

GRADING PERMIT PROCEDURES

A Grading Permit is required for any grading, excavation, clearing, or fill activities on any private lot, tract, property or subdivision. NOTE: A grading permit shall **NOT** be required provided that no change in drainage patterns or sedimentation onto adjacent properties will occur if grading is less than five cubic yards for sites 10,000 square feet or less, or if less than 10 cubic yards for sites in excess of 10,000 square feet. A separate permit is required for each site. These activities must be shown on an approved grading plan and in accordance with an approved Storm Water Pollution Prevention Plan (SWPPP) (if site is larger than one acre in size).

1. Submit a completed Grading Permit application to the Department of Public Works.
2. Included with the completed Grading Permit application, the applicant should submit three sets of site plans detailing the areas to be excavated, graded, filled, and/or cleared.
3. If the site is larger than one (1) acre, an approved SWPPP permit from the State of Missouri, Department of Natural Resources will need to be submitted with the Grading Permit. This requirement applies to sites of less than one (1) acre that are part of a proposed development that will ultimately disturb one (1) acre or more.
4. Prior to the issuance of a grading permit, the applicant shall deposit a surety with the City. The surety is to be a sum equal to that which would be required to guarantee the performance, restoration, maintenance and/or rehabilitation of the site. The deposit will be refunded when the grading operation is completed and the soil and drainage conditions are stabilized to the satisfaction of the City.
5. An inspection shall be performed to ensure the site complies with the submitted plans. The Project Manager (314-729-4724) is to be notified each time the following steps are completed: clearing, rough grading, finish grading before seeding, turf reestablishment, and construction work.
6. Should applicant have any questions about Grading Permits, please contact the Project Manager at 314-729-4724.

A complete description of the Grading Permit requirements can be found in the Erosion and Sediment Control Manual, located on the City's web site.



DEPARTMENT OF PUBLIC SERVICES

One Detjen Drive | Crestwood, MO 63126

Grading Permit Application

Application Fee: \$80.00 plus Escrow Deposit (Cash or check due at time of application-non-refundable)

Application Date: _____

WORK SITE ADDRESS: _____

Property Owner's Name and Address: _____ Phone: _____

Contractor Name and Address: _____ Phone: _____

Contact Person: _____ Phone: _____ Email: _____

Commencement Date: _____ Completion Date: _____

Type of Construction: New _____ Existing _____

Type of Development: Commercial _____ Residential _____

Purpose for which application is made: _____

Size Area (sq. ft.): _____ Estimated Grading Quantity (cubic yards): _____

All work shall be safeguarded and protected by the person causing the grading to be done to avoid all danger to life or limb. All backfilling, restoration, cleanup, and other regulations shall be in accordance with the Ordinances of the City of Crestwood. Siltation fencing may be required to prevent soil from exiting the property.

Applicant Signature: _____ Date: _____

OFFICE USE ONLY

Army Corps of Engineers Approval (Section 404 of Clean Water Act) Yes _____ Waived _____ No _____

Approved by: _____ Title: _____ Date: _____

Final Inspection Approval: _____ Date: _____

Please Notes; A Contractor's Business License is required for all contractor's that do not have a CRESTWOOD BUSINESS LICENSE.

Payment Section
Date Paid: _____ Permit Fee: _____ Escrow Fee: _____
Payment: Cash _____ Check _____ Receipt # _____
Escrow Fee Paid By: _____ Payment received by: _____
Permit #: _____
Contractor's Business License: _____