



Engineering
PO Box 850
500 Broadway
Eagle, CO 81631
(970) 328-3560
www.eaglecounty.us

GRADING PERMIT GENERAL INFORMATION AND APPLICATION CHECKLIST

This checklist must be filled out and submitted with the permit application. Permit application will not be deemed complete until the completed checklist is submitted.

Grading Permits: A grading permit application must be submitted for all grading conducted within unincorporated Eagle County.

Grading is any disturbance of soil and/or roadway materials (such as gravel or pavement) within Eagle County. All grading must comply with Appendix J of the 2015 International Building Code (IBC) and amendments to the 2015 IBC in the Eagle County Building Resolution as well as the Eagle County Land Use Regulations. Additional regulations that govern this work can be found in Articles 3 and 4 and Chapter 3 of the Eagle County Land Use Regulations ([http://www.eaglecounty.us/Planning/Land_Use/Land_Use_Regulations/.](http://www.eaglecounty.us/Planning/Land_Use/Land_Use_Regulations/))

The Department will issue a formal exemption to applications deemed exempt as per the International Building Code and Eagle County Land Use Regulations. No permit fees shall be collected for exempt grading permit applications.

Additional permits may be required in accordance with the Eagle County Regulations or by State or Federal Agencies. Proof of acquiring necessary permits is required prior to approval of a Grading Permit.

Permit Fees: Grading permit fees are divided into two parts: the plan review fee and the grading permit fee. A full explanation of permit fees can be found in Chapter 3 (Page 42) of the Eagle County Land Use Regulations. Please call (970) 328-3560 if you would like to determine permit fees prior to submittal.

All fees will be collected at the time of application submittal. An application is not complete until payment is made and all required application components have been provided to the Engineering Department. Please call (970) 328-3560 with questions.

Application Checklist: This Grading Permit Checklist is to be used as a reference for information that will be reviewed by the Engineering Department. Not all items are required for every permit and additional items may be required through the review process depending on scope. **Permit review does not begin until all required application materials are provided and the application is deemed complete.**

Please call (970) 328-3560 with questions.

Administrative Items

Item Included			
Yes	No	N/A	
			1. An application is not complete and will not be reviewed until permit fees are collected. Fees may be paid via check, cash, credit/debit card, or money order.
			2. A complete Grading Permit application
			3. Two copies of all plans, maps, and other submittal items
			4. Written scope of the project
			5. Vicinity Map: Attach a general vicinity map of the proposed site where work is to be performed. The vicinity map shall at a minimum show all adjacent parcels and existing roads, including road names. Vicinity map aerials may be procured from http://gismap.eaglecounty.us/GIS_View/ .
			6. Grading permits shall not be issued independently of a building permit for foundation preparation unless a building permit application is imminent (to be submitted within 30 days). If this permit application corresponds to a future building permit application, include a written statement of your intent to submit building permit application. The grading permit shall be rescinded if the building permit application is not submitted in the stated time frame.

Site Plan

Item Included			
Yes	No	N/A	
			1. Drawn to scale
			2. North arrow
			3. Sheet Index if multiple sheets
			4. Legend for linetypes and symbols if not clearly labeled on site plan
			5. Address of property
			6. Provide total disturbed acreage
			a. Colorado Department of Public Health & Environment (CDPHE) stormwater discharge permit required for all disturbance in excess of 1 acre
			b. Erosion and sediment control plans must be stamped by a licensed professional in the State of Colorado for all disturbance in excess of 1/2 acre (ECLURs Article 4-665)
			7. Dimensions of all proposed features
			8. Road names
			9. Depth of cut(s) and fill(s) including volume calculations
			a. Areas of clearing and grubbing are considered to have a depth of 2 inches
			10. Existing and proposed contours at a minimum of 2 foot intervals

Item Included		
Yes	No	N/A
		a. Existing topography may be obtained from the Eagle County GIS Department for a fee, call 970-328-3552
		11. Contour elevations labeled with respect to mean sea elevation
		12. Location of all proposed and existing building(s), structure(s), or retaining walls near the proposed grading and clearly labeled existing or proposed
		13. Location and dimensions of proposed soil and material stockpiles
		14. All bodies of water, including live streams, dimensions of the shortest distance from the water body to the work site, and stream and riparian setbacks (ECLURs Article 3-340.C.6)
		a. All work must be outside 75' stream setback or 100 year floodplain, whichever is more restrictive
		b. Army Corps of Engineers approval required for work to occur within public waters
		c. County Floodplain Development Permit required for work to occur within 100-year floodplain
		15. Property lines, easements, and public right-of-ways on or near the property labeled and dimensioned
		16. Site design maintains positive on-site drainage
		17. Any other features relevant to the proposed work
		18. Proposed slopes greater than 2:1 (50%) must be accompanied by a geotechnical report justifying a steeper slope as per IBC Appendix J
		19. Plans proposing grading in excess of 5,000 cubic yards (or as required by the IBC) must be stamped by a professional licensed in the State of Colorado, grading of any amount deemed engineered grading by the County Engineer shall require plans to be designed and stamped by a professional licensed in the state of Colorado (ECLURs Chapter 3.05.Z)
		20. Retaining walls 4 feet or greater in height and tiered retaining walls require a building permit (ECLURs Article 4-660.A.3.c)
		21. Berms taller than 8 feet (side or rear yard) or 3 feet (front yard) as measured from natural grade or longer than 150 feet will require the permittee to obtain a Finding of No Significant Impact (ECLURs Article 3-340.C.4)

Erosion and Sediment Control Plan

Item Included		
Yes	No	N/A
		1. Erosion and sediment control measures provided on site plan or separate plan
		2. Construction detail provided for each erosion and sediment control measure used
		a. CDOT Temporary Erosion and Sediment Control Standard Details may be used
		3. Description of seed mix to be used for revegetation of site