

## Town of Grand Lake Grading Permit Application

Permit Applications requested for work to be performed on the Town Rights of Ways shall only be approved by the Town Board of Trustees, with recommendation from the Planning Commission. Please contact Town Hall staff for more information regarding these types of Grading Requests.

Street Address: \_\_\_\_\_ Lot(s): \_\_\_\_\_ Block: \_\_\_\_\_ Addition: \_\_\_\_\_

	OWNER	CONTRACTOR
PRINTED NAME		
MAILING ADDRESS		
CITY, STATE and ZIP		
HOME/BUSINESS PHONE		
CELL PHONE		

### PLEASE INDICATE THE TYPE OF GRADING PERMIT REQUESTED

- GENERAL:** Permit required if excavation or fill exceeds twenty (20) cubic yards but less than two thousand, five-hundred (2500) cubic yards and has a maximum vertical dimension of less than two feet (2'); OR if the excavation or fill is less than twenty (20) cubic yards and the maximum vertical dimension exceeds two feet (2').  
**Required Attachments:** Each General Grading Permit Application shall be accompanied by a plan in sufficient clarity to indicate the nature and extent of the work. The plan shall include the following:
- Narrative description of the proposed work and the proposed timetable for completion of the grading and re-vegetation; and
  - General vicinity of the proposed site; and
  - A Site Plan indicating:
    - Limiting dimensions and depth of the cut and/or fill with relationship to the property lines; and
    - Location of any building or structure within fifteen feet (15') of the proposed grading; and
    - Location, size and depth of all existing utilities and easements on the proposed site; and
    - Location of all natural features, such as watercourses, on the proposed site or within one hundred feet (100') of the "graded area"; and
    - Location and type of any erosion control measures; and
  - A re-vegetation plan.
- ENGINEERED:** Permit required whenever the excavation or fill exceeds two thousand, five-hundred (2500) cubic yards; OR if the fill or excavation exceeds two feet (2') in vertical dimension.  
**Required Attachments:** Each Engineered Grading Permit Application shall be accompanied by two (2) sets of plans and specifications and supporting data. The plans shall contain the following:
- Narrative description of the proposed work and the proposed timetable for completion of the grading and re-vegetation; and
  - A Soils Engineering report: The soils engineering report required shall include data regarding the nature, distribution and strength of existing soils, conclusions and recommendations for grading procedures and design criteria for corrective measures, including buttress fills, when necessary, and opinion on adequacy for the intended use of sites to be developed by the proposed grading as affected by soils engineering factors, including the stability of slopes. *Recommendations included in the required soils engineering report shall be incorporated in the grading plans and specifications.*
  - General vicinity of the proposed site; and
  - A Site Plan indicating:

- Property limits and accurate contours of existing ground and details of terrain and area drainage.
- Limiting dimensions, elevation or finish contours to be achieved by the grading, and proposed drainage channels and related construction; and
- Location of any building or structures on the property where the work is to be performed and the location of any buildings or structure on the land of adjacent owners that are within fifteen feet (15') of the property or that may be affected by the proposed grading operations; and
- Location, size and depth of all existing utilities and easements on the proposed site; and
- Location of all natural features, such as watercourses, on the proposed site or within one hundred feet (100') of the disturbed graded area; and
- Location and type of any erosion control measures; and
- A re-vegetation plan.

*The Owner/Contractor acknowledge by signing below that they have received, reviewed and understand the requirements set forth in Town Code 9-1-5, attached hereto, and certify to the Town that all of the information contained in this Grading Permit Application is true and the work will be done in strict compliance with Town Code 9-1-5 and the permit requirements stipulated below. The Owner/Contractor further certify they will follow the reasonable direction of the Town's Public Works Director and/or the Director's designee. This understanding and agreement will be binding upon the Owner's respective heirs, executors, administrators and assigns. A copy of the Permit shall be available and presented upon demand on the job site at all times.*

	OWNER	CONTRACTOR
SIGNATURE		
DATE		

----- TOWN USE ONLY BELOW THIS LINE -----

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Permit Fee: \_\_\_\_\_ Fee Received Date: \_\_\_\_\_  
 General Grading Permit: \$35.00     Engineered Grading Permit: \$75.00     Failure to Obtain Permit: \$250.00

Bonding Requirements:  
 NO     YES (Amount of Bond Required: \$ \_\_\_\_\_) Bond Received: \_\_\_\_\_

Application Review:  
 Required Attachments Review/Determination of Complete Application  
 Site Visit Conducted (Public Works and Planning) Date Conducted: \_\_\_\_\_

**Permit Special Conditions:** *The following special requirements are made a part of this permit. All conditions are subject to change by the Town of Grand Lake if conditions encountered in the field are different than those conditions used in establishing these requirements:*

Approval Signature: \_\_\_\_\_, Planning Department

Approval Signature: \_\_\_\_\_, Public Works Director

Permit Approval Date: \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_