

Official Use Only – Do not write in this area
 Permit is NOT valid until this area has been completed.
 Permit # _____
 Work Order # _____
 Expiration date _____



Grading and Excavation Permit Application
 City of Independence Public Works Department
 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 _____
 Contractor Address _____ List what is included in plans.
 _____ 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 _____

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 |