

# Fairfield Town

Utah County, Utah

## Grading Permit

Proposed Project Name: \_\_\_\_\_ Project Acreage: \_\_\_\_\_

Address of Proposed Project: \_\_\_\_\_

Name of Applicant or Authorized Agent(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Owner(s) (if other than the applicant): \_\_\_\_\_

(If more than one owner, attach additional information for each owner to this application)

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Owner's Signature of Authorized to file: \_\_\_\_\_

( if more than one owner, attach the signature of each owner to this application)

Name of Licensed Engineer: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### Application Submittal Procedures

- (1) Before any Grading Permit Application can be accepted, a Preliminary Subdivision for residential or Concept for commercial **MUST** be approved for the property.
- (2) The Applicant Needs to Submit the Application and then meet with the Planning Commission
- (3) The Applicant shall create an account and submit all required information electronically through the Fairfield Town Website
  - (a) The completed application and all other required information from the checklist are outlined below.
- (4) All fees need to be Paid at the time your application is submitted.

### Application Requirements

All engineering and/or surveying documents submitted for the Town to review shall be stamped by said engineer or land surveyor in accordance with the procedures of the Utah State Board for Professional Registration. If the submittal contains more than one sheet, the sheets shall be numbered in sequence and clearly indicated on each sheet. The following information, at a minimum, shall be included with the application. (additional information may be required)

**Follow carefully the checklist below** and **initial each item** as being completed, or put N/A if waived by staff or not applicable to the approval process:

\_\_\_\_\_ 1. A narrative outlining the project. The narrative must include a reason for the Grading is required. The narrative should also include the following.

- A) The amount of material to be moved and/or removed. Extractable volumes must also be provided in both bank cubic yards and loose cubic yards.
- B) The number of estimated total truck loads.
- C) The number of estimated daily trips/truck loads.
- D) A completion date.
- E) Temporary vegetation protection during the time of grading.
- F) Dust control measures.
- G) Traffic control plans.

\_\_\_\_\_ 2. A re-vegetation plan for any disturbed land, including slopes created by the grading and any vegetation that is to remain.

\_\_\_\_\_ 3. A general vicinity map of the proposed site.

\_\_\_\_\_ 4. A metes and bounds description of the proposed grading site that includes property limits and accurate contours of the existing ground.

\_\_\_\_\_ 5. A map of the subject area showing elevations or finished contours to be achieved by the grading, including representative depths of cuts/fills and any critical or sensitive lands. Plans should show existing and proposed grading contours but not show any proposed site improvements such as buildings, utility lines, curbs, asphalt, etc.

\_\_\_\_\_ 6. The main haul route and a secondary haul route are outlined and shown on the map.

\_\_\_\_\_ 7. A plan showing the locations of retaining walls in excess of four (4) feet.

\_\_\_\_\_ 8. Any required permits where grading is adjacent to a stream or watercourse.

\_\_\_\_\_ 9. A Storm Water Pollution Prevention Plan (SWAPP)

\_\_\_\_\_ 10. A Utah State Notice of Intent (NOI)

*\* Please note that once a grading permit has been approved by either the DRC (permits less than 10 acres) or Planning Commission/Town Council (permits greater than 10 acres), a reclamation bond will be required, and a pre-construction meeting must be scheduled before any work can commence.*

### **Applicant(S) Owner(S) Certification**

I (we) certify under penalty of perjury that this application and all information submitted as a part of this application be incorrect or untrue, I (we) the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I (we) understand that The Town of Fairfield may rescind any approval or take any other legal or appropriate action. I (we) also acknowledge that I (we) have reviewed the applicable sections of the Town of Fairfield Code and that items and checklists contained in this application are basic and minimum requirements only, and that other requirements may be imposed that are unique to individual projects or uses. I (we) also agree to allow the Staff, Planning Commission, Town Council, or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicants Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

---

**For Office Use Only**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

- ☐ TI permit completed: permit # \_\_\_\_\_ Date: \_\_\_\_\_  
By: \_\_\_\_\_
- ☐ Application fees paid
- ☐ Fire Inspection completed: Date \_\_\_\_\_ By: \_\_\_\_\_
- ☐ Fire Inspection fee paid
- ☐ Utah County Health Department Approval Number \_\_\_\_\_
- ☐ Zoning: \_\_\_\_\_
- ☐ Conditional Use Permit: \_\_\_\_\_ By: \_\_\_\_\_
- ☐ Planning Commission: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_
- Comments: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- ☐ Town Council: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_
- Comments: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- ☐ **Total Fees:** \_\_\_\_\_ **Paid:** \_\_\_\_\_
- ☐ **Check #:** \_\_\_\_\_
- ☐ **License #:** \_\_\_\_\_

---

Title

Signature

Date