



DESCRIPTIONS OF SUBMITTAL REQUIREMENTS GRADING & EXCAVATING PERMIT

Application Form: Complete the form provided by Brian Head Town

Permit Fee: \$350 for single-family residential development
\$600 for multi-family residential, commercial & light industrial development
Additional bond may be required (see Security Agreement)

Written Description of the Proposed Grading & Excavating Activity: The applicant will provide a clear written description of the following --

- The grading, excavating, trenching, and clearing being proposed
- Timeframe in which work will be completed
- Equipment which will be used to conduct the operation
- Quantities to be removed from or brought to the site
- Plan for storage and disposal of materials
- Measures the applicant will take to mitigate erosion, noise, dust, smell, safety concerns and other potential nuisances during construction

Engineered Grading Plans: The applicant will provide professionally designed and stamped plans illustrating the following --

- Existing conditions, including:
 - Existing topography and vegetation
 - Previously disturbed areas
 - Areas showing signs of a history of landslide or erosion
- Proposed areas of disturbance
- Existing and proposed surface drainage flow patterns
- Location of existing and proposed utilities
- Proposed cuts with slope measurements and heights
- Proposed retaining walls with heights and lengths
 - Clearly show any tiering of walls with heights of each tier
 - Notes describing materials used for retaining walls
- Proposed storm drainage infrastructure

Site Restoration and Landscaping Plan: The applicant will provide a plan illustrating the following --

- All disturbed, undisturbed and landscaped areas
- Locations of walls, walkways, patios, fences, trees and other vegetation
 - Descriptions of materials used
- Specification of species, variety, number and size of trees and shrubs
- Description of restoration measures for remaining disturbed areas, including xeriscape and reseeded

Soils & Geology Report: A report drafted by a professional soils engineer detailing findings from a subsurface investigation. This is only required if it appears that there is a history of landslide or erosion that may be exacerbated by the proposed grading or filling.

Security Agreement: Complete the form provided by Brian Head Town. Town staff will specify the amount of required security, which may vary depending the complexity and scope of the project. Typical bond requirements are as follows:

- \$5,000 for grading without an approved building permit on a single-family residential lot
- \$5,000 for any work being done in the public right-of-way or connection to Town sewer or water system

Insurance Information: For any work undertaken by a private contractor in a Town right-of-way or connection to the Town sewer or water system, a copy of the contractor's insurance policy showing the following will be provided --

- \$1,000,000 coverage
- Brian Head Town named as additional insured