

## **APPLICATION AND PERMIT TO CONNECT TO A COUNTY DRAIN**

MONTCALM COUNTY DRAIN COMMISSIONER'S OFFICE  
211 W. Main Street  
PO Box 368  
Stanton, MI 48888  
Phone (989) 831-7322 • Fax (989) 831-7389

The undersigned being owner of \_\_\_\_\_  
(Description of Property)

does hereby make application to the Montcalm County Drain Commissioner for the privilege of tapping and connecting with the \_\_\_\_\_ Drain in the Township of \_\_\_\_\_, Montcalm County, Michigan.

This connection is for the purpose of connecting storm drainage only in accordance with the Summary of Requirements for Connection to a County Drain (attached).

It is understood that the applicant will leave the connecting trench open until inspection has been made by the Montcalm County Drain Commissioner or his agent.

Dated: \_\_\_\_\_, 20\_\_\_\_\_. \_\_\_\_\_  
Signed

Print \_\_\_\_\_

Address \_\_\_\_\_

Permission granted \_\_\_\_\_, 20\_\_\_\_\_. \_\_\_\_\_

Montcalm County Drain Commissioner \_\_\_\_\_

Inspection of this connection has been made and found to be satisfactory, this \_\_\_\_\_ day  
of \_\_\_\_\_ A.D., 20 \_\_\_\_\_. \_\_\_\_\_

The Wye or opening for this connection is  
located \_\_\_\_\_.

Inspector \_\_\_\_\_

## **SUMMARY OF REQUIREMENTS FOR CONNECTION TO A COUNTY DRAIN**

1. Completed permit application.
2. Permit fee.
3. Adequate outlet evaluation.
4. Discharge requirements:
  - a. Storm water connection: Rate and volume requirements met.
  - b. Footing drain connection: None
  - c. Floor drain connection: Pre-treatment (spill containment)
5. Type of connection:
  - a. Ditch outlet to an open channel county drain
  - b. Pipe outlet to an open channel county drain
  - c. Ditch inlet to an enclosed county drain
  - d. Pipe connection to an enclosed county drain
6. Layout and design:
  - a. **Ditch Outlet to an Open Channel County Drain**
    - (1) Grassed waterway flow velocities shall be neither siltative nor erosive. The minimum velocity for vegetated channels shall be 1.5 ft/s. The maximum velocity shall be 4 ft/s. Riprap protection or equivalent erosion control measures shall be used where the velocity exceeds 4 ft/s, up to maximum allowable design velocity of 8 ft/s.
    - (2) Where maximum velocities are exceeded due to channel slope, rock check dams or grade control structures shall be used to reduce overall flow velocities.
    - (3) Erosion control blankets shall be used to protect bare channels.
    - (4) Permanent erosion protection will be placed at bends, drain inlets and outlets and other locations as needed in all open ditches.
    - (5) Outlets into the grassed waterway shall enter at an angle of 90 degrees or less with the direction of flow.
  - b. **Pipe Outlet to an Open Channel County Drain**
    - (1) Outlet protection shall be provided as necessary to prevent erosion, based on the maximum velocities given above.
    - (2) All outlets will be provided with flared end sections.
    - (3) Outlet protection shall employ engineered rip rap design. Median rip rap size, dimensions and total quantity in square yards shall be determined based on pipe size, design velocity and discharge. All rip rap shall be underlain with approved geotextile fabric. Other materials used to prevent scour will be reviewed and approved as necessary.

- (4) The soils above and around the outlet shall be compacted and stabilized to prevent piping around the structure. Riprap protection shall extend a minimum of 1 foot above the top of the pipe.
- (5) Outlets into the grassed waterway shall enter at an angle of 90 degrees or less with the direction of flow.
- (6) Outlets to ditches will be placed within 2 feet of the average low water elevation of the water course.

**c. Ditch Inlet to an Enclosed County Drain**

- (1) Grassed waterway flow velocities shall be neither siltative nor erosive. The minimum velocity for vegetated channels shall be 1.5 ft/s. The maximum velocity shall be 4 ft/s. Riprap protection or equivalent erosion control measures shall be used where the velocity exceeds 4 ft/s, up to maximum allowable design velocity of 8 ft/s.
- (2) Where maximum velocities are exceeded due to channel slope, rock check dams or grade control structures shall be used to reduce overall flow velocities.
- (3) Erosion control blankets shall be used to protect bare channels.
- (4) Inlet protection shall employ engineered rip rap design. Median rip rap size, dimensions and total quantity in square yards shall be determined based on pipe size, design velocity and discharge. All rip rap shall be underlain with approved geotextile fabric. Other materials used to prevent scour will be reviewed and approved as necessary.
- (4) A flared end section and rodent guard may be required for the inlet pipe.

**d. Pipe Connection to an Enclosed County Drain**

- (1) Connections to manholes shall be made with a resilient connector for pipe diameters 24 inches or less.
- (2) Special details will be required for manholes placed on pipe 48 inches in diameter and larger.

# Montcalm County Drain Commissioner Fee Schedule

Adopted February 14, 2022

## Stormwater Review

Permit Application	\$200.00 minimum, or \$10.00 per lot
Deposit for Engineering Review	\$2,000.00
Recording fee	\$30.00

## 425 or 433 Agreement

Maintenance Fee (required by MI Drain Code) Lesser of \$2,500.00 or 5% of construction.

Recording Deposit	\$2,500.00
Surety for Work Completed after Final Plat Approval	130% of uncompleted project
Repaid Bond	Lesser of \$5,000.00 or the 10% of the cost of the storm water system
Resubmission Fee	\$100.00

Submittal fees and deposit shall be paid at the time preliminary plat or site plan submittal is made to the Drain Commissioner for administration and review. Inspection fee shall be paid prior to issuance of a grading (SESC) permit and construction.

Fees shall be paid at the time construction drawing submittal is made to the Drain Commissioner. Surety shall be posted prior to final plat approval. Bond shall be posted upon completion of construction. The deposit will be returned to the Proprietor after one (1) year if the storm water system is in good working order.

## **Crossing/Connection/Encroachment Permits**

### **Permit for Utility Work in a County Drain and/or Cross a County Drain and/or County Drain Easement**

Application Fee	\$250.00 per location
Deposit	\$1,500.00 per crossing

Additional costs for inspection, engineering and legal expenses may be required.

### **Permit to Perform Work in a County Drain and/or Drain Easement and to Cross and/or Connect to a Drain**

Application Fee	\$100.00 per location
Deposit	\$500.00

Additional costs for inspection, engineering and legal expenses may be required.

### **Permit for Encroachment in a County Drain Easement**

Application Fee	\$300.00 per location
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Additional costs for inspection, engineering and legal expenses may be required.

### **Permit to Install a Culvert/Bridge or Other Structure in a Drain or Drain Easement**

Application fee	\$500.00 per location
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Additional costs for inspection, engineering and legal expenses may be required. **Application for a Variance from Drain Commissioner Rules**

Application Fee	\$150 per location
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Additional costs for inspection, engineering and legal expenses may be required.

## **Miscellaneous Fees**

Title Search for Drain Assessments: \$35.00

Photocopies Per Page: \$1.00  
Oversize: \$5.00

Temporary Encroachment Permit: \$30.00 deposit plus staff/consultant costs

Freedom of Information Requests: Fees will be charged in accordance with  
Montcalm County FOIA Policies and Guidelines

A permit is required to occupy an easement, connect to or cross a county drain with utilities, roads, drives, etc., or modify a county drain. Fees shall be paid with the permit application submittal prior to

construction drawing approval. Generally, no fee is required for connecting storm water discharges to a county drain.

Total charges incurred by the Drain Commissioner's office for engineering services deemed necessary to perform reviews and inspections shall be charged in addition to the above fees. Engineering services will be based on current hourly billing rates for actual time and reimbursable expenses.

Charges are to be paid by the Proprietor within thirty (30) days of invoice by the Drain Commissioner. Payment of all fees is prerequisite to approval.

Failure to make timely payment constitutes a violation, permits will be revoked, and the deposit will be forfeited.

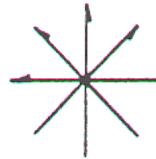
Deposits will be returned to Proprietors of good standing upon receipt of construction record drawings (as-builts). No interest will be paid on deposit funds.

I. LOCATION OF CROSSING

DATE \_\_\_\_\_ BY \_\_\_\_\_

CITY \_\_\_\_\_ STREET \_\_\_\_\_ TOWNSHIP \_\_\_\_\_

SECTION NO. \_\_\_\_\_ TOWN \_\_\_\_\_ RANGE \_\_\_\_\_ COUNTY \_\_\_\_\_

2. PLAN OF CROSSINGINDICATE APPROXIMATE  
NORTH WITH LETTER "N".3. ELEVATION OF CROSSING

\*—BENCH MARK (EXISTING GROUND ELEVATION)

