

# GRADING / STOCKPILING



PO Box 1995 \* Vancouver, WA 98668-1995 \* www.cityofvancouver.us \* Phone: (360) 487-7802 Fax: (360) 487-7808

*Please review the submittal requirements. Incomplete applications will not be accepted.*

**Applicant:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

**Contractor:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**Contact E-mail Address:** \_\_\_\_\_

**Property Address:** *(tax assessor serial number or nearest intersection if no address)* \_\_\_\_\_

**Excavation/Grading is:** Stand Alone  Related to a Project  **Project Name:** \_\_\_\_\_

**Will any trees be removed or are there any trees located within the grading area?**  Yes  No

**Indicate the type of excavation and/or grading activity** (mark all that apply):

**Cut**  Total Amount of Cut: \_\_\_\_\_ cy. Will cut be exported? If so, where? \_\_\_\_\_

**Fill**  Total Amount of Fill: \_\_\_\_\_ cy. **Amount of Land Disturbance:** \_\_\_\_\_ acres

**Grading Permit For:** **Parking Lot**  **Driveway**  **Retaining Wall**

**Stockpiling**  Length of time material will be stockpiled: \_\_\_\_\_ *(Additional Grading Permit will be needed to remove stockpiled material and place it elsewhere.)*

**Other**  please explain: \_\_\_\_\_

*I/we understand that per VMC 20.210.090 (Review for Counter Complete Status), if it is determined that the application is not complete, the City shall immediately reject and return the application and identify in writing what is needed to make the application counter complete. It is the responsibility of the applicant/owner to comply with all private conditions, covenants and restrictions (CC&R's) associated with this property.*

*I/we agree that City of Vancouver staff may enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

## GRADING PERMITS

### GENERAL INFORMATION AND FREQUENTLY ASKED QUESTIONS

#### ✓ What requires a Grading Permit?

Grading permits are required for nearly all projects that include the disturbing or moving of more than 10 cubic yards of earth or vegetation.

Other examples of projects that require a grading permit are:

- Stand alone grading (cut and fill) not associated with any structure.
- Grading work requested prior to obtaining building permit approval.
- Grading associated with non-building or structure such as parking lots, retaining walls, resurfacing of sport tracks, etc.
- Stockpiling

#### ✓ What type of Grading Permit is needed?

There are two (2) levels of Grading Permits: **Minor** and **Major**.

The specifics are as follows:

A **MINOR** Grading Permit would include:

- Grading cuts, fills and/or stockpiling with volumes less than 500 cubic yards.
- Projects that do not require a SEPA.
- Projects that are not subject to the Critical Areas Ordinance.

A **MAJOR** Grading Permit would include:

- Grading cuts, fills and/or stockpiling with volumes greater than 500 cubic yards.
- SEPA required. (*All grading activities greater than 500 cubic yards in volume require a SEPA*)
- Critical Areas Permit required. (Grading activity that is within or adjacent to steep or unstable slopes, wetlands, creeks or other Critical Areas, regardless of the grading volumes involved.)

#### ✓ What types of projects do NOT require a Grading Permit?

- Excavation for pads/footings of commercial, multi-family and single-family projects that do not exceed the approved footprint area and/or does not involve structural fill.
- Decorative ponds (less than 10 c.y. and a depth of less than 12".)

#### ✓ When is a Construction Stormwater General Permit (NPDES) and Stormwater Pollution Prevention Plan (SWPPP) required?

- A permit is required for all soils disturbing activities (including grading, stump removal, demolition) where one or more acres will be disturbed, and stormwater will be discharged to a receiving water directly (e.g. wetlands, creeks, unnamed creeks, river, marine waters, ditches, estuaries) or to storm drains that discharge to a receiving water

*\*\*\*Any site that is an acre or larger may require additional review, plans, etc.*



## SUBMIT TO:

Community Development  
415 W. 6th ST  
Vancouver, WA 98660

## GRADING / STOCKPILING

*The following information is required to be submitted with Grading applications.*

- Minor Grading:** *(one or more of the following criteria apply)*
- Grading cuts, fills and/or stockpiling with volumes less than 500 cubic yards
  - Projects that do not require a SEPA, (State Environmental Policy Act)
  - Projects that are not subject to the Critical Areas Ordinance  
*(Critical Areas include, but are not limited to, steep and unstable slopes, wetlands, creeks and seismic zones.)*
- MINOR GRADING SUBMITTAL REQUIREMENTS**
- Any fees associated with the application
- Completed and signed application.
- Five **(5)** complete sets of legible grading plans and details including:
- a. Folded and collated plans, no smaller than 11" x 17", and drawn to scale of 1" = 20' to 1" = 50'.
  - b. City of Vancouver grading approval block or stamp
  - c. Property owner and drawn by information
  - d. Fully indicate the extent of the work proposed
  - e. Cut and fill proposed (in cubic yards)
  - f. Erosion control plan (including standard erosion statement or standard erosion detail)
  - g. Existing conditions plan
  - h. Existing and proposed contours of subject property and adjacent sites (2' intervals)
  - i. Show in detail that the work will conform to all applicable standards and regulations per IBC
- Vicinity map that clearly shows the site and adjacent properties and streets
- Tax parcel number
- Site Plan (5 copies)
- Tree Plan (5 copies)
- A copy of the NPDES and SWPPP shall be submitted prior to plan approval (if required)
- Additional information and/or plans may be required upon review

- Major Grading:** *(one or more of the following criteria apply)*
- Grading cuts, fills and/or stockpiling with volumes in excess of 500 cubic yards.
  - SEPA, (State Environmental Policy Act), required *(All grading activities greater than 500 cubic yards in volume require a SEPA)*
  - Critical Area Ordinance permit required *(Critical Areas include, but are not limited to, steep and unstable slopes, wetlands, creeks and seismic zones.)*

### **MAJOR GRADING SUBMITTAL REQUIREMENTS**

- Any fees associated with the application
- Completed and signed application.
- Five **(5)** complete sets of legible grading plans and details including:
- a. Folded and collated plans, no smaller than 24" x 36", and drawn to scale of 1" = 20' to 1" = 50'.
  - b. City of Vancouver grading approval block
  - c. Fully indicate the extent of the work proposed
  - d. Cut and fill proposed (in cubic yards)
  - e. Erosion control plan (including standard erosion statement or standard erosion detail)
  - f. Existing conditions plan
  - g. Existing and proposed contours of subject property and adjacent sites (cut and fill cross sections, and lifts or layering if applicable)
  - h. Existing and proposed drainage
  - i. Sensitive area delineation
  - j. Setbacks from top and toe of slopes (if applicable)
  - k. Show in detail that the work will conform to all applicable standards and regulations per IBC
  - l. Stamped by Washington registered engineer (if proposed work is stockpiling ONLY, and the stockpiled dirt will not be used for surcharge or structural fill, then a Washington registered engineer stamp may not be required.)
- Soils (geotechnical) report (4 copies)
- a. Liquefaction study (if applicable)
- Vicinity map that clearly shows the site and adjacent properties and streets
- Tax parcel number
- Site Plan (5 copies)
- Tree Plan (5 copies)
- SEPA (if required)
- A copy of the NPDES and SWPPP shall be submitted prior to plan approval (if required)
- Additional information and/or plans may be required upon review