

# CITY OF STURGIS

## NON-RESIDENTIAL STATE & COUNTY ENVIRONMENTAL PERMITS CHECKLIST

Name of Business / Department:

Mailing Address:

Property Address:

Telephone:

Fax:

Type of Business / Department:

Facility Owner / Manager / Department Head:

Date:

Signature:

***For commercial, industrial and/or agricultural properties, issuance of a building permit requires completion of the City of Sturgis Non-Residential State & County Environmental Permits Checklist. For each of the following items, check YES or NO (Y/N) as applicable for the proposed property use. Check items NO (N) if that item does not pertain to your project or facility. Check items YES (Y) if that item may pertain to your project or facility; then contact the office(s) listed to determine if a permit, approval or other specific requirements apply to your project or facility. Return a copy of this checklist to the City as part of your site plan submittal -- even if state and county approvals have not yet been obtained. An updated copy is to be submitted prior to occupancy.***

***For items checked YES (Y), if it is determined by the City, County or State that a permit or approval is required, provide a copy of the regulating agency's approval letter.***

***For items checked YES (Y), if it is determined that a permit or approval is not required, provide a letter detailing which agency, phone number and individual name(s) were contacted to confirm no permit or approval is required.***

***This checklist includes the most common county/state permits and approvals related to waste, water quality, and air quality. Other permits and approvals, including local, county, state and federal approvals may also be needed. Issuance of a building permit by City of Sturgis does not eliminate an applicant's responsibilities for complying with permits and approvals. All permit and approval conditions are the responsibility of the applicant.***

***As of February 2013, state information on specific programs can be found at <http://www.michigan.gov/deq/> by searching for "Guide to Environmental, Health, and Safety Regulations". Additionally, the Michigan Department of Environmental Quality (MDEQ) Environmental Assistance Center (EAC) provides one-on-one "gate-way" assistance in addressing permit matters for all MDEQ programs. As of February 2013, the EAC is available at 1-800-662-9278 from 8 a.m. to 4:30 p.m., Monday through Friday.***

QUESTIONS		Yes	No	If "Yes," contact the MDEQ Environmental Assistance Center (800-662-9278) or the permitting program listed below.
1	Is the project a dry cleaning establishment utilizing perchloroethylene or a flammable solvent in the cleaning process?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
2	Does the project involve the construction, modification or operation of a public swimming pool?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
3	Does the project involve body art, body piercing, the generation of medical waste or a facility that treats medical waste prior to its disposal?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
4	Does the project involve the construction, modification or operation of a campground?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
5	Does the project involve the construction or alteration of a water supply system or sewage disposal system for a manufactured housing project?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)

QUESTIONS		Yes	No	If "Yes," contact the MDEQ Environmental Assistance Center (800-662-9278) or the permitting program listed below.
6	Does the project involve transport of septic tank, cesspool, or dry well contents or the discharge of septage or sewage sludge into or onto the ground?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the Michigan Department of Community Health (517.373.3740).
7	Does the project involve the storage, hauling, shredding or processing of scrap tires?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
8	Does the project involve the transport of hazardous waste or non-hazardous liquid industrial waste?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
9	Does the project involve the installation of an aboveground storage tank for a flammable or combustible liquid (under 200 degrees Fahrenheit)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
10	Does the project involve the installation, removal, or upgrade of an underground storage tank containing a petroleum product or a hazardous substance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
11	Does the project involve burning, land filling, transferring, or processing of any type of solid non-hazardous waste on-site, or placing industrial residuals/sludge into or onto the ground?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
12	Does the project involve the on-site treatment, storage, or disposal of hazardous waste?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
13	Does your project include an electric generating unit that sells electricity to the grid and burns a fossil fuel?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
14	Does your facility have the potential to emit any of the following: 100 tons per year or more of any criteria pollutant; 10 tons per year or more of any hazardous air pollutant; or 25 tons per year or more of any combination of hazardous air pollutants?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
15	Does the project involve installation, construction, reconstruction, relocation, or alteration of any process equipment (including air pollution control equipment) which has the potential to emit air contaminants?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
16	Does the project involve either construction which will disturb one or more acre, or does the facility have industrial activity that comes into contact with storm water that enters a storm sewer, drain, lake, stream, or other surface water?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
17	Does the project involve the discharge of any type of wastewater to a storm sewer, drain, lake, stream, or other surface water?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
18	Does the project involve the discharge of wastewaters into or onto the ground?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
19	Are you using chemicals or materials in, or in contact with, drinking water at any point in the water works system?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
20	Do you desire to develop a withdrawal of over 2,000,000 gallons of water per day from any source other than the Great Lakes and their connecting waterways? Or, do you desire to develop a withdrawal of over 5,000,000 gallons of water per day from the Great Lakes or their connecting waterways?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
21	Does the project involve construction or alteration of any sewage collection or treatment facility?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
22	Does the project involve or does the property already have individual on-site subsurface disposal systems or individual wells?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278) and the Branch-Hillsdale-St. Joseph Community Health Agency (269-273-2161).
23	Does the project involve food services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the City Waste Water Treatment Plant Supervisor at (269-651-6520).

QUESTIONS		Yes	No	If "Yes," contact the MDEQ Environmental Assistance Center (800-662-9278) or the permitting program listed below.
24	Does the project involve an earth change activity within 500 feet of a lake or stream, or will the project disturb an area greater than one acre in size?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278) and the County Drain Commissioner (269) 467-5600
25	Does the project involve any work (dredging, filling, draining, construction) proposed in, across, or under (i) wetlands; or (ii) floodplain (area that may have or ever had standing or flowing water)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278) and the County Drain Commissioner (269) 467-5600
26	Does the project involve any dredging proposed within 500 feet of a lake, river, stream, creek, or ditch?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278) and the County Drain Commissioner (269) 467-5600
27	Does the project involve filling or placement of structures in water, wetlands, floodplains, or any work at the land/water interface?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278) and the County Drain Commissioner (269) 467-5600
28	Does the project involve dredging, filling, grading, or other alteration of the soil, vegetation, or natural drainage, or placement of permanent structures in a designated environmental area?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
29	Does the project involve construction of a dam, weir or other structure to impound flow?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
30	Does the project involve drilling of oil, gas, brine disposal, secondary recovery, or hydrocarbon storage wells?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
31	Does the project involve plugging or deepening of an oil or gas well, or conveying rights in the well as an owner to another person?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
32	Does the project involve changing the status or plugging of a mineral well?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
33	Does the project involve the drilling or deepening of wells for brine production, solution mining, waste disposal, storage, or as test wells?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
34	Does the project involve the receipt, possession, manufacture, use, storage, transport, transfer, release, or disposal of radioactive material in any form?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact the MDEQ Environmental Assistance Center (800-662-9278)
35	Does the project involve any man-made change in the natural cover or topography of land, including cut and fill activities which may contribute to soil erosion and sedimentation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contact: County Drain Commissioner 269-467-5600.
36	<p>Does the project involve an on-site wastewater treatment system or septic system be installed?</p> <p>For sanitary sewage in quantities of 10,000 gallons per day or less,</p> <p>For any subsurface discharge of sanitary sewage in quantities equal to or greater than 10,000 gallons per day,</p> <p>For sanitary sewage in quantities of 6,000 to 10,000 gallons per day: In addition to obtaining a construction permit from the local health department, submit a state wastewater discharge notification form. Flow monitoring and reporting are required.</p> <p>For industrial or commercial wastewater in any quantity (other than sanitary wastewater),</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<p>Contact the Branch-Hillsdale-St. Joseph Community Health Agency (269-273-2161).</p> <p>Contact the MDEQ Environmental Assistance Center (800-662-9278)</p> <p>Contact the MDEQ Environmental Assistance Center (800-662-9278)</p> <p>Contact the MDEQ Environmental Assistance Center (800-662-9278)</p>