



GRADE AND FILL PERMIT APPLICATION

Regular Grade and Fill

Simple Grade and Fill

Project Name:

Site Address:

Parcel #:

Description of Project:

| | |
|--------------|------|
| Owner | |
| Name: | |
| Address: | |
| City: | Zip: |
| Phone: | |
| Email: | |

| | |
|---|------|
| Contact (if different from owner/consultant) | |
| Name: | |
| Address: | |
| City: | Zip: |
| Phone: | |
| Email: | |

| | |
|-------------------|------|
| Contractor | |
| Name: | |
| Address: | |
| City: | Zip: |
| Phone: | |
| Email: | |

| | | |
|--|--------------------------------|--------|
| Grade and Fill | | |
| Earthwork Volume: | | |
| Cut | / Fill Total cubic yards: | |
| Total area of site disturbance: | | |
| sq ft or | Acres | |
| <i>(if more than 1 acre, SWPPP & NPDES permit req'd)</i> | | |
| Total Area of New or Replaced Hard Surface: | | |
| sq ft or | Acres | |
| Plat | Short Plat | Other: |

| | |
|---------------------------|------|
| Architect/Engineer | |
| Name: | |
| Address: | |
| City: | Zip: |
| Phone: | |
| Email: | |

| | |
|--|------------------------------|
| Plans Include (check all that apply) | |
| Grading Plans | TESC (erosion control) |
| Storm Drainage | Delineation of Critical Area |
| Critical Area Mitigation Plans | |
| Traffic Control Plans (req'd if work in ROW or lane closure) | |
| Other | |

I certify, by checking this box and printing my name below, that the information submitted in this application packet is true and accurate. Determination of information to be in error could result in revocation of permit. I understand that this application is not deemed filed until fees are paid.

Date:

Printed Name of Property Owner, Owner's Authorized Agent, OR Contractor

Instructions and Checklist for Grade and Fill Permit Applications

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

REGULAR GRADE AND FILL – submit everything electronically to permits@wallawallawa.gov

Completed Application Form

Grading Plan

- Plans must be stamped by a licensed Civil Engineer.
- Engineering Plan Standards are available at www.wallawallawa.gov under Engineering

Technical Reports, which can include:

- Storm Drainage Report per City of Walla Walla Stormwater Manual
- Soils Engineering Report
- Geotechnical Report

Critical Areas Report (if applicable)

- Plans and Reports prepared per WWMC Chapter 21.04

Tree Plans

- Plans per WWMC 20.106.120 Preservation of Trees

Temporary Erosion and Sedimentation Control (TESC) Plans

Traffic Control Plans (if applicable)

- The Traffic Control Plans (TCP) showing how traffic will move safely through the construction area within the public right-of-way per MUTCD.

Completed Notice of Intent (application)

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

Stormwater Pollution Prevention Plan (SwPPP) (if over 1 acre disturbed)

Copy of approved SEPA DNS/MDNS decision or environmental checklist if SEPA required, as applicable

SIMPLE GRADE AND FILL* - Submit everything electronically to permits@wallawallawa.gov

Completed Application Form

Grading Site Plan – which must include:

- 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. Engineering Plan Standards are available at www.wallawallawa.gov under Engineering

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**Grading for a single property that is in an isolated, self-contained area with no impact to public right-of-way or critical areas. Project must be less than 100cy, clearing less than 3/4 acre, and not need SEPA*