



**RESIDENTIAL GRADING PERMITS
FOR EXCAVATIONS AND FILL**

PLEASE PRINT

Owner' Name: _____ Project Number: _____

Owner's Signature: _____ Date: _____

Project Address: _____

Total Cubic Yards Graded: _____

(NOTE: Engineered plans required when greater than 5000 cubic yards)

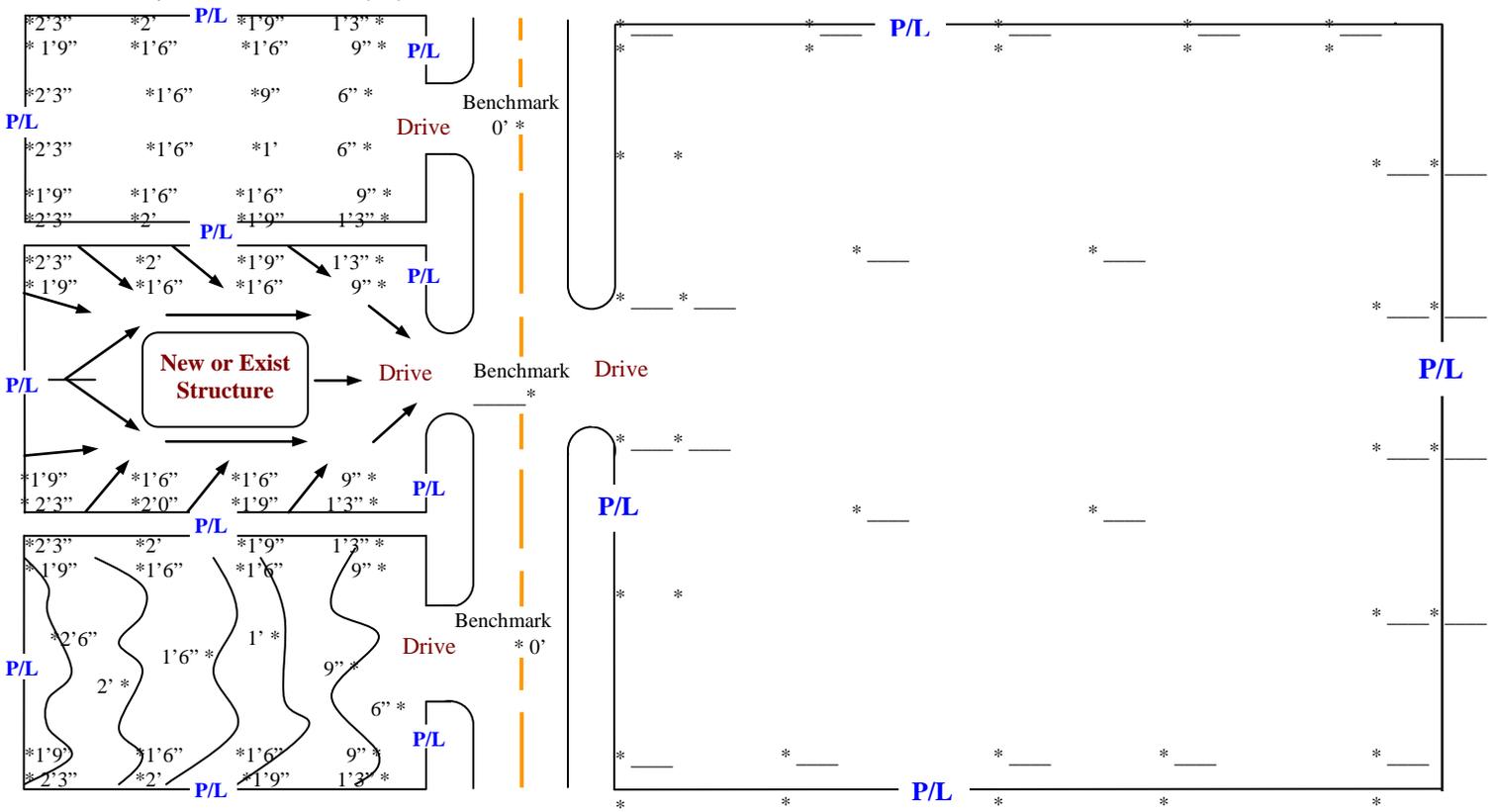
When a fill or excavation permit is required, two sets of drawings must be provided that will clearly show the proposed scope of work and include the existing site elevations and the proposed site elevations. The plans are required to include the following information:

1. Vicinity Map	A general vicinity map of the site in question should be included.
2. Existing and Proposed Topography	Site plans identifying elevations, and limiting dimensions and depth of cut and fill, including elevations within 1 foot of adjacent property at the property line.
3. Buildings in Area and Adjacent to Area	Location of any building or structures where work is to be performed and the location of any building or structures within 15 foot of the proposed grading.
4. Storm Letter of Availability (If Required)	A letter of availability is required for new and/or relocated connections to the public storm system, or when the scope of work on any lot exceeding 15,000 sq. ft. includes new impervious cover.
5. Retaining Walls (If Required) (Plans must be designed by an engineer, sealed, signed & dated.)	A retaining wall is required at property lines with an elevation difference of 12 inches or more. All wood used in retaining wall construction is required to resist decay from contact with earth and water for 25 years minimum and be noted as such on the plans.

NOTES: * Provide the elevation of the ROW centerline as the "Benchmark"; show all other elevations relative to the "Benchmark."
* Site elevations should be provided starting at points on the perimeter property line every 15-20 ft for the entire perimeter of the property and 12 inches inside the property line every 15ft to 20ft, as-well-as at points in every direction 15-20 ft apart. Elevations are required.

Below are examples of drawing types for the site that may be used to show the proposed work.

* Enter the benchmark, & site elevations on the form below, sign, & date.



NOTE: (If different from owner)

Print Applicant Name: _____ Signature: _____