



# CLEARING & GRADING PERMIT APPLICATION

The purpose of this permit and the standards that support it are to encourage site development and economic growth within the established community-defined framework designed to preserve and enhance the physical and aesthetic character of the City, minimize harmful impacts to our unique northwest environment, responsibly manage our natural resources, preserve our waterways and wildlife, and improve the overall quality of life and living standards for all residents and future generations. This application provides some information and description of conditions that apply to this permit. A complete description can be found within Ch. 15.28 of the City's Code of Ordinances.

## I. APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Applicant's Representative: \_\_\_\_\_ (If other than applicant)

## II. SUBJECT PROPERTY

Property Owner(s): \_\_\_\_\_ ( Same as Applicant)  
Property Owner Address: \_\_\_\_\_  
Full Street Address: \_\_\_\_\_  
Full Legal Description: \_\_\_\_\_  
Parcel / Geographic ID#: \_\_\_\_\_ Current Zoning: \_\_\_\_\_  
Current Taxable Value of: \$ \_\_\_\_\_ Land      \$ \_\_\_\_\_ Existing Improvements      \$ \_\_\_\_\_ Proposed Improvements

## III. PLAN PREPARATION

Plan Preparer: \_\_\_\_\_ (Architect/Engineer)  
Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## IV. PROJECT BACKGROUND INFORMATION

Please provide the essential background information about the existing property and the proposed activity and finished development. Attach additional sheets if necessary.

Please provide a brief description of the existing property and its current use:



Please provide a description of the development activity to be performed on the site, the purpose of the development activity, and the expected future use of the site.

Estimate the amount of material this project will relocate (even if the excavated material (cut) will be used as fill on-site):

\_\_\_\_\_CY      \_\_\_\_\_CY      \_\_\_\_\_CY      \_\_\_\_\_CY      \_\_\_\_\_CY  
Cut                      Fill                      Cut + Fill                      Imported                      Exported

## V. ADDITIONAL PERMITS OR DOCUMENTATION

Land disturbances that are significant in nature or are located in/near a critical area require the applicant to supply additional information beyond the scope of this application. These areas are:

**Critical Areas** include: environmentally sensitive areas, shorelines, and wetlands – including their associated buffer setbacks.

**Environmentally Sensitive Areas** include: Aquifer recharge zones, streams or stream corridors, frequently flooded areas, geologically hazardous areas (erosion, landslide, and seismic hazard areas), habitat for priority species and species of concern, beaches and associated coastal drift process areas, ravines, and marine bluffs – including their associated buffer areas.

**Wetlands** and their buffer areas are valuable and fragile natural resources with significant development constraints. Every clearing and grading permit application must be accompanied by a US Fish and Wildlife NATIONAL WETLANDS INVENTORY Map and a USDA SOIL RESOURCE REPORT specific to the property to be developed. They can be accessed at:

- <https://www.fws.gov/wetlands/data/mapper.HTML>
- <https://websoilsurvey.sc.egov.usda.gov/App/WebSoilSurvey.aspx>

These resources are publicly available online and are free to use. Maps should be submitted in color print and should be oriented and scaled appropriately to show the property to be developed and at least 500 ft. beyond in all directions.

If you answer “YES” to any of the following questions, you are required to obtain any additional permits that apply to your project including, but not limited to, an Environmentally Sensitive Area (ESA) permit, a State Environmental Policy Act (SEPA) Determination, and/or a Wetland Permit.

- \_\_\_\_\_ (Y/N) Is this project associated with the development of a parking lot designed to accommodate more than 20 vehicles?
- \_\_\_\_\_ (Y/N) Does this project involve the creation, change-in-use, replacement, and/or resurfacing of any non-residential off-street parking?
- \_\_\_\_\_ (Y/N) Is this project occurring within 200 ft. of a ravine or marine bluff?
- \_\_\_\_\_ (Y/N) Is this project occurring within 250 ft. of a stream, creek, or shoreline?



- \_\_\_\_\_ (Y/N) Will this project perform grading or the construction of retention, detention, infiltration, or other stormwater facilities on slopes greater than 15 percent or within 200 feet of slopes steeper than 30 percent?
- \_\_\_\_\_ (Y/N) Is the project within 300 feet of a wetland and/or are there hydric soils present on the property? (Shown on government wetlands maps, web links above.)
- \_\_\_\_\_ (Y/N) Will the project at any time temporarily or permanently block vehicular or pedestrian traffic on City streets, sidewalks, or within the public right-of-way?
- \_\_\_\_\_ (Y/N) Will the project at any time perform any work, permanent or temporary, within the public right-of-way?
- \_\_\_\_\_ (Y/N) Fill and/or excavation of 100 cubic yards or more, even if the excavated material is used as fill on the same site. Note: Quantities of fill and excavation are calculated separately and then added together to determine the total quantity of material moved on site.

If you answered “NO” to all the questions above, **move on to Section VI**. If you answered “YES” to any of the questions above, **you may be required to obtain additional permits that apply to your project** including, but not limited to, an Environmentally Sensitive Area (ESA) permit, a State Environmental Policy Act (SEPA) Determination, and/or a Wetland Permit. Contact the Department of Community and Economic Development at (360)-417-4750 to determine what additional requirements, if any, apply to your project. Once any additional requirements have been determined, check below which ones apply to your project:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Enviro. Sensitive Area (ESA) Permit | <input type="checkbox"/> Wetland Delineation     | <input type="checkbox"/> Wetland Permit             |
| <input type="checkbox"/> Geotechnical Analysis/Report        | <input type="checkbox"/> Right-of-Way Use Permit | <input type="checkbox"/> Right-of-Way Const. Permit |
| <input type="checkbox"/> 404 Permit (US ARMY CORP.)          | <input type="checkbox"/> SEPA Determination      | <input type="checkbox"/> HPA (WDFW)                 |
| <input type="checkbox"/> Parking Plan                        | <input type="checkbox"/> Traffic Control Plan    | <input type="checkbox"/> Traffic Impact Analysis    |
| <input type="checkbox"/> Other: _____                        |  |   |

CITY USE ONLY:

ADDITIONAL PERMITS AND/OR DOCUMENTATION ARE **NOT** REQUIRED.

ADDITIONAL PERMITS AND/OR DOCUMENTATION **ARE** REQUIRED.

\_\_\_\_\_

Dept. of Comm. & Econ. Development
Date

Comments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## VI. CLEARING AND GRADING PERMIT APPLICATIONS

A Clearing and Grading Permit is required prior to any of the following activities. **Please circle the letter, or letters, of the activity description that your project falls under.**

- A. Any clearing, filling, excavation, or grading in an environmentally sensitive area, critical area, or critical area buffer.
- B. Land disturbance of 7,000 square feet or more.
- C. Projects that result in 2,000 square feet or more of new plus replaced hard surfaces.
- D. Fill and/or excavation of 100 cubic yards or more, even if the excavated material is used as fill on the same site. Note: Quantities of fill and excavation are calculated separately and then added together to determine the total quantity of material moved on the site.
- E. Clearing or grading that will likely penetrate the groundwater table, including the construction of ponds and reservoirs.
- F. An excavation which is more than five feet in depth, or which creates a cut slope greater than five feet in depth or which creates a cut slope greater than five feet in height and steeper than two units horizontal in one unit vertical (2H:1V).
- G. Any re-grading or paving on an area used for stormwater retention or detention or alteration of an existing drainage course.
- H. Any proposal to remove a tree or reduce the live crown of any tree by more than 25%, in any five-year period, that is required to be preserved by City Code, plat condition, or other requirement.

Certain activities are exempt from the Clearing & Grading Permit requirements. The following is a list of Clearing & Grading Permit exemptions. If you believe your project falls under one or more of the following categories, please **circle the letter(s)** preceding the description and **attach supporting documentation** to this application when submitted to the City for review.

## VII. CLEARING AND GRADING PERMIT EXEMPTIONS

*NOTE: EXEMPTIONS DO NOT APPLY IN SITUATIONS WHERE THE PROPERTY INCLUDES AN ENVIRONMENTALLY SENSITIVE AREA (ESA). SEE SECTION V. FOR ESA APPLICABILITY.*

- A. Land clearing, grading, filling, sandbagging, diking, ditching, or similar work during or after periods of extreme weather or other emergency conditions which have created situations such as flooding or high fire danger that present immediate danger to life or property, as authorized by the City Engineer.
- B. Routine landscape maintenance of existing landscaped areas on developed lots.
- C. Land disturbance that is less than 7,000 square feet except those sites meeting any of the other applicable conditions listed above or where an adjacent area containing disturbed areas under the same ownership or chain of ownership has been similarly exempted so that the combined area is 7,000 sq. feet or more and final site stabilization is not complete.



- D. If a building permit is issued, no additional clearing, grading, or filling permit or associated fee will be required; provided that the standards established in the City's Urban Services Standards and Guidelines shall be applied as a condition of said building permit.
- E. Land clearing necessitated by order of the City Council related to the abatement of a public nuisance, where the work is administered by the City.
- F. Work performed under the direction of the City Engineer within a public right-of-way or upon an easement, for the purpose of installing and maintaining water, storm, sewer, power, cable or communication lines.
- G. Routine maintenance of existing stormwater drainage facilities located outside of an environmentally sensitive or other protected area, including, but not limited to, detention/retention ponds, wet ponds, sediment ponds, constructed drainage swales, water quality treatment facilities, such as filtration systems and regional storm facilities that are necessary to preserve the water quality treatment and flow control functions of the facility. This exemption does not apply to any expansion and/or modification to any existing stormwater drainage facilities.
- H. Roadway repairs and overlays within a public street right-of-way for the purpose of maintaining the pavement, curbing, or sidewalk of existing paved roadways.
- I. Forest practices regulated under RCW 76.09. (Activities involving conversion of land to uses other than commercial timber production are subject to clearing and grading regulations.)
- J. Cemetery graves.
- K. Refuse disposal sites controlled by other regulations.
- L. Mining, quarrying, excavation, processing, or stockpiling of rock, sand, gravel, aggregate, or clay where established and provided by law provided such operations do not affect the lateral support of or increase the stresses in or pressure upon any adjacent or contiguous property.
- M. Agricultural crop management of existing and ongoing farmed areas as defined per RCW 84.34.020.

***An exemption from a Clearing & Grading Permit does not exempt the person doing the work from meeting all applicable federal, state, and local law codes, standards, guidelines, regulations, and any other permit requirements. An exempt project is still required to meet Stormwater (SW) Management Requirements.***





## VIII. PERMIT APPLICATION REQUIREMENTS

For a project to be considered and a Clearing & Grading Permit to be approved, the following information must be provided with this completed application.

1. **PLANS AND SPECIFICATIONS** (Applicable to all Projects).

Each application shall be accompanied by three sets of plans and specifications, including calculations. The City Engineer may require that the plans and specifications be prepared by an appropriate qualified professional who shall have his/her signature and stamp affixed to each set. The plans and specifications shall include the appropriate information as follows:

A. An **Existing Site Plan**, to include:

- All property lines;
- Contours over the entire site (five-foot contour intervals are standard, but other intervals may be required in specific circumstances);
- The date, basis, and datum of the contours;
- A graphic representation of existing vegetation on the site designated by its common names, the amount of bare ground, and the amount and type of impervious material (rock and artificial);
- The location of all existing drainage facilities, natural and man-made;
- The location and estimated capacity of any areas which impound surface water;
- The location and estimated discharge of all visible springs;
- The location of all structures, utilities, and their appurtenances, including structures and utilities on adjacent properties when such information is reasonably available;
- Date, north arrow, and adequate scale, as approved by the City Engineer, on all maps and plans;
- Identification of and mitigation measures for on-site areas which are subject to severe erosion, and off-site areas which are especially vulnerable to damage from erosion and/or sedimentation.

B. A **Proposed Work Schedule**, which details the following:

- Sequence for clearing, grading, filling, drainage alteration, and other land-disturbing activities;
- On-site soil or earth material storage locations, source of import materials, and location of the site(s) where spoils will be disposed;
- Schedule for installation and removal of all interim erosion and sediment control measures, including vegetative measures;
- Schedule for construction of final improvements, if any;
- Schedule for the installation of required permanent erosion and sediment control devices;
- An outline of the methods to be used in clearing vegetation and in storing and/or disposing of the cleared vegetative matter.

C. A **Proposed Finished Site Plan**, showing the following:



- The finished contours achieved by grading (at the same intervals as the existing contours);
- The boundaries of all areas to remain undisturbed, and the identification and location of all other vegetation shown on the plan that will remain after the completion of work;
- Drainage and related facilities to be constructed with and as a part of the proposed work;
- Boundaries of all areas where surface water runoff will be retained, detained, or infiltrated;
- The method for discharging surface water off-site, including the provisions required to control the velocity and direction of discharge to protect downstream properties;
- The location of building setback lines, and approximate limits of cuts and fills, including but not limited to foundations, retaining walls, and driveways;
- Location and dimensions of environmentally sensitive areas and buffer zones and other areas to be maintained or established;
- The location and description of proposed erosion and sedimentation control devices or structures and maintenance schedule;
- Off-site grading shall be noted on the plans, and a dated letter of permission from the property owner of the land affected shall be provided and noted on the plans.

2. **STORMWATER MANAGEMENT PLAN** (Applicable to all Projects).

The level of detail that is required for the stormwater plan and appropriate mitigation measures to be taken are dependent on the scale, proposed activity, and location of the project. See Section VIII to determine the stormwater management requirements for your project.

3. **ADDITIONAL PROJECT INFORMATION** (Typically applicable to large, special, or critically located projects).

The City Engineer may require the applicant to submit additional information when the submitted plans and specifications and associated information are not clear enough to allow for an adequate determination, or when special conditions are found to exist which require specific explanation. Additional required information may include, but is not limited to, the following:

- Hydrologic and hydraulic computations of expected storm runoff entering and leaving the site for pre-development conditions;
- Engineering geology and soils reports as needed for hydrology, hydraulics, and erosion control;
- Erosion and sediment control plan and supporting calculations;
- An engineer's cost estimate for the temporary drainage facilities and final erosion and sediment control when such information is necessary for bonding purposes;
- Recorded Inspection and maintenance agreement;
- Letters of permission: Off-site grading shall be supported by a signed and dated letter of permission from the affected property owner(s);
- For projects that trigger Stormwater Minimum Requirements 6 & 7, an engineer's cost estimate of the permanent stormwater flow control and treatment facilities is required in conjunction with a two-year maintenance bond.
- Attached copies of other applicable Local, State, or Federal applications, checklists, and/or permits.





## IX. STORMWATER MANAGEMENT PLAN

To determine what stormwater management requirements apply to your project, please answer the following questions.

1. What is the legal parcel size of the property to be developed? \_\_\_\_\_ sq. feet.
2. What is the total area of existing on-site impervious surfaces? \_\_\_\_\_ sq. feet.
3. What is the total land area that will be disturbed during this project? \_\_\_\_\_ sq. feet.
4. What is the total area of new hard surfaces? \_\_\_\_\_ sq. feet.
5. What is the total area of to-be replaced hard surfaces? \_\_\_\_\_ sq. feet.
6. How much vegetation will be converted to lawn or landscaped area? \_\_\_\_\_ sq. feet.
7. How much native vegetation will be converted to pasture? \_\_\_\_\_ sq. feet.
8. Does the overall site being developed have 35% or more of existing impervious surfaces?
  - YES:** This project is considered a “re-development” project, skip down to question 13
  - NO:** This project is considered a “new development” project, proceed to question 9

--- **New Development** -----

9. Does the project result in 5,000 sq. ft. or greater of new plus replaced hard surface?
  - YES:** A **Large Project Stormwater Plan** is required. *Proceed to Check Box at bottom of page 10.*
  - NO:** Proceed to question 10.
10. Does the project convert 32,670 sq. ft. (¾ acre) or more of vegetation to lawn or landscaped area? **OR** disturb more than 1 acre of land? **OR** convert 2.5 acres or more of native vegetation to pasture?
  - YES:** A **Large Project Stormwater Plan** is required. *Proceed to Check Box at bottom of page 10.*
  - NO:** Proceed to question 11.
11. Does the project result in 2,000 sq. ft. or greater of new plus replaced hard surface area?
  - YES:** A **Small Project Stormwater Plan** is required. *Proceed to Check Box at bottom of page 10.*
  - NO:** Proceed to question 12.
12. Does the project have land disturbing activities of greater than 7,000 sq. ft. but less than 1 acre?
  - YES:** A **Small Project Stormwater Plan** is required. *Proceed to Check Box at bottom of page 10.*
  - NO:** Only **Minimum Requirement #2** applies. *Proceed to Check Box at bottom of page 10.*

--- **Redevelopment** -----

13. Does the project add 5,000 sq. ft. or more of new hard surfaces? **OR** Convert 32,670 sq. ft. (¾ acre) or more of vegetation to lawn or landscaped area? **OR** disturb greater than 1 acre of land? **OR** Convert 2.5 acres or more of native vegetation to pasture?
  - YES:** A **Large Project Stormwater Plan** is required. *Proceed to Check Box at bottom of page 10.*
  - NO:** Proceed to question 14.
14. Does this project result in 2,000 sq. ft., or more, of new plus replaced hard surface area? **OR** Is the land disturbing activity greater than 7,000 sq. ft. but less than 1 acre?
  - YES:** Minimum Requirements #'s 1 – 5 apply to the new and replaced hard surfaces and the land disturbed. Proceed to question 15.
  - NO:** Only **Minimum Requirement #2** applies. *Proceed to Check Box at bottom of page 10.*



15. Is the total of new plus replaced hard surfaces 5,000 sq. ft. or more, AND does the value of the proposed improvements – including interior improvements – exceed 50% of the assessed value (or replaced value) of the existing site improvements?

- YES:** A **Large Stormwater Plan** is required. *Proceed to Check Box at bottom of page 10.*
- NO:** A **Small Project Stormwater Plan** is required. *Proceed to Check Box at bottom of page 10.*

Table 1. List of Stormwater Management Minimum Requirements (MR)

<u>WA Dept. of Ecology Minimum Requirements</u>	
MR #1: Preparation of stormwater site plans.	MR #6: Runoff Treatment
MR #2: Construction Stormwater Pollution Prevention Plan (SWPPP).	MR #7: Flow Control
MR #3: Source control of pollution.	MR #8: Wetlands Protection
MR #4: Preservation of Natural Drainage Systems and Outfalls.	MR #9: Operation and Maintenance
MR #5: Onsite Stormwater Management.	

Table 2. Stormwater Management Information

Stormwater Management Requirement	Brief Description	Next Step
<b>MR #2 Only</b>	A complete Construction Stormwater Pollution Prevention Plan (SWPPP) may be required. The project proponent must consider all 13 Elements of Construction Stormwater Pollution Prevention and develop/implement controls for any elements that pertain to the project.	<b>COPA Construction SWPPP Templates</b> <ul style="list-style-type: none"> <li>• <a href="#">Factsheet B</a></li> <li>• <a href="#">Worksheet B1</a></li> <li>• <a href="#">Worksheet B2</a></li> </ul> <p style="text-align: center;"><u>Additional Resources</u> USSG 6.05.03, SWMMWW Vol. 1, Ch. 2.5.5</p>
<b>Small Projects Stormwater Plan (MR #s 1-5)</b>	Projects that are required to meet Minimum Requirements #s 1-5 are considered to be "Small Projects." These projects are generally less impactful on the landscape and therefore require less stormwater protection and mitigation efforts. These projects have the option to use the City's pre-engineered worksheets, templates, and forms to construct an a-la-cart Small Stormwater Management Plan.	<b>COPA Small Project Stormwater Packet</b> <ul style="list-style-type: none"> <li>• <a href="#">Factsheet A</a></li> <li>• <a href="#">Worksheet A1</a></li> <li>• <a href="#">Factsheet B</a></li> <li>• <a href="#">Worksheet B1</a></li> <li>• <a href="#">Worksheet B2</a></li> <li>• <a href="#">Worksheet C</a></li> <li>• <a href="#">Worksheet D</a></li> <li>• <a href="#">Worksheet E1</a> or <a href="#">Worksheet E2</a></li> </ul> <p style="text-align: center;"><u>Additional Resources</u> USSG 5.04.01.1, SWMMWW Vol. 1, Ch. 2</p>
<b>Large Project Stormwater Plan (MR #s 1-9)</b>	Projects that are required to meet All Minimum Requirements (#s 1-9) are considered to be "Large Projects." These projects are either impactful by design or are being developed in an environmentally sensitive and/or critical area. The project proponent is required to retain professional engineering services to prepare and submit a detailed report that addresses site specific stormwater concerns and engineered solutions that meet WA State specifications.	<b>Contact a Licensed Engineering Firm</b> <p style="text-align: center;"><u>Additional Resources</u> USSG 5.04.01.2, SWMMWW Vol. 1, Ch. 2</p>

USSG: City of Port Angeles Urban Services and Standards Guideline, 2017 update edition. This document can be viewed and downloaded free-of-charge at: <https://wa-portangeles.civicplus.com/277/Urban-Services-Standards-Guidelines>

SWMMWW: [WA State Dept. of Ecology's Stormwater Management Manual for Western Washington, 2019 update edition.](#)

Please indicate the level of Stormwater Management your project is required to meet.

- MR#2 Only                     
  MR#1-5 (Small Project)                     
  MR#1-9 (Large Project)                     
  Exempt



## X. STANDARDS

No land-disturbing activity subject to the control of this permit shall be undertaken except in accordance with the following mandatory standards:

- A. Protection of property: Persons and entities conducting land-disturbing activities shall take all reasonable measures to protect all public and private property from damage caused by such activities.
- B. Vegetation protection: Vegetation that is to be retained shall be delineated on the site plan.
- C. Wetland buffers: No land-disturbing activity shall be permitted in an approved wetland buffer, except as otherwise allowed by applicable laws and permits.
- D. Graded slopes and fills: The angle for graded slopes and fills shall be no greater than the angle which can be retained by vegetative cover or other adequate erosion control devices or structures.
- E. Ground cover: No land-disturbing activity shall be undertaken until installation of sufficient erosion and sediment control devices to retain the sediment generated by the activity within the boundaries of the tract during construction has been completed. Plantings or permanent ground cover shall be provided immediately after completion of grading to sufficiently prevent erosion.
- F. Use of vegetative measures: Native plants shall be used for erosion and sediment control wherever feasible rather than structural measures such as pipes, structures, or other devices.
- G. Critical areas: Construction within critical areas and critical area buffers shall be in compliance with Chapter 15.20 PAMC Environmentally Sensitive Areas Protection Ordinance and shall be subject to the review of the Director of Community and Economic Development.
- H. Removal of dead or diseased trees from environmentally sensitive areas or buffers is allowed provided that:
  1. The applicant submits a report from a certified arborist, registered landscape architect, or professional forester or arborist that documents the hazard and provides a replanting schedule for the replacement of trees;
  2. Tree cutting shall be limited to delimiting and crown thinning, unless otherwise justified by a qualified professional. Where delimiting or crown thinning does not appropriately address the hazard, trees should be reduced in height to remove the hazard rather than cut at or near the base of the tree;
  3. All cut vegetation (tree trunks, branches, tops, etc.) shall be left within the environmentally sensitive area or buffer unless removal is warranted due to the potential for disease transmittal to other vegetation, or if the environmentally sensitive area is a steep slope or marine bluff.
  4. The landowner shall replace any trees that are felled or topped with new trees at a ratio of two replacement trees for each tree felled or topped (2:1) within one (1) year in accordance with an approved restoration plan. Tree species that are native and indigenous to the site with a minimum caliper size of two inches shall be used for

replacement. When street tree(s) are removed, replacement trees or a fee-in-lieu shall be required in accordance with PAMC 11.13.050.

5. If a tree to be removed provides critical habitat, such as an eagle perch, a qualified professional wildlife biologist shall be consulted to determine timing and methods or removal that will minimize impacts; and
6. Hazard trees determined to pose an imminent threat or danger to public health or safety, to public or private property, or serious environmental degradation may be removed or pruned by the landowner prior to receiving written approval from the City of Port Angeles provided that following such action, the landowner shall submit a clearing and grading permit application accompanied by a restoration plan that demonstrates compliance with the provisions of this title.

## XI. PERMIT CONDITIONS

In granting any clearing and grading permit, the City Engineer may attach conditions reasonably necessary to prevent erosion and sedimentation. Such conditions may include, but are not limited to, installing walls, swales, drains, retention facilities, or other structures, planting appropriate vegetation, installing erosion and sediment control measures or devices, furnishing necessary letters of permission and/or easements, and specifying methods of performing the work. Such items shall be identified on the approved grading, erosion, and sediment control or other required plans. In addition, the following shall be conditions of all permits:

- Install all control measures as identified in the approved plans.
- Notify the City (417-4830) after the installation of sediment control measures or practices and at least 48 hours before commencing any land-disturbing activity.
- Obtain written permission from the City Engineer prior to modification of any approved plans.
- Maintain all road drainage systems, stormwater drainage systems, Low Impact Development (LID) facilities/BMPS, erosion control BMPs, and other facilities identified in the plans throughout the life of the project.
- Repair siltation or erosion damage to adjoining surfaces and drainage ways resulting from land disturbing activities.
- Inspect, maintain, and modify (if needed) all construction erosion control measures as needed to assure continued performance. Perform inspections at least once each week during construction and after each runoff producing rain event (over a 24-hour period), and immediately make any needed repairs.
- Allow the City to enter the site for the purpose of inspecting compliance with the plans or for performing any work necessary to bring the site into compliance with the plans.
- Keep an up-to-date copy of the approved plans on the site.
- Ensure that all workmanship and materials are in accordance with City standards (USSG) and the most recent edition of the Washington State Dept. of Transportation's Standard Specifications for Road, Bridge, and Municipal Construction.



## XII. PERMIT AWARD DETERMINATION AND FEE ESTIMATION

*The applicant hereby affirms and commits that the information submitted for this permit is accurate and that the applicant will comply with the terms and conditions of this permit and the City of Port Angeles Clearing and Grading Ordinance.*

\_\_\_\_\_  
Signature of Applicant or Authorized Representative

\_\_\_\_\_  
Date

CITY USE ONLY:

Application Determined to be Complete by City PWKS/Engineering Staff: \_\_\_\_\_  
Initial Date

Application Determined to be Complete by City DCED Staff: \_\_\_\_\_  
Initial Date

This application for a Clearing and Grading Permit is:

- DENIED.** See attached justification.
- APPROVED.** This certifies that the named applicant is granted a Clearing and Grading Permit for the work described and the purpose shown in the application. This permit is granted subject to the terms of the agreement contained in the application, subject to the provisions of the City of Port Angeles Municipal Code and subject to any additional conditions which are attached to this application or as noted within. Nothing permitted hereunder shall be deemed to override the provisions of any applicable law of the City, County, State, or Federal Government. This permit expires one year from the date of issuance, unless otherwise specified by the City Engineer.

\_\_\_\_\_  
City Engineer Date

\_\_\_\_\_  
Dept. of Comm. & Econ. Development Date



CITY USE ONLY:

PERMIT FEE CALCULATIONS (estimated).

**Plan Review and Permit Issuance (per PAMC 3.70.110D)**

- 1. Grading and Filling
  - 0 - 250 CY and < 4' of cut/fill (\$40)
  - 251 – 1,000 CY (\$75)
  - 1,001 – 10,000 CY (\$110)
  - Greater than 10,000 CY: (add \$15 for each additional 10K CY interval)      \$ \_\_\_\_\_
- 2. Clearing and Drainage
  - Less than 1 Acre (\$40)
  - 1 – 5 Acres (\$75)
  - Greater than 5 Acres (\$15/acre)      \$ \_\_\_\_\_
- 3. Additional Plan Review (\$55/hr.)  
(required for changes, additions, or revisions to the approved plans)      \$ \_\_\_\_\_

**Inspections (\$55/hr.) (per PAMC 3.70.110D)**

- 1. Construction Inspections      \$ \_\_\_\_\_
- 2. Erosion and Sediment Control Inspections      \$ \_\_\_\_\_
- 3. Additional Inspections      \$ \_\_\_\_\_

**Stormwater Connections (per PAMC 3.70.110J)**

- 1. Catchbasin or Similar (\$55)      \$ \_\_\_\_\_
- 2. All other SW Connections (\$135)      \$ \_\_\_\_\_

**Engineering Review (per PAMC 3.70.115)**

- 1. Water (\$0.50 / L.F.)      \_\_\_\_\_ L.F.      \$ \_\_\_\_\_
- 2. Sanitary Sewer (\$0.50 / L.F.)      \_\_\_\_\_ L.F.      \$ \_\_\_\_\_
- 3. Stormwater (\$300 + \$25 per acre or part thereof)      \_\_\_\_\_ Acre      \$ \_\_\_\_\_
- 4. Street/Alley/Parking (\$0.50 / L.F.C.L.)      \_\_\_\_\_ L.F.C.L.      \$ \_\_\_\_\_

**Dept. of Comm. & Econ. Devt. Review (per PAMC 3.70.070)**

- 1. SEPA Checklist (\$125)      \$ \_\_\_\_\_
- 2. Wetland Permit (\$350)      \$ \_\_\_\_\_
- 3. Other      \$ \_\_\_\_\_

**Other**

- 1. \_\_\_\_\_ \$ \_\_\_\_\_
- 2. \_\_\_\_\_ \$ \_\_\_\_\_
- 3. \_\_\_\_\_ \$ \_\_\_\_\_

**Total**      \$ \_\_\_\_\_