



Official Use Only – Do not write in this area.

Permit is NOT valid unless this has been completed.

Permit #: _____

Work Order #: _____

Expiration Date: _____

Grading and Excavation Permit Application

City of Independence Municipal Services - Engineering
111 E. Maple Ave., Independence, MO 64050 (816) 325-7617

- Short-term Residential
 Long-term Residential

(Allow a minimum of three (3) business days for processing after ALL information has been received.)

Short-term Residential: This applies to sites that grading does NOT exceed 1,000 cubic yards. This permit shall expire six (6) months from the date of acceptance.

Long-term Residential: This applies to sites that grading is more than 1,000 cubic yards but does NOT exceed 5,000 cubic yards. This permit shall expire twelve (12) months from the date of acceptance.

Section 1A: Information

Contractor Name _____	Date Plans Received _____
	List what is included in plans.
Contractor Address _____	Approx. Start _____

Business License # _____	Contractor E-mail _____
Name (Property Owner) _____	Contractor Phone _____
Disturbed Area (acres) _____	Cell Phone (Field Supervisor) _____
Volume of Earthwork (cubic yards) _____	Name (Field Supervisor) _____

Section 1B: Information

DNR Permit # _____	*Job Address _____
DNR Permit # required if over one (1) acre of ground disturbed.	
**Permit # _____	*Job Address _____
**Required if site is in Independence	*Job address should list both cut and fill locations of work.

Description of Work _____

Section 2: Grading Construction

Class of Work: Cut Volume _____ cubic yards Fill Volume _____ cubic yards

<u>Fee Item – (Completed by City Staff)</u>		<u>Fee</u>
Grading Plan Review		= \$ _____
Grading		= \$ _____
Erosion Control Fee	_____ acres X _____	= \$ _____
Post-Construction Permit Fee (fee not obtained in advance)	2X Fee	= \$ _____
	Total	= \$ _____

Section 3: Permit Verification

Is any part of this property located in a floodplain? Yes No

Is there a stream setback located on this property? Yes No

If either of the above answers are **Yes**, other permitting and fees may apply.

Section 4: Notice to Applicant

It is Missouri state law to require utility locates for any underground excavation. You can achieve this by going to www.mocall.com or call 1-800-344-7483. You can also contact Integrity for these locates.

Missouri One Call Ticket # _____

Missouri One Call does not mark City of Independence underground traffic signal equipment. Contact Independence Power & Light Dispatch at (816) 325-7574 before working in any intersection.

Your signature is required to validate this form. Upon signing you assume all responsibilities and authorizations established by the City Code for the work authorized therein. **Read Inspection Requirements and General Construction Standards and sign below.**

FAILURE TO ADHERE TO PLANS SUBMITTED OR COMPLY WITH THE REQUIREMENTS DESCRIBED IN THIS PERMIT AND ALL APPLICABLE CODES AND REGULATIONS MAY RESULT IN THE ISSUANCE OF A STOP WORK ORDER AND/OR THE REVOCATION OF THE PERMIT. Permits are non-transferable.

Property Owner Signature _____ Date _____
(Written permission from the owner shall be required for the excavation and/or grading.)

Applicant Signature _____ Date _____

Applicant Name _____

INSPECTION REQUIRED: Inspections are required for all permits with excavation, fill, or any additional grading. **Additionally, call (816) 325-7617 to request an inspection which is required by Municipal Services - Engineering. A 24-hour lead time is required for all inspections.** You may need to call and leave a message with the location of the necessary inspection and permit number and wait for a response.

General Information: The construction work shall match the grading site approved plan. If the construction varies from the original approved plans, the contractor/owner shall be responsible for submitting updated plans

for approval showing these changes. The updated plans shall be submitted for review prior to calling for the final inspection.

Official Use Only Below This Line

This permit expires on _____

Plans Approved By _____ Date _____

Authorizing Official _____ Date _____
Name and Title

GENERAL STANDARDS

For more detailed information see The City of Independence Public Works Manual (Chapter 20)

1. Contractors and subcontractors are responsible for obtaining a Business License prior to performing work.
2. A Grading Plan showing existing contours and drainage, and proposed finish contours or elevations is required with all applications and shall be performed in accordance with an approved Grading Plan.
3. Commercial applications must submit a Storm Water Pollution Prevention Plan (SWPPP).
4. Erosion control measures shall remain in place until 80% ground cover is achieved.
5. The contractor shall be required to repair all areas disturbed during work activities to equal or greater condition.
6. All previously disturbed areas that will remain undisturbed for fourteen (14) days or longer must be seeded within fourteen (14) days.
7. Pollutants such as chemicals, fuels, lubricants, bitumen, raw sewage, or other harmful material shall not be discharged from the project.
8. Fill material shall not include organic, frozen or other deleterious materials. No rock or similar irreducible material greater than twelve inches (12”) in any dimension shall be included in fills.
9. Toe of slope on any grading has a minimum five foot (5’) setback from the property line.
10. If there is floodplain involvement, other permits and fees shall apply.
11. Allow three (3) days to perform the final inspection after the call has been placed.

Grading and Excavation Application Checklist

Required on All Permit Applications

- | | | |
|------------------------------------|------------------------------|-----------------------------|
| 1. Business License Number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Missouri One Call Ticket Number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Grading Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Other Possible Requirements

- | | | |
|--|------------------------------|-----------------------------|
| 1. DNR Permit Number (over one (1) acre) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Contact Information of Field Supervisor | <input type="checkbox"/> Yes | <input type="checkbox"/> No |