

## **Grading Permit Application**

File Name:	For City Use Only
File Number:	 Date Stamp

A Grading Application shall include the following information, unless specifically waived by the Public Works Director. An application shall be considered incomplete if any of the required information is missing. This permit application is required for:

- Cuts greater than 2 feet;
- Cuts which create slopes greater than  $1\frac{1}{2}$  to 1;
- Fill quantities greater than 50 cubic yards (CY);
- Fills on slopes greater than 5 to 1;
- Fills deeper than 1 foot; or
- Fills that will obstruct an existing drainage course.

				For Staff Use ONLY	
REQUIRED ITEMS			Verified	Waived	
	1.	1. Public Works Application Cover Sheet.			
	2.	Quantity of Cut: CY			
	3.	Quantity of Fill:CY			
	4.	Two (2) complete sets of plans, including:			
		A. Name of the development;			
		B. Name, address and phone number of property owners;			
		C. Legal description(s) and parcel number(s);			
	D. Vicinity map, north arrow, and scale (1":100' maximum);				
	E. The datum and location of the City benchmark used;				
		F. Site dimensions;			
		G. Location and names of all adjacent public rights-of-way or tracts;			
		H. Location and recording number for all easements affecting the proposal;			
		I. Existing and proposed contours on site;			
		J. Locations and details for any proposed retaining structures;			
		K. Location of any sensitive areas on or adjacent to the site (LMC 17.10);			
		L. Locations of all trees in the area to be graded;			
		M. Existing or proposed water, stormwater, and sanitary sewer systems;			
		N. The location of any existing or proposed structures or improvements and the setbacks thereto; and			
		O. First floor elevations of all existing and proposed structures.			
	5.	A drainage plan showing how drainage patterns will be maintained, showing no impact on adjacent properties.			
	6.	An erosion control plan.			
	7.	All plans shall be prepared, wet-stamped and signed by a State-licensed engineer.			
	8.	SEPA Determination for grading in excess of 1,000 CY or adjacent to sensitive areas.			
	9.	A list of all other required permits and dates applied for.			
	10.	O. Application fee.			

**FEES** See LMC 3.104 or contact our office for current fee information.



## NOTES

- 1. The approval of a Grading Permit does not in any way replace, modify or waive any requirement for the compliance of the proposal with other applicable codes, standards, or regulations including, but not necessarily limited to, those of the Community Development, Fire or Public Works Departments. You are advised to contact these departments concerning such requirements.
- 2. Items with any typewritten information must be 10-point font or larger to ensure legibility of scanned documents.
- 3. An application may be amended only in writing.
- 4. Submittal of this application grants the appropriate city officials the right of entry to the project site during a reasonable hour and, upon proper identification, to the building, structure and/or premise, which is directly related to this application.
- 5. It is the responsibility of the owners, applicants and agents to become aware of the requirements of the Lynnwood Municipal Code.

It is the responsibility of the applicant to contact the Underground Location Center at 1-800-424-5555 (or dial 811) **48 hours prior** to starting work.

I/We certify that the information provided in this application, including all submittals and attachments, is true and correct to the best of my/our knowledge. This application does not constitute approval of permits and/or work to be performed. For specific fee information, see LMC 3.104 or check the fee schedule available online or at our office.

Signature of Applicant/Agent:	Date:		
Signature of Property Owner:	Date:		