

651-747-3900
3880 Laverne Avenue North
Lake Elmo, MN 55042

GRADING PERMIT APPLICATION

Permit # _____

Site Address: _____ Date _____

Applicant is: Owner & Occupant Contractor

Property Owner

Name _____

Address _____ Unit # _____

City _____ State _____ Zip _____ Phone _____

Contractor

Name _____ License # _____

Address _____ City _____ State _____ Zip _____

Contact Person _____ Phone _____ Cell _____

Architect/Engineer

Name _____ Registration # _____

Address _____ City _____ State _____ Zip _____

Contact Person _____ Phone _____ Cell _____

Description of Work: New Addition Alteration/remodel Maintenance/repair/replace

Project Details

Number of Cubic Yards per Acre Being Graded* _____ **If over 400 cubic yards per acre, a public hearing is required.*

Job Valuation \$ _____ Estimated Completion Date: _____

Description of work to be done: _____

Please complete the attached checklist and submit required materials.

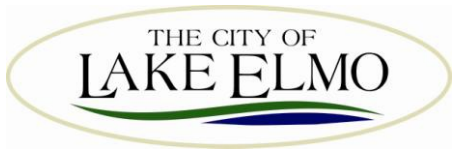
Please Read & Sign

I hereby apply for a grading permit and I acknowledge that the information above is complete and accurate that the work will be in conformance with the ordinances and codes of the City of Lake Elmo and with the Minnesota 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 printed name

Applicant's signature

Date



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Project Details

Case # _____

Conditions of issuance _____

Building review _____ Date _____

Planning review _____ Date _____

Engineering review _____ Date _____

Cash escrow? Yes No Amount \$ _____

Other fees? Yes No Describe _____ Amount \$ _____

Permit approved by _____ Date _____

Reference # _____



GRADING PLAN SUBMITTAL REQUIREMENTS FOR GRADING PERMIT:

- Evidence of ownership or interest in property.
- Legal Description of the property.
- Required fee and escrow amount according to City Fee Schedule.
- North arrow (up or to the right on all sheets)
- Scale 1"=50' horizontal
- Maximum plan sheet size 22" X 34"
- Building pads with first floor, low floor, top of curb elevations and house type if applicable.
- Wetland delineations, creeks, streams, lakes and other water bodies.
- Normal water level (NWL) and High Water Level (100-year HWL) elevations for all water bodies.
- Emergency Overflow (EOF) elevations (if applicable), placed in **BOLD** on the plans.
- All erosion control measures, permanent and temporary.
- Grading and erosion control city standard plan notes
- Tree survey showing all trees having a caliper of 6 inches or greater and a tree preservation plan if impacting existing trees.
- Tree protection fencing.
- Spot elevations for significant trees to be saved.
- Retaining walls (if applicable).
- Existing storm sewer, drainage, and culvert structures to a distance of 150 feet beyond plat boundary with pipe material, size and inverts.
- Topographical features 150 feet or less beyond plat boundary (fences, trails, streets, etc).
- Property, right-of-way, and easement lines.
- Existing street and driveway widths with type of surface identified.
- Survey showing location and elevation of all roads, utilities, and structures which may be impacted by the proposal.
- Landscaping and site restoration plan (if applicable).
- Development concept plan (if applicable).
- Drainage plan.
- Analysis of how materials will be removed from and/or delivered to the site.
- Two copies of all available soil borings together with boring location and maps.
- Existing 2 foot contours and sufficient spot elevations.
- Proposed 2 foot contours.
- Schedule of building construction phasing on permit site, hours of operation, and duration of activity.
- Any additional information requested by the City Engineer.
- Please provide 4 copies.**