## Fill & Grade Construction Permit

**Public Works, Land Use, and Utility Work**

### Checklist for Fill & Grade Applications

1. Completed Fill & Grade application
2. Construction plans or standard details (4 sets)
3. Completed Bond Quantity Worksheet (applicable only for existing or future public facilities)
4. Check for total fees (Application, Insurance and Yardage)

### Property Information

- **Property Tax Account Number:** _________________________________  **Date Submitted** ______________________
- **Applicant:** ___________________________________________  **Phone**______________________________
- **Property Owner:** ______________________________________  **Phone**______________________________
- **Site Address:** __________________________________________
- **Contact Name:** ___________________________________________  **Phone**______________________________
- **Emergency Contact:** ________________________________  **Phone**______________________________
- **Contractor:** ____________________________________________  **Phone**______________________________
- **Contractor Address:** _____________________________________________________

### Description of work (attach drawings):

________________________________________________________________________________________________________

________________________________________________________________________________________________________

________________________________________________________________________________________________________

### Quantities

- **Amount of Fill** __________________________cubic yards
- **Amount of Cut** __________________________cubic yards

### Dates

- **Starting Date**_________________________  **Termination Date**______________________

### Fees

- **Application Fee:** $25 up to 30 cubic yards  $50 if over 30 cubic yards  □  **Date:**____________________
- **Yardage Fee (larger of Cut or Fill):** ________Cubic Yards * $0.33/cubic yard = $__________________
- **Issuance Fee:** $25 up to 30 cubic yards  $50 if over 30 cubic yards  □  **Date:**____________________

**Total Fee = App + Issuance + Yardage = __________________________ (Does not include review fees, if applicable.)**

**Permit Issuance Date:**_____________________________________

Permit is valid for 6 months from the date of issuance. A new permit and fees will be required if work is not completed within this time frame.

**FEES ARE NOT TRANSFERABLE**
THE FOLLOWING ARE EXEMPT FROM THE REQUIREMENTS OF FILL & GRADE PERMITS

- All Work within City Right-of-Way – Right-of-Way permit is required
- Total Fill & Grade Activities below the following thresholds:

<table>
<thead>
<tr>
<th>Lot Size (Square Feet)</th>
<th>Total Cubic Yards</th>
<th>Sq ft of new Impervious Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 5000</td>
<td>10</td>
<td>400</td>
</tr>
<tr>
<td>5000 – 7199</td>
<td>20</td>
<td>600</td>
</tr>
<tr>
<td>7200 – 9599</td>
<td>30</td>
<td>900</td>
</tr>
<tr>
<td>9600 – 2 acres</td>
<td>50</td>
<td>1500</td>
</tr>
<tr>
<td>&gt; 2 acres</td>
<td>100</td>
<td>2000</td>
</tr>
</tbody>
</table>

Note: Fill & grade activities are subject to the State Environmental Protection Act (SEPA). Stormwater runoff from new impervious area, regardless of size, must be controlled to prevent impacts to adjacent properties.

Other Requirements
1. The applicant shall secure all other necessary or required permits, licenses, or legal approvals before starting work.
2. The permittee is responsible for all site safety during the course of construction.
3. The permittee shall utilize appropriate erosion control measures to prevent migration of sediment off of the site, or into streams or other waterbodies.
4. The City must be notified of the work a minimum of 24 hours notice (one full working day) in advance of the construction.
5. The City may require a preconstruction meeting depending upon the scope of the project.
6. The applicant agrees to pay all plan review and inspection fees.
7. By signing this document you agree that you have read and understand all provisions as provided.

PROPERTY OWNER ☐ AGENT ☐

SIGNATURE: ________________________________ DATE: ________________________________

In signing this application, the landowners(s) or his agent hereby grants the City of Granite Falls, or its designated representative the right to enter the above described location to inspect the proposed, in progress, or completed work.