



# Grading & Erosion Control Permit Application

## City of Astoria – Engineering Division

1095 Duane Street, Astoria, OR 97103

Phone: (503) 338-5173 Fax: (503) 338-6538

Web: [www.astoria.or.us](http://www.astoria.or.us)

Permit Number: \_\_\_\_\_

Application Date: \_\_\_\_\_

Amount Received: \_\_\_\_\_

*Please refer to City of Astoria Current Fee Schedule*

PROJECT INFORMATION AND LOCATION	
Project location/address:	
Project name:	
Subdivision:	Lot no.:
Tax map/taxlot no.:	
DESCRIPTION OF WORK & INTENDED USE	
Existing use:	
Intended use:	
Description of work:	
PROPERTY OWNER	
Name:	
Address:	
City/State/ZIP:	
Phone:	Email:
APPLICANT	
Same as above	
Business name:	
Contact name:	
Address:	
City/State/ZIP:	
Phone:	Email:
ENGINEER	
Not Applicable	
Name:	PE Lic#:
Address:	
City/State/ZIP:	
Phone:	Email:
CONTRACTOR	
Not Applicable	
Name:	CCB Lic#:
Address:	
City/State/ZIP:	
Phone:	Email:
<b>Authorized Signature:</b>	
<b>Date:</b>	
<p><b>PLEASE NOTE:</b> If the permit is not signed by the property owner, provide verification that the applicant is an authorized representative.</p>	

GRADING	
Excavation Total Volume:	Cu. Yds.
Excavation Max. Depth:	Ft.
Fill Total Volume:	Cu. Yds.
Fill Max. Depth:	Ft.
Total Disturbed Area:	Sq. Ft.
<p>This permit grants no rights to trespass on adjacent property and in no way relieves the owner of the property from liability for any damages caused by acts relative to this permit. Any materials deposited on City streets or walks shall be promptly removed.</p> <p>Issuance of this permit does not imply City approval of the site plan.</p> <p>Authorization of a permit shall be void after 180 days unless substantial construction or use pursuant thereto has taken place.</p>	
STAFF USE ONLY	
Land Use Zone:	
Geologic Zone:	
Flood Zone:	
Engineering Division Conditions:	
Signature	Date
Building Division Conditions:	
Signature	Date
Community Development Conditions:	
Signature	Date

**All erosion control measures must be installed and approved prior to any site work. Call the City of Astoria Engineering Office at 503-338-5173 to schedule an inspection.**

**INFORMATION REQUIRED:**

**Site Plan and Cross Sections** - *Drawn to an appropriate scale with sufficient dimensions showing:*

- Property line locations, roads, areas where clearing, grading, excavating, stripping, or filling is to occur
- Area where existing vegetative cover will be retained
- Location of any springs, streams or wetland areas on or immediately adjacent to the property
- General direction of slopes with slope arrows showing direction of water flow on existing slopes & graded slopes
- Construction access
- Location of the proposed development
- Location of soil stock piles
- Depth of Cuts and Fills
- Finished Slope Grades
- Location of existing and proposed structures
- Location of existing and proposed parking, access and egress
- Location and square footage of landscaped areas

**Sediment and Erosion Control Plan** - *The City shall require that the sedimentation and erosion control plan be prepared by a Registered Professional Engineer where the disturbed area is greater than 20,000 square feet or the disturbed area has an average slope of 35% or greater. Type and location of proposed erosion/ sedimentation control measures:*

- Short term
- Post construction

**Storm Water Management Methods** - *Type and location of proposed stormwater management.*

- From roofs, parking and other impervious surfaces
- Storm water calculations prepared by a Registered Professional Engineer may be required by the City Engineer as part of the permit application
- Ground and surface water diversion plan if needed. If property construction will result in alterations of natural hydrology such that damage to neighboring properties will occur, the City shall require that any known ground or surface water be diverted to an alternate natural path or to a man-made system to prevent any damage to other properties that may be affected by the water.

**Slope Stability Plan in Steep Areas** - *The City shall require a grading plan prepared by a Registered Professional Engineer and/or Registered Engineering Geologist where the disturbed area has an average slope of 35% or greater, the disturbed area is located in known geologic hazard area, or is part of a partition or subdivision. Such grading plan shall, at a minimum, include the following additional information:*

- Existing and proposed contours of the property at two foot contour intervals
- Location of existing structures and buildings, including those within 25 feet of the development site on adjacent property
- Design details for proposed retaining walls
- Direction of drainage flow and detailed plans and locations of all surface and subsurface drainage devices to be constructed
- Methods for ensuring slope stability during and after construction

**UTILITIES - Owner and/or contractor shall take care to avoid damage to subsurface and above ground utilities and shall be responsible for repairs to utilities damaged by their actions.**

Erosion Control Inspected By: \_\_\_\_\_

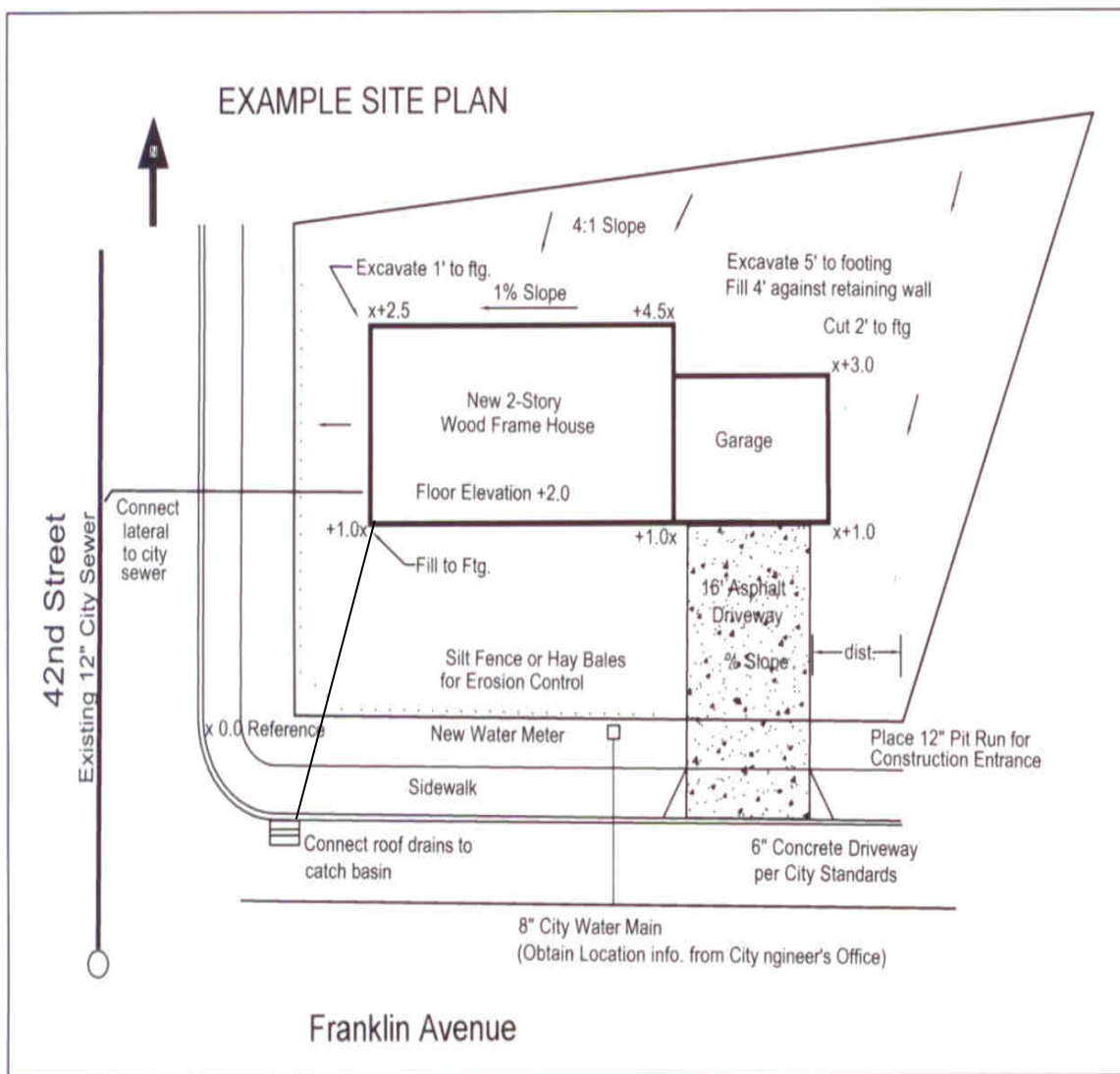
Date: \_\_\_\_\_

Final Grading Inspected By \_\_\_\_\_

Date: \_\_\_\_\_

## SITE PLAN MUST SHOW:

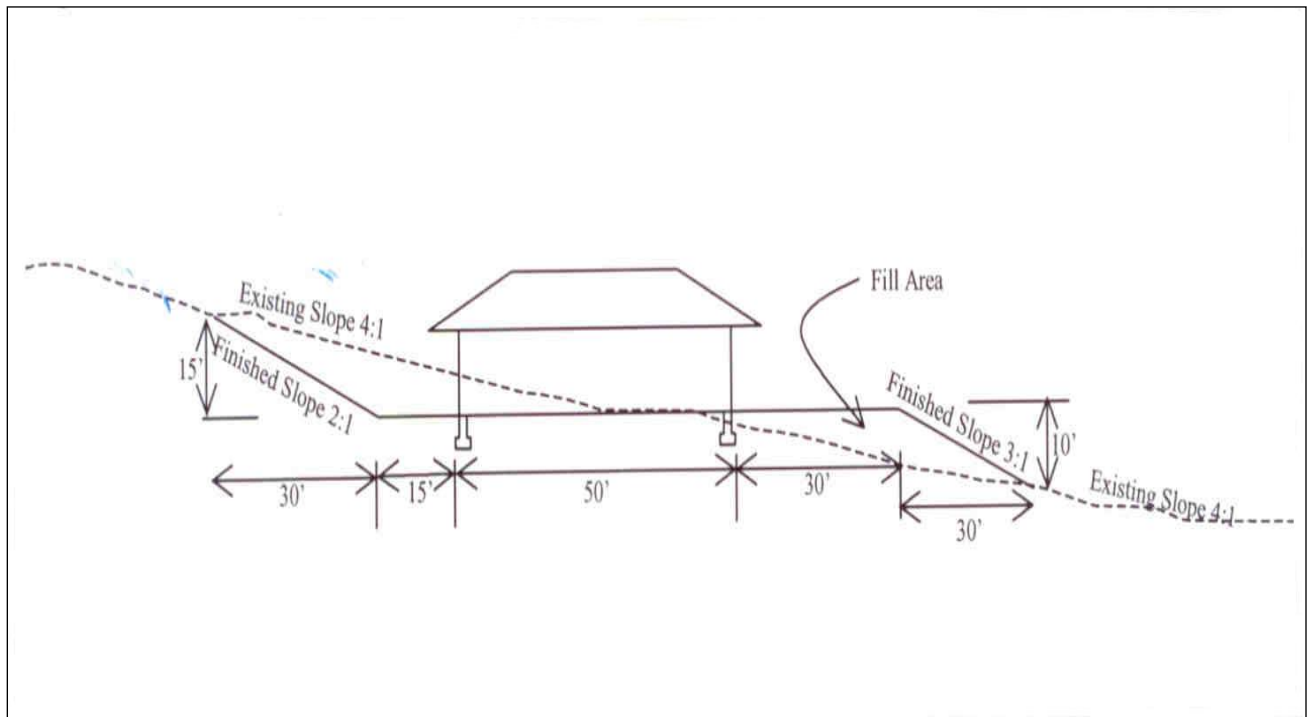
- Lot dimensions and property lines.
- Directional arrow indicating north.
- Any existing or proposed roads or driveways.
- All proposed and existing structures and their distances to each other, to property lines, to the centerline of the road and to ascending and descending slopes.
- Location of City water and sewer mains
- Proposed water meter location and sanitary sewer connection point to City's system.
- Location of roof, footing and other storm drains and connection point to City's system.
- Location and dimensions of any excavation or grading.
- Location and type of erosion control measures to be installed to ensure sediment laden run off does not leave the site.



**CROSS SECTION MUST SHOW:**

- The location of the proposed buildings.
- The height of all descending and ascending slopes.
- The depth of all fills and the height of all cuts.
- The setbacks from the building location to the descending slope.
- The setbacks from the building to the ascending slope.
- Provide details for slopes extending at least 20 feet beyond the scope of the work in all directions.
- Label and provide a grade for the existing slope.
- Label and provide a grade for the finished slope.

Example cross section:



**GRADING AND EROSION CONTROL PERMIT FEES**

**AREA TO BE GRADED:**

Ground disturbance of less than 1 acre	<b>\$110.00</b>
Ground disturbance of greater than 1 acre	<b>\$275.00</b>
Permit Extension	<b>\$30.00</b>
Geotechnical/Geological Review	<b>Actual Cost</b>

***Fees double for permit issued after work has started or been completed.***