100 Jefferson County Parkway, Suite 3550, Golden, Colorado 80419-3550
☎ 303.271.8700 • Fax 303.271.8744 • http://planning.jeffco.us

Jefferson County, Colorado
Planning & Zoning Division

GRADING PERMIT APPLICATION

Is this property currently in a county platting process? ❑ Yes ❑ No *(Please check one)*

Permit # – GP

Project Location/Name *(Street Address or Legal Description)*

Parcel ID #

Section | Township | Range | Project Acreage

Subdivision Name

Zoning

Purpose of Land Disturbance

Name of Company/Owner | Contact Name | Email Address

Address

Street | *City* | *State* | *ZIP*

☎ Home | ☎ Work | ☎ Cell | ☎ FAX

In consideration for the granting of this permit by Jefferson County, I hereby give permission for County staff, County board members or County contractors to enter upon my property for the purposes of site inspection and investigation and to remove or correct any hazardous or unsafe conditions and to complete or correct any work or any portion of work not done as required by the plans submitted and approved by the County as part of this grading permit application. If the County does any work on the project site, I understand that the County will use the funds available from the improvement security which I submitted to guarantee the performance of this work to pay for the County's costs and expenses.

I hereby acknowledge that total sum of the security submitted can be utilized as necessary to complete the project or stabilize the site. Further, I understand and acknowledge that any grading done prior to platting is done at my own risk and that additional grading may be required as a result of final plat approval.

Please specify any extraordinary circumstances of which staff should be aware, i.e., dogs on the site, locked gates, etc.

Owner's Signature | Date

Name of Engineer | Company Name | Email Address

Address

Street | *City* | *State* | *ZIP*

☎ Home | ☎ Work | ☎ Cell | ☎ FAX

Name of Contractor | Signature | Email Address

Contact Name

Address

Street | *City* | *State* | *ZIP*

☎ Home | ☎ Work | ☎ Cell | ☎ FAX

See page 2 for complete list of items to be submitted with this application ☛

Submittal Requirements

Please submit one (1) electronic copy of all supporting material and the grading and erosion and sediment control plans. Please refer to Section 16 of the Zoning Resolution for specific grading regulations, as some projects may require a Minor Variation or Board of Adjustment approval.

1. **Fees are on-line at our web site** or call 303-271-8700. Make checks payable to Jefferson County Treasurer.
2. Proof of Ownership: A copy of a deed that shows ownership of the parcel, tract or lot.
3. Legal Parcel Letter (if unplatted): A letter stating that the affected property(ies) under the ownership of the applicant has (have) been legally subdivided. Obtain letter from Jefferson County Zoning Administration, 100 Jefferson Pkwy, Suite 3550, Golden, Colorado 80419-3550, Phone 271-8700.
4. Legal Access Letter (if property does not adjoin a County, City, Town, or State maintained street/road): A letter stating that the affected property(ies) under the ownership of the applicant has (have) legal access in conformance with Section 2 of the Zoning Resolution. Obtain letter from Jefferson County Zoning Administration, 100 Jefferson County Pkwy, Suite 3550, Golden, Colorado 80419-3550, Phone 271-8700.
5. This office will mail the grading application and plans, as applicable, to the adjacent and affected property owners and outside reviewing agencies. We will require reimbursement for the postage fees during the processing of the grading application.
6. Grading, Erosion, and Sediment Control Plan: Plans shall include a vicinity map, title block, date, scale, north arrow, site and property boundaries, easements and rights-of-way, location of site features, location of hazard areas, topographic map, floodplain boundaries, receiving water(s), drainage facilities, finished slopes, stockpile locations, existing vegetative cover and location of major rock outcrops, typical cross sections, cut/fill quantities, project schedule, erosion and sediment control BMPs according to the construction and final grade phases of the project, permanent and, if applicable, temporary revegetation including seed mixture(s), seeding rates and dates plus their method of application. The final grading plan requires the signature and stamp of a registered professional engineer. In addition to the plan, design of drainage structures and devices and calculations for both will be required.
7. Drainage Report: A drainage report in accordance with the Storm Drainage Design and Technical Criteria if drainage facilities are proposed or are required, if the proposal will include the impervious area by more than 10,000 square feet, if the proposal will alter patterns of storm drainage into irrigation ditches increasing flow rates, volumes or changing points of concentration, or the proposal will alter an existing drainageway.
8. A materials handling plan: A proposed materials handling plan including Best Management Practices for controlling construction and building material wastes, location of dumpsters, portable toilets, and spill prevention and containment.
9. Retaining wall engineered design (required for retaining walls over 36" in height): Construction plans, details and support calculations for retaining walls.
10. Geologic/Soils Report (required for cut/fill slopes greater than 2:1): Reports shall include the signature of a professional geologist or the signature and stamp of a registered professional engineer, site map, soil types, geologic description, instability areas, groundwater conditions, investigative techniques, soil boring logs, grading procedures and recommendations, drainage and erosion control recommendations, mitigation of geological hazards, date of field work and design of retaining walls.
11. Cost Estimate (Exhibit "A"): An itemized cost estimate (see sample format) of all proposed grading and erosion control plans, plus 10% contingency, must be submitted with plans. The County will request the actual amount as soon as the plans are ready for approval. The performance guarantee must be in the form of cash, letter of credit, or a certified or cashier's check made payable to Jefferson County Treasurer. The performance guarantee should not be generated until the cost estimate (Exhibit "A") has been approved by Jefferson County staff.
12. Other: Other documents may be required; i.e. fugitive dust, wetlands, easements, etc.

☛ *Please see the* ***Vegetative Cover Note and Land Disturbance Table*** *and* ***Grading Erosion Sediment Control Standard Notes and Details*** *available on our web site: http://planning.jeffco.us - Forms and Applications - Land Disturbance*

Sample Format Cost Estimate for Grading Permits

Address	Applicant's Name	Permit #
		– GP

Item	Description	Total Work Units	Unit Price ($)	Total Cost ($)	Security Required (% of Total Cost)	Security Amount ($)
Topsoil	Removal	yd3			100	
	Reuse	yd3			100	
	Import	yd3			100	
Rough Grading	Mountains 25%	yd3			25	
	Plains 10%	yd3			10	
Fine Work	Grading	yd3			100	
	Shaping	yd3			100	
Seeding	Temporary	ac			100	
	Permanent	ac			100	
	Seedbed Prep	ac			100	
Mulching		ac			100	
Netting/Erosion Blankets		yd2			100	
Bonded Fiber Matrix		yd2			100	
Silt Fence		ft			100	
Straw/Hay Bales		ea			100	
Sediment Traps	Outlet	ea			100	
	Excavation	yd3			100	
Slope Drain		ea			100	
Culverts	Pipes	ft			100	
	Flared End-Section	ea			100	
Riprap		yd3			100	
Bedding Material		yd3			100	
Vehicle Tracking		ea			100	
Site Protection	Check Dams	ea			100	
	Gravel	yd3			100	
	Outlet Protection	yd3			100	
Retaining Walls		ft2			100	
Diversion Dikes/Ditches		yd3			100	
Soil Reconditioning & Treatment	Specify	yd2			100	
Mobilization					100	
Other	Porta-potties	ea			100	
	Traffic Control				100	
					100	
					100	
					100	
					Subtotal	**$**
					Contingency (10% of Subtotal)	**$**
					Total Security Amount Due	**$**

Please read and sign below

I hereby acknowledge that total sum of the security, as indicated above, can be utilized for any of the above items as necessary to complete the project or stabilize the site. Further, I understand and acknowledge that any grading done prior to platting is done at my own risk and that additional grading may be required as a result of a final plat approval.

Applicant/Owner	Signature	Date

Prepared by	Signature	Date

County Staff	Signature	Date