



Erosion & Sediment Control Plan Technical Review Instructions

City of South Bend – Engineering Division
227 W. Jefferson Boulevard, Ste 1316
South Bend, IN 46601

Dear Permit Applicant:

Enclosed is the Erosion & Sediment Control Plan Technical Review Instructions AND Application needed to secure your technical review as a requirement of the Indiana Department of Environmental Management (IDEM) Construction Stormwater General Permit (INRA00000) process.

Process

Once your completed application is received, it will be reviewed by the City of South Bend's Engineering Division. Within 28 days, you'll be notified whether your Stormwater Pollution Prevention Plan (SWPPP) is approved or deficient. Upon deficiency of the application and/or SWPPP, the applicant shall be informed so revisions can be made. Upon submittal of additional or new information, the City will have fifteen (15) business days to inform the applicant of approval or disapproval.

Application Checklist

Below is a checklist of items that need to be included with your submittal:

- Completed and signed Erosion Sediment Control Plan Application
- One electronic PDF copy of the Construction Plan Set. The plans should be compliant with the City's Construction Standards, which can be found at southbendin.gov/engineering.
- One electronic PDF of the SWPPP with any needed attachments
- Non-refundable \$100 filing fee.
- Non-refundable permit review fee: \$100 per acre of disturbed land rounded up with a max of \$1,000 for 10 acres or greater. Example: For land disturbance of 2.2 acres, the total fee would be \$400 (\$100 filing and \$300 for disturbed land acreage)
- Payment: Checks should be made payable to the City of South Bend and can be mailed to the Engineering office. Credit card payments can also be made by calling Engineering's Permit Office at 574.235.9254. **Note:** Payment should not be made until you have been notified that your technical review has been approved. If you plan to pay by credit card, check this payment option on the application.
- Completed applications should be emailed to MS4@southbendin.gov, dropped off or mailed to:
City of South Bend – Engineering
227 W. Jefferson Boulevard, Ste 1316
South Bend, IN 46601

Questions?

The City of South Bend looks forward to working with you! If you have any questions, contact the City MS4 team at MS4@southbendin.gov.



Erosion & Sediment Control Plan Application

City of South Bend – Engineering Division
227 W. Jefferson Boulevard, Ste 1316
South Bend, IN 46601

Project Name and Location

Project Name (please print)

Address or Brief Description of Project Location

Quarter _____ Section _____ Township _____ Range _____ Civil Township _____

Longitude

Latitude

Project Site Owner and Project Contact Information

Company Name (please print)

Project Site Trained Individual

Address

City

State

Zip Code

Phone

Email

Contact Information

Company Name (if applicable)

Affiliation to Site Owner

Address (if different than above)

City

State

Zip Code

Phone

Email

Project Site Owner and Project Contact Information

Site Trained Individual responsibilities are defined in the Construction Stormwater General Permit – CSGP Section 3.6 and Appendix B (66)

Site Trained Individual (please print)

Company Name

Affiliation to Site Owner

Phone

Email

Project Information

Company Description (check one): Sub-Division Commercial Industrial Other (please explain):

Name of Receiving Water

Project Acreage

Total Watershed Acreage

Proposed Land Disturbance (in acres)

Total Impervious Surface Area (square feet, estimated for completed project)

Estimated Start Date

Estimated End Date for all Land Disturbing Activities

Affirmation and Signature

By signing this permit application, I certify that this document and all the attachments were prepared under my direction or supervision in accordance with the system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete.

I certify as the project owner that all construction and post-construction will be completed in compliance with the Indiana Construction Stormwater General Permit (INRA00000). This can be found at in.gov/idem/stormwater.

Payment: Payment by check included Payment by credit card requested

Printed Name of Project Owner

X

Signature of Project Owner

Date

All ESCP applications MUST include a project owner's signature.

OFFICE USE ONLY

Date Received:

Fee Paid:

Approval Date: