or running water on the surface of the property or on any nearby property at any time during the year? ☐ yes ☐ no?

Submit a site plan to scale: 1" equals 100' with existing grade and proposed grade.
Show means to control run-off

Signature of Applicant

Date

BERLIN CHARTER TOWNSHIP
ZONING ORDINANCE AMENDMENT

Ord. No. 07-____; Eff. Date: _____

Section 1. Title.

This Ordinance shall be known as Berlin Charter Township Zoning Ordinance Amendment No. 07-____.

Section 2. Definitions.

Berlin Charter Township Zoning Ordinance Chapter 18 Article XV entitled General Provisions is hereby amended by adding the following Section 18-321 Site Grading:

Section 18-321. Site Grading.

(1) Intent.

Site grading regulations are established to ensure adequate drainage away from structures and to a natural or established drainage course and to ensure protection of trees and vegetation on sites where grading is to take place.

(2) Scope of Application.

A Grading Permit shall be required, subject to review by the Building Official, in all instances where grading, excavating, filling, stockpiling, balancing or other alterations to the land are proposed. 'Filling' includes the dumping of soil, sand, clay, gravel, or other material on a site.

a. Exemptions. Where minor alterations to the land that do not affect the stormwater drainage pattern are proposed, a Grading Permit shall not be required. Minor alterations are defined as 100 cubic yards of fill, 20 cubic yards of excavation, or 50 cubic yards of balancing per half-acre, not to exceed 100 cubic yards. If the stormwater drainage pattern of the land will be altered, a Grading Permit shall be required regardless of the scope of the alterations.

b. Fee. The Grading Permit fee shall be established by resolution of the Township Board.

c. Extraction. The requirements of this Section shall not apply to any extraction operation governed by the regulations of the Township Extractive Operations Ordinance or by the Section of Article XVI of this Ordinance governing extractive operations.

d. County Drain Commissioner. Activities of the Monroe County Drain Commissioner's office, including clearing and dredging of regulated drains and ditches, shall be exempt from the requirements of this Section.

(3) *Grading Plan.*

In the event that a Grading Permit is required, the applicant shall first submit three (3) copies of the grading plan for review and approval by the Building Official or designee (e.g. Township Engineer), or other authorities having jurisdiction, such as the Michigan Department of Environmental Quality. A licensed professional engineer or licensed professional surveyor shall prepare such plans. Two signed, approved copies of the grading plan shall be retained by the Township and one copy returned to the applicant.

(4) *Grading Plan Standards.*

At a minimum, grading plans shall show existing and proposed grade elevations adjacent to existing and proposed structures on the subject property and at the structures within 100 feet of the lot line on adjacent properties. In addition, sufficient existing and proposed elevations shall be shown for the site and for as much of the adjacent property as is necessary to establish the proposed surface drainage pattern.

- a. *Amount of material.* If excavation or filling is proposed, the amount of material to be excavated or filled shall be indicated on the grading plan.
- b. *Basis for elevations.* All elevations shall be based on U.S.G.S. datum. Elevations and location of benchmarks used for determining elevations shall be shown on the plan.
- c. *Slope away from building and finished floor elevations.* All buildings and structures shall be constructed at an elevation that provides a sloping grade away from the building or structure, thereby causing surface water to drain away from the walls of the building to a natural or established drainage course. The grade shall not exceed five percent (5%) slope away from the building or structure for a minimum distance of 10 feet. The slope shall be measured from the highest point along the side lot line to the building line.
- d. *Runoff onto adjacent properties.* New grades shall not be established that would permit an increase in the runoff of surface water onto adjacent properties, except directly through an established drainage course, swale, ditch, or easement.
- e. *Stockpiling.* The open storage of undistributed soil, sand, clay, gravel, and similar material for a period of more than 30 days shall be prohibited, except where permitted as part of an approved construction project, approved excavation operation, or approved use in an industrial district.
- f. *Suitable fill material.* Fill material brought into the Township shall consist of clean, compactable, natural earth materials free of contamination from hazardous substances. Fill material shall contain no more than five percent (5%) broken concrete and shall not contain any other foreign matter, including brick, crockery, or other debris or waste. The Building Official or Township Engineer may require verification from a qualified soil-testing laboratory that the fill is free of all contamination.

(4) *Review, Inspection, and Approval Procedures.*

The Township Engineer and other authorities having jurisdiction shall review grading plans. The

Building Official may issue a Grading Permit after the determination has been made that the requirements set forth herein and in other applicable ordinances have been complied with.

(5) *Final grading plan.*

An as-built plan, prepared by a licensed professional engineer or licensed professional surveyor and clearly indicating compliance with the approved grading plan, shall be submitted prior to the issuance of an occupancy permit.

Section 3. Repeal.

All Ordinances in conflict with this Ordinance are to the extent of such conflict hereby repealed.

Section 4. Severability.

This Ordinance and the various parts, sentences, paragraphs, sections, subsections, phrases and clauses thereof are declared to be severable and if any of them are adjudged unconstitutional or invalid, it is hereby provided that the remainder of the Ordinance shall not be affected.

Section 5. Effective Date.

This Ordinance shall become effective seven days after adoption and publication in a newspaper having general circulation in the Charter Township of Berlin, Monroe County, Michigan.