

CITY OF SCAPPOOSE FILL/GRADING PERMIT APPLICATION INSTRUCTIONS

- An on-site inspection shall be made by the appropriate city staff.
- The location, slope and amount of CUT/FILL will determine if the following will be required;
 - Plans- 3 copies; 1 of the 3 must not be larger than 11x17(our copy)
 - Specifications accompanied by a soils engineering report
 - Engineering geology report
 - DEQ 1200C Permit

All applications for a grading permit in the flood plain, flood fringe or flood way shall proceed through the Scappoose Planning Department.

NOTICE:

A SENSITIVE LANDS PERMIT & SEPARATE STATE PERMIT MAY BE REQUIRED FOR CUT/FILL IN OR NEAR WETLANDS OR WATERWAYS.

FOR FURTHER INFO, PLEASE CONTACT THE CITY ENGINEER @ (503) 543-7184

All contractors & subcontractors working within the City of Scappoose jurisdiction must obtain a CITY OF SCAPPOOSE BUSINESS LICENSE prior to work commencement. Portland Metro does NOT cover Scappoose. Applications can be picked up/paid at City Hall or go to; <https://www.scappoose.gov/cityhall/page/business-licenses>

ALL CONTRACTORS & SUBS MUST ALSO HAVE A VALID STATE OF OREGON CONTRACTORS LICENSE.

Failure to immediately notify the CITY of any changes of subcontractors and/or suppliers will result in the withholding of the occupancy permit and penalties under state and local statutes.

CONSTRUCTION WORK HOURS FOR CONTRACTORS (per SMC 9.12.040)

MONDAY - FRIDAY 7:00 AM - 7:00 PM
SATURDAY 9:00 AM - 4:00 PM
SUNDAY & HOLIDAYS NO WORK ALLOWED
 Holidays are New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving & Christmas.

GRADING PERMIT FEES					
Cubic yards			Base Fee	Add'l	Permit cost
0	to	50	\$100	0	\$100.00
51	to	1,000	\$100	\$50.00	\$150.00
1,001	to	2,000	\$100	\$50.00	\$200.00
2,001	to	3,000	\$100	\$50.00	\$250.00
3,001	to	4,000	\$100	\$50.00	\$300.00
4,001	to	5,000	\$100	\$50.00	\$350.00
5,001	to	6,000	\$100	\$50.00	\$400.00
6,001	to	7,000	\$100	\$50.00	\$450.00
7,001	to	8,000	\$100	\$50.00	\$500.00
8,001	to	9,000	\$100	\$50.00	\$550.00
9,001	to	10,000	\$100	\$50.00	\$600.00
10,001	to	11,000	\$650.00		\$650.00
11,001	to	12,000	\$650.00	\$40.00	\$690.00
12,001	to	13,000	\$650.00	\$40.00	\$730.00
13,001	to	14,000	\$650.00	\$40.00	\$770.00
14,001	to	15,000	\$650.00	\$40.00	\$810.00
15,001	and above		\$40.00 for each additional 1,000 CY		

CITY OF SCAPPOOSE

FILL/GRADING PERMIT APPLICATION

PERMIT NUMBER: _____ APPLICATION DATE: _____

PERMIT FEE: _____ RECEIPT #: _____
(See fee schedule below)

DATE ISSUED: _____

Fill Permit is void 90 days from approval date unless renewal request is approved by City.

SITE ADDRESS: _____

SITE TAX LOT #(s): _____

***NAME OF APPLICANT:** _____

Applicants Address: _____

Phone #: _____ Email: _____

***NAME OF PROPERTY OWNER:** _____

Owners Address: _____

Phone #: _____ Email: _____

***NAME OF GENERAL SITE CONTRACTOR:** _____

Contractor's Address: _____

Phone #: _____ Email: _____

Contractors State CCB#: _____ City of Scappoose Business License #: _____

Amount of Cut: _____ C.Y. Amount of Removal: _____ C.Y.

Amount of Fill: _____ C.Y. Material Source: _____

Proposed Start Date: _____ Proposed Ending Date: _____

GRADING ACTIVITY FOR WHICH THE PERMIT IS ISSUED (describe the present condition of the site, the type of fill intended, source of fill or disposal point for excavated material, compaction equipment proposed:

IS THIS INTENDED TO BE AN ENGINEERED FILL (will structures be constructed on the fill)?
YES ___ NO ___

IF YES, WHAT COMPACTION IS SPECIFIED? ___% T90 ___% T 180, other _____

PERMIT FEE IS BASED ON CUBIC YARDS (Cut/Fill);

0-50 Cubic Yards (CY) = \$ 100.00

51-10,000 Cubic Yards = \$ 100 plus \$ 50 for each additional 1,000 CY ABOVE 50 CY

10,001 – higher CY = \$ 650.00 plus \$ 40 for each addition 1,000 CY ABOVE 10,001 CY

SPECIAL APPROVAL CONDITIONS:

ENGINEERED PLANS REQUIRED: ____ YES ____ NO

SKETCH REQUIRED: ____ YES ____ NO

- ___ LOCATES (PHONE- 1-800-332-2344)
- ___ NOTIFY CITY ENGINEER BEFORE BEGINNING
- ___ INSPECTION REQUIRED – 503-543-7184
- ___ INSURANCE REQUIRED
- ___ BOND REQUIRED
- ___ COUNTY PERMIT ATTACHED & FEES PAID

ADDITIONAL CONDITIONS: _____

This permit is issued by the City of Scappoose and subject to the terms and provisions contained herein and attached hereto and is accepted and approved by applicant subject to said terms and provisions.

LOCATES (48 HOUR NOTICE PRIOR TO EXCAVATION)

Oregon law requires you to follow the rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through 952-001-0090. You may obtain the rules or more information at; www.callbeforeyoudig.org

UTILITY NOTIFICATION CENTER 1-800-332-2344

This permit is valid for 90 days from the date of issue. Permit valid until: _____
Please submit renewal requests to the City Engineer for approval, prior to expiration date.

SIGNATURE OF APPLICANT DATE

SIGNATURE OF CITY ENGINEER DATE