



City of Greeley Grading Permit Application

Grading permit applications must be received a minimum of 10 business days prior to the start of grading operations

Application Date: _____

City Engineering and Design Review Representative: _____

Community Development Review #: _____

Site Name: _____

In the event grading begins before plans are signed, sealed, and approved by City, the applicant may be required to remove the work and undertake any corrective action at the applicant's expense. The Public Works Director or authorized designee may require changes at any time to meet the conditions set forth in City Code, Design Guides, or other regulatory document.

A permit is required if grading work is proposed on sites which are;

1. Sites having land disturbance activity including clearing, grading, and excavation activities that result in the disturbance of one (1) acre or more of total land area. Also, sites less than one (1) acre that are part of a larger common plan of development or sale.
2. Other sites not included in section (1) but, due to the nature of their topography or location, provide a potential for significant negative impact on the City's stormwater facilities, streets, or receiving basins.

The following documents must be completed for issuance of the grading permit:

1. An Erosion and Sediment Control Plan, signed and sealed in accordance with City of Greeley Ordinances and the City of Greeley's Storm Drainage Design Criteria and Construction Specifications Manual.
2. An approved Stormwater Management Plan, prepared in accordance with the requirements set forth within the latest Colorado Department of Health and the Environment Stormwater Discharges associated with Construction Activities Permit.

Permit Contact Information

Please fill in the following information. The Qualified Stormwater Manager will be the main contact for all Erosion Control on site. If the Qualified Stormwater Manager changes, please inform the Stormwater Division and update the approved SWMP. The responsibilities for the permit will be shared between the Property Owner and Contractor for grading activities, unless otherwise specified and approved in plans.

Applicant Information:

Company name:

Association with permittee:

City/State/Zip:

Phone Number:

Email:

Applicant Name:

Cell Number:

Property Owner Information:**Company name (or Owner name):**

City/State/Zip:

Phone Number:

Email:

Contact Name:

Cell Number:

Contractor Information:**Company name:**

City/State/Zip:

Phone Number:

Email:

Contact Name:

Cell Number:

Qualified Stormwater Manager**Name:**

Cell Number:

City/State/Zip:

Alternate Phone Number:

Email:

Project Information

Address/Approximate Site Location:

Description of Activities:

Dates of Construction (Start):

(End):

Size (in acres):

CDPHE permit #:

I (we), hereby, agree to be bound by the provisions of the City of Greeley Construction Specifications, the Greeley Municipal Code, the Manual on Uniform Traffic Control devices, and to such special conditions, restrictions, and regulations, as well as all applicable sales taxes as may be reasonably imposed by the City of Greeley. It is agreed that the undersigned will save the City harmless from all suits and damage resulting from the performance of the work.

This permit does not relieve the applicant of requirements of State of Colorado or Federal laws.
For Grading Inspections, please call (48-hours in advance) 350-4072 For all utility locates, call 1-800-922-1987

Owner Signature: _____ Date: _____

To be completed by City Representative**Submittal checklist:**

Fee paid (New: \$507.50 + \$25.38/acre; Reapplication: \$150/2 years)

SWMP and CSESCP approved

CDPHE Permit Number

Army Corps of Engineers 404 (if applicable)

CDPHE Fugitive Dust Control Permit (if applicable)

*****Beginning in 2023, Reinspection fees will be increased for Non-Compliant Construction Sites. A fine for a Notice of Violation (NOV) will also be implemented. More information to come.*****

Addendum to City of Greeley Grading Permit

Grading Permit Conditions/Requirements

1. Both the owner and operator directing the work are permitted to conduct grading operations.
2. The control measures (CMs) specified in the approved Construction Site Erosion and Sediment Control Plan (CSESCP) and Stormwater Management Plan (SWMP) must be implemented accordingly.
3. Prior to Land Grading Permit issuance, a pre-construction inspection meeting with a City Stormwater Quality Inspector is required. During this meeting, the Stormwater Quality Inspector will review installed CMs and ensure compliance with the approved CSESCP.
4. A Stop Work Order (SWO) will be issued if any land grading activities occur prior to the Land Grading Permit issuance.
5. Any changes to the CSESCP must be approved by the appropriate public works designee prior to implementation. The site's CSESCP must be updated as soon as site conditions or CMs change. Any changes to the SWMP must be approved the City of Greeley Stormwater Quality Administrator.
6. The master permit holder will be responsible for all erosion and sediment control measures until they notify the City that the land is being sold and there will be a subordinate permit. See the Transferability or Termination section of this document for further information.
7. Whenever a site is determined to be non-compliant, a reinspection fee of \$75 plus staff time will be assessed to the Land Grading Permit holder when the Compliance Inspection is performed.
8. If approved CMs are not sufficient to prevent potential discharges of pollutants, the Stormwater Quality Inspector may require additional CMs or Best Management Practices (BMPs).
9. New or substituted CMs must be as, or more, protective than the CMs on the approved plans. Substitutions must be requested and approved by the City's Stormwater Quality Unit.
10. Maintenance of CMs must occur at a minimum of what is specified on plans, or until CMs are at 50% capacity, whichever is more stringent.
11. Non-structural CMs must include appropriate documentation, such as written logs and/or photos (including street sweeping and site inspections).
12. Spills, including concrete wash water or fuel spills, must be cleaned up immediately.
13. The City may require maintenance and/or installation of CMs at any time, and specify the timeframe for the installation(s) and/or maintenance to be completed.
14. Site inspections must assess the effectiveness of control measures and be conducted regularly. The frequency may vary but should be no less than the frequency outlined in the approved SWMP.
15. Stormwater or authorized water discharges from the site may not cause noticeable change to water clarity, stream banks, or streambeds.

16. Stormwater discharges from the site may not clog, block, or otherwise impair the short term or long term functionality of permanent water quality control features or stormwater structures (private or public).
17. Stockpiles generated or used as a part of the activities covered under the permit, including off-site stockpiles, must be included in the CSESCP and total site area calculations. Any off-site stockpiles not included in the approved CSESCP and site area calculations will be considered unpermitted and in violation of the City of Greeley's Municipal Code - Title 12, Chapter 3, Section 12 – 189-206.
18. The Land Grading Permit is effective for two (2) years, unless a shorter construction timeframe is expected and is specified on the application. If grading activities will continue outside the timeframe specified on the application and is authorized by the permit, a re-application must be submitted at least ten (10) days prior to expiration of the permit.
19. The Land Grading Permit is only valid for the areas on the approved plans and paid for during the grading permit. If areas are disturbed outside of the approved plans or in excess of what has been paid for, a new permit application must be submitted.
20. If any provision of the Land Grading Permit is violated, the permit may be revoked and will have to be reapplied and paid for.

Transferability or Termination

This permit may not be transferred to a new owner or operator. If either the owner or operator changes, a new permit application must be submitted.

If parts of the project are sold with areas that have not been finally stabilized and meet the threshold to require a Land Grading Permit, then a Subordinate Land Grading Permit must be obtained.

If parts of the project are sold with areas that have not been finally stabilized and do not meet the threshold to require a Land Grading Permit, please provide the new owner with following information:

1. Activities on disturbed areas cannot discharge sediment to the street, off-site, storm sewers, or waterways.
2. The property owner(s) are responsible for proper maintenance, removal, and disposal of BMPs left on their property.
3. A violation of these conditions may result in fines or enforcement proceedings.