



Grading permit expires within 60 days of issuance unless substantial work has commenced AND 12 months after issuance if the entire project has not been completed. Extension requests must be submitted in writing and will be reviewed on a case by case basis.

GRADING PERMIT APPLICATION FORM

Project or Subdivision Name _____	Permit Number _____
Phase _____	UPDES Number _____
Approximate Address of Project _____	
Legal Description—Attach Legal Description (Including Tax ID# & Parcel #)	

Owner of Property _____	If Different than Owner _____
Owner Address _____	Applicant Name _____
Owner Email _____	Applicant Address _____
Owner Phone _____	Applicant Email _____
	Applicant Phone _____

Engineer _____	General Contractor Name _____
Engineer Address _____	General's Address _____
Engineer Email _____	General's Email _____
Engineer Phone _____	General's Phone _____
	General's State License Number _____
	General's City License Number _____

SPECIAL CONDITIONS/COMMENTS	Project starting and ending dates _____ thru _____
	Acres Disturbed _____
	Total Cubic Yards _____
	Grading Permit Fee _____

REQUIREMENTS Commercial and Subdivision Final Approval <ul style="list-style-type: none"> <input type="checkbox"/> Street tree protection MUST be in place prior to grading: <ul style="list-style-type: none"> <input type="checkbox"/> Call City Forester — 703-0943 <input type="checkbox"/> Pre-Construction Meeting REQUIRED: <ul style="list-style-type: none"> <input type="checkbox"/> Call Brandon Wright — 703-0132 <input type="checkbox"/> Call Carlos Robles — 703-1542 <input type="checkbox"/> Final Grading Report <input type="checkbox"/> Hillside Compliance Letter <input type="checkbox"/> Rockwall Certification Letters <input type="checkbox"/> 10% Warranty Bond (Public Improvements) <input type="checkbox"/> Private Improvement Development Certificate <input type="checkbox"/> Drawing of Record (Electronic) <input type="checkbox"/> Drawing of Record (6 Paper Copies) <input type="checkbox"/> Final Inspection Required 	For Office Use Only (SWPPP, NOI and Air Quality Permit to be completed by contractor) <ul style="list-style-type: none"> <input type="checkbox"/> Air Quality/Dust Control Plan Completed and Reviewed <input type="checkbox"/> SWPPP and NOI Completed and Reviewed <input type="checkbox"/> 120% Performance Bond for Structural BMP's <hr/> Received Documents Commercial and Subdivision Final Approval <ul style="list-style-type: none"> <input type="checkbox"/> Hillside Compliance Letter <input type="checkbox"/> Rockwall Certification Letters <input type="checkbox"/> 10% Warranty Bond (Public Improvements) <input type="checkbox"/> Private Improvement Development Certificate <input type="checkbox"/> Drawing of Record (Electronic) <input type="checkbox"/> Drawing of Record (Paper Copy) <input type="checkbox"/> Final Grading Report <input type="checkbox"/> Final Site/Utility Inspection
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Signature of Contractor or Authorized Agent _____	Approval Signature _____
Date _____	Date of Permit Issuance _____