



Engineering Permit # _____

N.O.I. # _____

Applicant / Owner	
Phone #	
Email	
Mailing Address	
City	Zip

Contractor	
Phone #	
Email	
Mailing Address	
City	Zip

Project Address _____

Parcel # _____

- * Grading permits are valid for a period of 180 days from the date received. Grading permits are not valid for work in the County right-of-way.
- * Excavation, Grading and placement of fill ("Grading") (Refer to Ordinance 315-C for Requirements and Specifications)
- * All work under this permit requires a 48-hour notice prior to work.
- * All restoration and a final inspection must be requested prior to expiration of permit, unless extended in writing by the Summit County Engineer.

GRADING PERMIT FEES

- \$250 per Regular Grading Application \$ _____
- *Regular Grading (less than 5000 Cu. Yd.)
- \$450 per Engineered Grading Application \$ _____
- *Engineered Grading (more than 5000 Cu. Yd.)

ECP FEE

- \$100 Sites < 1 Acre \$ _____
- \$200 Sites > 1 Acre \$ _____
- \$20 per Additional Acre \$ _____

MS4 FEE

- \$150 Sites > 1 Acre SWPPP Review Fee \$ _____
- \$70 Sites < 1 Acre SWPPP Review Fee \$ _____
- (if part of a common plan of development)
- \$150 High Priority Review Fee \$ _____
- Inspections:
- Sites < 1 Acre \$60 Mo. Duration _____ \$ _____
- Sites > 1 Acre \$75 Mo.
- High Priority \$175 Mo.
- Long Term Stormwater Management Plan (5-year inspections)
- \$400 Sites > 1 Acre, part of current LTSWMP \$ _____
- \$600 Sites > 1 Acre, NOT part of current LTSWMP \$ _____
- \$300 Sites < 1 Acre, part of current LTSWMP \$ _____

WEED CONTROL PLAN FEE

- \$250 per Plan (includes one plan review and four required inspections) \$ _____
- \$50 per re-inspection fee

BOND REQUIREMENTS

- Completion Bond (120% of Estimated Cost) \$ _____
- SWP3 & ECP Bond (120% of Estimated Cost) \$ _____
- Sq. Ft. Disturbed _____
- Re-veg/stabilization \$.10 sq. ft.= \$ _____
- Silt Fence \$1.50 x _____ ft.= \$ _____
- Weed Bond \$300/Acre = \$ _____

TOTALS

- Permit Fee \$ _____
- *Grading, SWP3, ECP, MS4, & Weed*
- Completion Bond \$ _____
- ECP & SWP3 Bond \$ _____
- Weed Bond \$ _____
- Total Due** \$ _____
- Amount Paid** \$ _____
- Balance** \$ _____

Flood Zone: _____ A Floodplain Development Permit _____ X

By applying for this permit, I acknowledge that I have confirmed that I will be complying with all federal, state and local laws concerning this property and that any permit issued pursuant to my application does not grant to me the right to develop my property under any existing land use and zoning laws, nor does it supersede any federal, state or local law which prevent the grading activity for which I am applying, in the event a permit is issued erroneously. This permit is not a grant of easement or other similar interest. Applicant shall acquire easements from affected fee owners as required.

Applicant / Owner Signature: _____ **Date** _____

Engineering Approved By: _____ Date _____

Planning Approved By: _____ Date _____

Weed Dept. Approved By: _____ Date _____

**Notations and/or conditions of Approval:

Bond Money Posted	Date Released
Completion \$ _____	_____
ECP/SWP3 \$ _____	_____
Weed \$ _____	_____

Summit County Grading Permit Application Form

(For applicants requesting a grading permit who do not have an approved permit prior through the Building Division)

Name of Owner: _____
Phone Number: _____ Email: _____
Project Address/Location: _____
Parcel Serial #: _____

Are there any other permits applied for, associated with this grading permit application? Y or N

Project Description: _____

Reason for Request: _____

Is this project: commercial residential other (describe)? _____

Are there any wetlands? Y N Unknown?

Are there any streams, irrigation ditches? Please explain _____

Is there import of fill dirt Y or N? If yes, where is the material being imported from?

Is there export of dirt from this project Y or N? If yes, where is the material being taken?

Summit County Weed Department acknowledgment by: _____ Date: _____

I SUBMIT THAT I FULLY UNDERSTAND THAT APPROVAL FROM THE COMMUNITY DEVELOPMENT DEPARTMENT/WEED DEPARTMENT FOR A GRADING PERMIT IS NOT APPROVAL OF A BUILDING SITE LOCATION. I FURTHER UNDERSTAND THAT, UPON SUBMITTAL OF BUILDING PLANS TO THE BUILDING DIVISION, AN ALTERNATE ACCESS TO THE BUILDING SITE MAY HAVE TO BE CONSTRUCTED. FURTHERMORE, I UNDERSTAND THAT NATURAL GRADE (i.e. before any grading is done) IS USED TO CALCULATE BUILDING HEIGHT.

Dated this _____ of _____, 20 _____

Parcel Owner(s) signature: _____

Please Print Name: _____

SUMMIT COUNTY PUBLIC WORKS - ENGINEERING DIVISION
SUMMARY OF “GRADING” PERMIT APPLICATION
REQUIREMENTS

Complete Application

Complete Required Attachments

- Regular Grading (less than 5,000 cu. yd.)

- General Vicinity Map
- Site Drawing with Limiting Dimensions of “Grading” with Depths of Cut and Fill, Location of Property Lines, Location of Buildings or Structures within 15 feet of Work, and Location of all Drainage Features
- Erosion Control AND Re-vegetation Plan
- Letter from Home Owners Association indicating their concurrence with the plan submitted.
- A statement indicating fill material was placed on the lot shall be recorded in the Summit County Recorder’s Office to ensure that future lot owners are put on notice of this grading work.
- Post a Restoration and Re-vegetation Bond with Summit County in an amount estimated to remove all materials placed and to re-vegetate the site with native vegetation.
- The imported fill material shall be placed and graded on a regular basis to the lines shown on the submitted plan so that the site does not appear to be a stockpile area.
- Review work with Weed Control Supervisor and post Weed Control Bond.

- Engineered Grading (more than 5,000 cu. yd.)

- General Vicinity Map
- Site Drawing with Limiting Dimensions of “Grading” with Depths of Cut and Fill, Location of Property Lines, Location of Buildings or Structures within 15 feet of Work, And Location of all Drainage Features
- Erosion Control and Re-vegetation Plan
- Post a Restoration and Re-vegetation Bond with Summit County in an amount estimated to remove all materials placed and to re-vegetate the site with native vegetation.
- Soils Engineering (Geology) Report and Recommendations
- Review work with Weed Control Supervisor and post Weed Control Bond.

Review Fee

Completion and Re-vegetation Bond

Weed Control Bond

** For Detailed Submittal Requirements, See Ordinance [#315 C.](#)