



Permit Number
Date Submitted
Flood Zone ☐ Yes ☐ No
Fee
Receipt Number
Date Issued

Grade and Fill Permit Application

Project Name: _____

Project Location: _____ Parcel Number _____

Description of Project: _____

Owner
Name: _____
Address: _____
City: _____ Zip: _____
Phone: _____
E-mail: _____

Contractor
Name: _____ Company: _____
Address: _____
City: _____ Zip: _____
Phone: _____ Fax: _____
Contractor I.D. No.: _____
E-mail: _____

Architect/Engineer
Name: _____ Company: _____
Address: _____
City: _____ Zip: _____
Phone: _____ Fax: _____
License No.: _____
E-mail: _____

Contact
Name: _____ Company: _____
Address: _____
City: _____ Zip: _____
Phone: _____ Fax: _____
E-mail: _____

Grade and Fill
Earthwork Volume: Cut _____ / Fill _____ Total cubic yards _____
Total area of site disturbance: _____ sq ft or _____ Acres
Total Area of New or Replaced Hard Surface: _____ sq ft or _____ Acres

Total Cost Estimate: \$
Plat _____ Short Plat _____ Other: _____

Plans Include: (Check all that apply)
Grading Plans _____ TESC (Erosion Control) _____
Storm Drainage _____ Delineation of Critical Area _____
Critical Area Mitigation Plans _____ Soils _____ SEPA _____
Traffic Control Plans (req'd if work in row or lane closure) _____
Other _____ GeoTech Report _____

I certify that I have read this application and declare under penalty of perjury that the information contained herein is correct and complete. I am either the owner of the property described or I represent the owner or contractor as signified above and am acting with the owner/contractor's full knowledge and consent.

Name (please print) _____ Signature _____ Date _____

Instructions and Checklist for Grade and Fill Permit Applications

IN ORDER TO REVIEW AN APPLICATION FOR A GRADE AND FILL PERMIT, THE CITY OF EPHRATA REQUIRES THE FOLLOWING INFORMATION WHEN APPLICABLE:

GRADE AND FILL:

☐ Completed Application Form

☐ Grading Plan (2 sets)

- ☐ Plans maybe required to be stamped by a licensed Civil Engineer.
- ☐ Vicinity map:
Map must show the subject site and any adjacent properties and streets
- ☐ Legal description
- ☐ Tax parcel number
- ☐ Name, address and phone number of the person who prepared the plans

☐ Technical Reports (2 sets), which can include:

- ☐ Storm Drainage
- ☐ Soils engineering reports
- ☐ Geotechnical Report
- ☐ SEPA or Environmental Report

☐ Engineering Cost Estimate (1 copy)

- ☐ Total Improvement Cost as determined by Engineer's Cost Estimate Summary. Cost shall be based on a construction cost estimate prepared by a licensed contractor, professional engineer or architect.

☐ Construction Cost Estimate (1 Copy)

- ☐ Cost estimate prepared by contractor if Engineering is not required. (Contractors Bid Estimate)

☐ Completed Notice of Intent (application)

- ☐ For coverage under the WA Dept. of Ecology's NPDES Construction Permit. (if 1 or more acres of disturbance).

☐ Storm water Pollution Prevention Plan (SwPPP) (if over 1 acre disturbed) (2 sets)

☐ Copy of approved SEPA DNS/MDNS decision, as applicable

☐ Tree Plans (2 sets)

Temporary Erosion and Sedimentation Control (TESC) Plans (2 sets)

☐ Traffic Control Plans (if applicable) (2 sets)

- ☐ The Traffic Control Plans (TCP) showing how