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**- M E M O R A N D U M -**

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**TO:** Ms. Alexis DiLeo, Planning & Development Services  
**FROM:** Peter Stephens, Land Development Coordinator, Systems Planning Unit  
**DATE:** March 7, 2016  
**SUBJECT:** 1140 Broadway Street File Number: SP17-009

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Following, please find review comments for the first submittal of the Site Plan for the above project located on Broadway Street, dated 02/27/2017:

**SOIL EROSION AND SEDIMENTATION CONTROL**

1. Provide a note stating that both internal and external streets will be cleaned of any tracked mud immediately following each mud-tracking occurrence.
2. Revise the grading limits to include the soil disturbance proposed within Broadway Street.
3. Provide erosion control cost estimates on the site plan.
4. Provide costs to stabilize the site if construction should cease.
5. Provide an estimate of the amount of excavation and fill involved on the site plan.
6. Per Chapter 63, Section 5:654(4), detention facilities must be installed prior to the issuance of building permits. This should be reflected in the sequence of construction. If an alternative sequence is desired, provide a plan for temporary stormwater management until the permanent system is online.
7. Please consider modifying the proposed construction and soil erosion and sedimentation control sequence to leave as much existing pavement in place as long as possible during construction. This will reduce the potential for soil erosion and be consistent with Chapter 63, Section 5:663(6), which requires earth changes to be designed to limit exposed areas for the shortest possible period of time within the construction sequence. Since there is no existing pavement on the site, staff would like to see the first course of asphalt and curbing installed prior to start of vertical building.
8. This site will exceed 5 acres in disturbance, and therefore will require an NPDES/NOC permit from the State of Michigan. Per the requirements of the NPDES permit, inspections will be performed by a certified MDEQ Storm Water Operator at least once a week and immediately following each precipitation event. The written reports must be maintained onsite. Please note these requirements on the plans.
9. Per Chapter 63, Section 5:664(10), permanent soil erosion controls are required to be installed within five (5) days after final grading or final earth change. Include a note to reflect the required 5 day time frame.

10. Confirm that silt fence is proposed for the perimeter of the site.
11. After the site is graded, stabilize all areas that will not immediately be under construction. Provide a note on the plans stating this.
12. Include the green roof in the “permanent maintenance tasks and schedule”.
13. Provide a detail for where the stormwater system will discharge to Traver Creek.
14. The two catch basins, on the northeast corner of the site, are required to be connected to the stormwater management system.
15. Confirm whether there will be any footing drains on the site, and if so, where the discharge point will be.