

# Section III: Permit Requirements Review Fees

## Part A.

### PERMITS

A permit will be required for all activities crossing, modifying, discharging to a county drain or any work within a county drain easement. Submittals shall include all the following information:

1. A fully completed permit application including appropriate signatures.
2. Permit, review and inspection fees as specified in Table 2 below.
3. A drawing including the following information at a minimum:
  - a. Location of county drain easements on the property.
  - b. Descriptions of all construction activity within drain easement.
  - c. Dimensions and elevations of all facilities being proposed for construction within the drain easement.
  - d. Type of material used for construction of facilities within the drain easement.
  - e. Soil erosion and sedimentation control measures. Certain construction activities require that the County Water Resources Commissioner be assured of appropriate and timely completion of the permitted activity. In such cases, security in the form of cash or a letter of credit will be deposited with the Water Resources Commissioner prior to a permit being issued. These activities and minimum amount of security required are defined in Table 2 below.

Table 2

Permit Type	Permit Fee	Initial Review Fee \$115.00/hour	Initial Inspection Fee \$115.00/hour	Minimum Security Required
Minor Residential Permit	\$100.00	None	None	None
Tap-In Permit Open Drain	\$100.00	One hour	One hour	None
Tap-In Permit Enclosed Drain	\$100.00	Two hours	Two hours	\$1,000.00
Culvert Installation	\$100.00	One hour	One hour	\$500.00
Bored Crossing	\$100.00	Two hours	One hour	\$500.00
Open Cut Crossing	\$100.00	Two hours	Four hours	\$5,000.00
Bridge Crossing	\$100.00	Four hours	Four hours	\$2,000.00
Drain Clean Out	\$100.00	Two hours	Four hours	\$5,000.00
Construction Easement	\$100.00	Two hours	Two hours	None

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## Part B.

### FEES

#### 1. Plan Review Fees

All review fees are charged at an hourly rate of \$115.00. A review of plans received by the Washtenaw County Water Resources Commissioner will not be scheduled or completed until the appropriate fee has been submitted. The initial review fee for all site plans or platted subdivisions is based on the acreage of the development and is outlined in Table 3. If the review fee initially submitted is not sufficient to complete the necessary reviews, additional fees will be invoiced. Additional reviews will not be completed until the additional invoiced amount is submitted.

Review time will be billed for all work necessary to complete the review process including but not limited to plan review, file research, all meetings, infiltration test observation, predevelopment site inspections, telephone calls, review of vegetation/plant materials, etc.

#### 2. Inspection Fees

Inspection fees are charged at an hourly rate. Inspections will not be performed until the appropriate fee has been submitted. The initial inspection fees will be 10% of the approved design engineers construction cost estimate. In instances where representatives of the local municipality will complete the inspection on behalf of the WCWRC this initial fee will be reduced to 5%. Once the initial inspection fee has been depleted, additional inspection time will be billed to the developer. Additional inspections will not be completed until the invoiced amount is submitted.

Inspection time will be billed for all work necessary to complete the inspection including inspection time, travel time, mileage costs, as built plan review, meetings, telephone calls, etc.

Any unused inspection fees will be returned upon completion of the required inspections.

Table 3

Development Size	Initial Fee
Less than 5 acres	\$400.00
5-20 acres	\$500.00
20-50 acres	\$625.00
50-100 acres	\$750.00
Over 100 acres	\$750.00 + \$4.00 per acre
Resubmittal Review	\$115.00 per hour*

\* Due prior to final approval