

General Permit Requirements for Local Agency construction projects using Federal funds

MDOT requires that a local agency (LA) obtain all permits and approvals related to its construction project, and forward those permits, to the MDOT Local Agency Program (LAP) staff engineer, before LAP can request obligation of the federal or state funds for the project. The lone exception to this permit requirement is the LA does not need to obtain the Soil Erosion and Sedimentation Control (SESC) permit, if one is required for the project.

Such permits include those issued by federal and state departments and agencies, as well as counties and local units of government. These departments and agencies are generally indicated on the Programming Application forms (MDOT Forms 0258, 0259, and 0260), as well as the Local Agency Environmental Clearance Form (MDOT Form 5323). LA's need to complete both a Program Application form and an Environmental Clearance form for each project, as a condition of fund obligation.

Do not submit to LAP a letter of intent by an agency to issue a permit. Such letters or notices are not sufficient to be able to use as a basis to request fund obligation.

In addition, starting in October 2019, LA's also need to provide documentation for those permits that they believe are not required for their project. This documentation also is required as part of the MDOT Form 5323.

Information related to the Local Agency Environmental Clearance form and requirements is available on the opening page of the LAP website (www.michigan.gov/mdotlap), at the [National Environmental Protection Act \(NEPA\) Guidance and Information](#) link, in the Guidance Document section.

Program applications forms are linked on the LAP website by accessing one of the LAP units listed on the left side of the webpage, then selecting the appropriate form listed in the "Forms" link in the section headed "Requirements".

MDOT includes copies of all permits and attachments in the bid proposal. Each LA is responsible for meeting or ensuring to meet all permit conditions and requirements, such as those related to construction, reporting, follow-up inspections, and close out.