



**GRADING  
Permit Application**

Date \_\_\_\_\_

Site Address: \_\_\_\_\_ Unit No. \_\_\_\_\_

Legal Description: \_\_\_\_\_

Applicant is:  Owner  Contractor, Architect, Engineer, etc.

<b>PROPERTY OWNER</b>	Name _____
	Address _____
	City _____ State ____ Zip _____
	Phone _____

<b>CONTRACTOR</b>	Name _____
	Address _____
	City _____ State ____ Zip _____
	Phone _____

<b>ARCHITECT/ENGINEER</b>	Name _____
	Address _____
	City _____ State ____ Zip _____
	Phone _____

**TYPE OF PERMIT**  Residential  Commercial

Number of Cubic Yards \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

Estimated acreage of disturbed area \_\_\_\_\_

Description of Work \_\_\_\_\_

**PLEASE COMPLETE OTHER SIDE**

I hereby apply for a grading permit and I acknowledge that the information provided herein is complete and accurate; that the work will be in conformance with the ordinances and codes of the City of Baxter and with the MN Building Codes; that I understand this is not a permit but only an application for a permit and work is not to start without a permit; that the work will be in accordance with the approved plan in the case of all work which requires review and approval of plans.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

***PLEASE DO NOT WRITE BELOW THIS LINE***

Conditions of Issuance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Fees Collected? \_\_\_ Yes \_\_\_ No

Amount \$ \_\_\_\_\_

Permit Approved by \_\_\_\_\_ Date \_\_\_\_\_

City Engineer

## GRADING PERMIT APPLICATION

A SITE MAP AND GRADING PLAN ARE REQUIRED TO BE SUBMITTED WITH THE FOLLOWING INFORMATION:

1. Existing and proposed topography of the site taken at a contour interval sufficiently detailed to define the topography over the entire site. Ninety percent of the contours shall be accurate within one-half contour interval of the true location.
2. Contour lines that extend a minimum of 100 feet off the site, or sufficient to show on- and off-site drainage.
3. The site's property lines shown in true location with respect to the plan's topographic information.
4. Location and graphic representation of all of all existing and proposed natural and manmade drainage facilities.
5. Detailed plans of all surface and subsurface drainage devices, walls, cribbing, dams and other protective devices to be constructed with or as a part of the proposed work, together with a map showing the drainage area and the estimated runoff of the area served by any drain.
6. Location and graphic representation of proposed excavations and fills, of on-site storage of soil and other earth material, and of on-site disposal.
7. Location of proposed final surface runoff and erosion and sediment control measures.
8. Quantity of soil or earth material in cubic yards to be excavated, filled, stored or otherwise utilized on-site.
9. Outline of the methods to be used in clearing vegetation, and in storing and disposing of the cleared vegetative matter.
10. Proposed sequence and schedule of excavation, filling and other land disturbing and filling activities, and soil or earth material storage and disposal.
11. Location of any buildings or structures on the property where the work is to be performed and the location of any buildings or structures on land of adjacent owners which are within 15 feet of the property or which may be affected by the proposed grading operations.
12. One complete copy of the NPDES (National Pollutant Discharge Elimination System) Permit.
13. One complete copy of SWPPP (Storm Water Pollution Prevention Plan).