GRADING and STORMWATER CONTROL PERMIT

Engineering Department
6800 Main Street
The Colony, TX 75056

Permit #: _____

1. **Property Owner:** _____
   Phone: _____
   Address: _____
   _____
   Contact: _____
   Phone (Available 24 Hours) _____
   Mobile: _____ Pager: _____
   Address: _____

2. **Contractor(s) Performing Work: (Permit to be Located on Job Site)**
   Company Name: _____
   Phone: _____
   Address: _____
   _____
   Contact: _____
   Phone (Available 24 Hours) _____
   Mobile: _____ Pager: _____
   Address: _____

3. **Location(s) of proposed work:**
   Primary Street Name: _____
   Block Range: _____
   Additional Streets: _____
   Block Range: _____
   Description of Work: _____
   _____
   _____
   _____
   Proposed Start Date: _____
   Proposed Start Time: _____
   Proposed Completion Date: _____

4. **Lane Closures:**
   Location(s): _____
   Duration: _____
   Concrete Removal: _____

This Application is for (all that are applicable)

- ☐ **Part A – (Grading Permit)**
- ☐ **Part B – (Stormwater Permit)**
- ☐ **Part C – (Post Construction Permit)**

Signature: _____ **Date:** _____

PART A – GRADING PERMIT

Check the information included with this application

Provide:

☐ Copies of city approved Grading and /or Erosion Control Plans. An Erosion Control Plan is required for commercial, industrial, multifamily and /or residential subdivision construction. An Erosion Control Plan is not required for single lot, single-family residential construction unless it is part of a larger development. At a minimum, Erosion Control Plans and specs should illustrate and describe the BMPs to be used. A Sitemap/ template is acceptable for single lot sites only. Refer to Part A Grading Plan checklist.

Grading and /or Erosion Control Plans shall be prepared by an engineer licensed to practice in Texas and shall meet the requirements specified in the Engineering Design Manual. Such plan(s) shall be an exact scaled engineering drawing with horizontal and vertical control with the following information:

(a) Property boundaries with address and lot and block with subdivision name or tract with legal description;
(b) Easements and rights-of-way on and adjacent to the property;
(c) Adjacent street names;
(d) Existing and proposed contours at one-foot intervals;
(e) Existing structures and utilities located above and below the ground surface that are on and adjacent to the property;
(f) North arrow, scale, date, and date of topographic survey;
(g) Drainage area map with existing and proposed drainage structures with complete details and specifications;
(h) Limits of FEMA and ultimate floodplains with elevations;
(i) Limits of soil disturbance.
(j) Erosion control measures to be used during construction and permanent measures for post construction;
(k) Specify the total cubic yards to be cut and total cubic yards to be filled; and
(l) Location map.

Grading and/or Erosion Control Plans approval shall be requested in writing with the plans and shall include grading permit application, storm water pollution prevention plan, grading inspection fee, and tree survey. Upon completion of the work the engineer shall submit record drawings based on an actual ground survey. Platted single family lots that contain an existing occupied residence where less than one acre will be disturbed with the grading shall not be required to obtain approval to grade or fill areas that are outside easements or flood plains, except as may be otherwise required under the Code of Ordinances.

☐ TCEQ Construction Site Notice.

☐ Seven copies of this permit and city approved construction plans, (which shall be kept on the job site by the Contractor at all times with the issued permit). See Part A attachment for a checklist that shows grading permit requirements.

☐ Copy of Tree Survey

This permit does not in any way authorize the construction of any paving, structures, storm drain system, utilities or fill to be placed in the floodplain. The exception is the construction of necessary temporary haul roads, construction entrances, and ditches for drainage on the site, rock berms, or other erosion control measures as specifically shown on the plans released for construction.

Any area in which there may be public right-of-way, fire lane or floodplain must be compacted, tested and inspected per city requirements or the fill must be removed and properly compacted, tested and inspected at no cost to the City. This permit does not relieve the permittee from obeying all local, state and federal laws.

Grading and/or Erosion Control Plan approval shall be requested in writing with the plans and shall include grading permit application, Erosion Control Plan, Construction Site Notice, grading inspection fee, and tree survey. Upon completion of the work, the engineer shall submit TCEQ record drawings based on an actual ground survey for earth changes. Platted single family lots that contain an existing occupied residence where less than one acre will be disturbed with the earth change are not be required to obtain approval to grade or fill areas that are outside easements or floodplains, except as may be otherwise required under the city's Code of Ordinances.

PERIOD OF PERMIT: Grading plan approval shall be effective for 12 months. If after 12 months, construction has not commenced, the plans must be resubmitted for approval. Construction and grading must be completed within 24 months of commencing construction.

IS THIS APPLICATION A REQUEST FOR PERMIT EXTENSION? ☐ YES ☐ NO

CHECK ONE APPLICATION FEE:
_____Single Family Residence ($40)
_____4% of the value of grading in Public ROW/Easements (Provide copy of construction contract)
_____Non-residential less than 3 acres ($200)
_____Non-residential greater than 3 acres ($300)

_____
Signature (Must be signed by petitioner)

_____ _____
Date Print Name

Approved ☐ Approved with Stipulations (attached) ☐ Denied ☐

_____
Engineering Department Date

- Tree Survey received by the Planning Department ☐ YES ☐ NO

_____
Planning Department **Date**

Contact one of the following City Engineering
Department Inspectors 24 hours prior to beginning any earth change:

Dennis Eisenbeis 972-877-7152
Dudley St. Clair 972-877-8137
Tammy Carter 972-804-1016

PART B – STORMWATER CONTROL PERMIT

Provide:

- ☐ Seven copies of this permit and City approved Site Construction Plans. Also provide 4 copies of the City approved Storm Water Pollution Prevention Plan (SWPPP) (which shall be kept on the job site by the Contractor at all times with the issued permit) – Refer to Part B checklist that shows stormwater control permit requirements for large sites.
- ☐ An Erosion Control Plan is required for commercial, industrial, multifamily and /or residential subdivision construction. An Erosion Control Plan is not required for single lot, single-family residential construction unless it is part of a larger development. At a minimum, Plans and specs should illustrate and describe the BMPs to be used.
- ☐ Copy of SWPPP and TCEQ Construction Site Notice if required by TCEQ or EPA.
- ☐ Copy of EPA, NOI, NOC, and NOT if required by TCEQ or EPA.
- ☐ Copy of NPDES and/or TPDES permits if required by TCEQ or EPA.

This permit does not relieve the permittee from obeying all local, state and federal laws.

PERIOD OF PERMIT: Stormwater Control Permit shall expire automatically 12 months from issuance. There is a 30-day grace period for renewal. Failure to renew the permit without established vegetation, completing construction per the approved plans or operating a post development BMP is a violation of City ordinance. The permit shall be renewed annually and certified by a Texas licensed professional engineer.

IS THIS APPLICATION A REQUEST FOR AN EXTENSION? ☐ YES ☐ NO

_____

Signature (Must be signed by petitioner)

_____ _____

Date Print Name

Approved ☐ Approved with Stipulations (attached) ☐ Denied ☐

_____

Engineering Department Date

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Tammy Carter 972-804-1016

PART C – POST CONSTRUCTION STORM WATER CONTROL

Provide:

☐ Storm Water Management System Plan. A written or graphic concept plan of the proposed post-construction storm water management system including: preliminary selection and location of proposed structural storm water controls; low impact design elements; location of existing and proposed conveyance systems such as grass channels, swales, and storm drains; flow paths; location of all floodplain/floodway limits; relationship of site to upstream and downstream properties and drainages; and preliminary location of proposed stream channel modifications, such as bridge or culvert crossings. Refer to Part C checklist that shows the Post – Construction Submittal requirements.
The Storm Water Management System Plan shall detail how post-construction storm water runoff will be controlled and managed. All such plans submitted with the application shall be prepared by a licensed Texas professional engineer. The engineer shall perform services only in their area of competence, and shall verify that the design of all storm water management facilities and practices meets the submittal requirements for complete applications, that the designs and plans are sufficient to comply with applicable standards and policies found in the Engineering Design Manual.

The Storm Water Management System Plan will also detail the long term maintenance and inspection required for the installed stormwater controls. These could include cleanout frequencies for stormwater control units or inspections of dams or infrastructure by a licensed Texas professional engineer.

☐ Existing Conditions / Proposed Site Plans. Existing conditions and proposed site layout sketch plans, which illustrate at a minimum: existing and proposed topography; perennial and intermittent streams; mapping of predominant soils from soil surveys; boundaries of existing predominant vegetation and proposed limits of clearing and grading; and location of existing and proposed roads, buildings, parking areas and other impervious surfaces.

☐ Seven copies of the Storm Water Management System Concept Plan. A written or graphic concept plan of the proposed post-construction storm water management system including: preliminary selection and location of proposed structural storm water controls; low impact design elements; location of existing and proposed conveyance systems such as grass channels, swales, and storm drains; flow paths; location of all floodplain/floodway limits; relationship of site to upstream and downstream properties and drainages; and preliminary location of proposed stream channel modifications, such as bridge or culvert crossings.

_____
Signature (Must be signed by petitioner)

_____ _____
Date Print Name

Approved ☐ Approved with Stipulations (attached) ☐ Denied ☐

_____
Engineering Department Date

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