

## DIVISION OF PERMITS AND INSPECTIONS

## **Grading Building Permit Application**

When submitting for a grading permit under a previously approved site specific grading plan provide: ☐ 3 copies of the previously approved plan Cover Sheet ☐ 3 copies of the previously approved plan Grading Sheet.	When submitting for a grading permit and Standard Grading Plan approval concurrently, provide the following with the grading permit application:  Standard Grading Plan submittal checklist form, 7 sets of plans, cover letter and any fees required.  All items required per the Standard Grading Plan must be shown on the Standard Grading Plan Submittal.
Job Address:	Contractor Name:
Property Owner Name:	Contractor Address:
Property Owner Address:  Property Owner Contact #:	License Number:  Contractor Contact #:  Contractor Email:
Applicant:Applicant Address:	Field Notification Name:  Field Notification Contact #:
Applicant Contact #: Applicant Email: Note: If Applicant differs from Property Owner an affidavit or signed contract will be required	Field Notification Email:  Note: The field notification contact will receive all automatic notifications in relation to the permit such as issuance and inspection notifications
Upon issuance, would you like this permit mailed or issued for pickup?   If mailing, to what address:	
Please provide a detailed description of work being performed:	

## **Grading Permit Application**

Amount of Disturbance:	Is there an existing approved Grading Plan? ☐ Yes ☐ No If yes, Grading Plan Number:	
Total Estimated Cost of Construction: \$		
Applicant Signature:	Date:	
Fees		
\$20 up to 4 acres. For disturbance over 4 acres, please contact permitting of 240-313-2460	office for fee calculation	

ALL FEES ARE NON-REFUNDABLE