



CERTIFICATE OF OPERATION APPLICATION

City of Dearborn Economic Development Department
16901 Michigan Ave. Dearborn. MI 48124
dbnpermits.dearborn.gov

CERTIFICATE OF OPERATION APPLICATION

PERSUANT TO CITY ORDINANCE ARTICLE VII, SECTIONS 13-501 TO 13-520

To avoid delays in processing your application, please submit all the required documentation in addition to the completed application form. Applicants are responsible for reviewing the ordinance and ensuring their application includes all required information.

- Completed Application Form
- Five (5) copies of a scaled site plan (1/16 inch = 1 foot or 1 inch = 20 feet), sealed by a state-licensed engineer, showing the following:
 - a) Legal description of property
 - b) All property lines and easements with dimensions
 - c) All buildings and structures with dimensions
 - d) Proximity to all waterways
 - e) Predominant land features
 - f) Name and address of the facility
 - g) Location, size, and height of all piles, bins, or other groupings of all materials outlined in Sec. 13-502 of the City of Dearborn Code of Ordinances.
 - h) Location of all PM10 monitors as required by ordinance.
 - i) Location and type of all pathways and surfaces utilized for vehicular circulation and/or materials processing, handling, transferring, loading, unloading, stockpiling, or storage.
 - j) Attestation signed by the owner or operator of the facility, that they have read and reviewed Article VIII, Sections 13-501 to 13-520 of the Code of Ordinances of the City of Dearborn, entitled "Handling of Bulk Solid Materials".
 - k) Description of site operations, description of all methods for storage, handling, loading, unloading, stockpiling, transferring, and storing any materials on site defined in Sec. 13-502, and methods for dust control.
 - l) Location of all site drainage locations and connection points to water and sewer infrastructure.

Applicants submitting a Standard Compliance Plan must also include the following:

- m) All other requirements outlined in Sec. 13-504.1.

Applicants submitting an Alternate Compliance Plan must also include the following:

- n) All other requirements outlined in Sec. 13-504.2.

Applicants requesting a variance must also include the following:

- o) All other requirements outlined in Sec. 13-519.

- Application processing fee of \$100 is due upon application submittal.
- Plan Review fees are as follows:
 - Standard Compliance Plan: \$ 5,000
 - Alternative Compliance Plan: \$ 2,500

Required Inspections:

- Initial Inspection and Final inspection



**ECONOMIC
DEVELOPMENT**

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Application # _____
Date Submitted _____
Staff _____

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*THERE IS A NON-REFUNDABLE ADMINISTRATIVE FEE OF \$100

*This application includes one (1) Initial Inspection and one (1) Final Inspection. Any additional inspections are subject to additional fees.

LOCATION (This information is found on a land survey)

Section	Town	Range	Township	City/Village	County
Subdivision		Lot No.	Parcel ID Number	Street Address	

FACILITY TYPE

Existing New

COMPLIANCE PLAN TYPE

Standard Alternate

VARIANCE REQUESTED?

Yes No

Project Description:

Variance Request Description (if Applicable):

Plan Preparer:

Name _

Telephone Number _

Email Address

(continued on next page)

LANDOWNER INFORMATION (if different from Applicant)

Name of Landowner _

Address _

Telephone No. _

Fax Number _

E-Mail Address _

Driver's License or State Identification Number _

Date of Birth _ / _ / _

Signature of Landowner _____

RESPONSIBLE PARTY INFORMATION

Name of Individual "On Site" Responsible for Facility Operations
and Emergency Contact

Name _

Address _

Telephone No. _

Dearborn License No. _

APPLICANT INFORMATION/AFFIDAVIT:

Application is hereby made for a certificate of operation for the facility described in this application and the accompanying materials, which are a part of this application. I (we) affirm that the above information is accurate and that I (we) will operate the facility in accordance with all applicable federal and state laws, and all codes and ordinances enforced by the City of Dearborn.

Name of Applicant _

Landowner OR Designated Agent (*Designated Agent must have a notarized written statement from landowner authorizing him/her to secure a permit in the landowner's name.*)

Address _

Telephone No. _

Fax Number _

E-Mail Address _

Driver's License or State Identification Number _

Date of Birth _ / _ / _

Signature of Applicant _____