



101 West 8<sup>th</sup> Street  
Glenwood Springs, CO 81601  
Phone 970.384.6435  
www.cogs.us

**GRADING PERMIT**  
Permit Number: \_\_\_\_\_  
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Complete and return to [eng.permits@cogs.us](mailto:eng.permits@cogs.us). Permit requires a **five (5) business day** review for City Staff.

**Owner/Applicant/Contractor Information:**

Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ City Contractor's License #: \_\_\_\_\_

Contact: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

*The undersigned Applicant agrees to indemnify and hold harmless the City of Glenwood Springs, and its agents and employees from and against any and all claims, damages, losses, and expenses including reasonable attorneys' fees in case it shall be necessary to file an action arising out of performance of the work described herein, that is (a) bodily injury, illness, or death, or for property damage including loss of use, and (b) caused in whole or in part by applicant's negligent act or omission, or that of anyone employed by them or for whose acts contractor or subcontractor may be liable.*

**Owner/Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Grading Permits are required for any work that involves the movement of more than 50 cubic yards of soil or clearing more than 200 square feet of vegetation:**

Address or Parcel ID of property where work will occur: \_\_\_\_\_

Description of work: \_\_\_\_\_

Type of work:

Berm(s) \_\_\_\_\_ Trench(es) \_\_\_\_\_ Trail(s) \_\_\_\_\_ Underground Utilities \_\_\_\_\_ Pond(s) or other water diversions \_\_\_\_\_

Clearing/Grubbing \_\_\_\_\_ Site Grading \_\_\_\_\_ Other \_\_\_\_\_

Engineering Level of Review:  None  Minor  Major

Total acreage or square footage of disturbance: \_\_\_\_\_ Total cubic yards of material moved: \_\_\_\_\_

Will the project result in disturbance of  $\geq 1$  acre of land? \_\_\_\_\_

Attach a *State construction Stormwater Permit (SSWP)* if project results in disturbance of more than one (1) acre.

Estimated Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

Type of material to be moved or cleared on the property: \_\_\_\_\_

Material will be brought from: \_\_\_\_\_ Cleared material will be taken to: \_\_\_\_\_

- Contact Colorado 811 (1-800-922-1987) a minimum of forty-eight 48 hours in advance of grading.
- Attach a plan. Plan must include a north arrow, scale, street labels, address, dimensions and location of the disturbed areas (tied to permanent structure, property corner, or street corner), and location of all utilities.
- Grading Permit Fee: \$60

**Grading Permit General Requirements:**

**Office Use Only:**

Date Received: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Issued by: \_\_\_\_\_ Date Permit Closed: \_\_\_\_\_

1. Refer to the City of Glenwood Springs Municipal Code and Engineering Standards for design and code requirements. Neglecting to read the requirements of these documents does not preclude the fulfillment of said requirements.
2. Refer to the Engineering Standards Chapter 4 – Stormwater for Minor and Major Grading and Drainage Plan and Reports requirements.
3. All construction and backfilling will be done to City Standards.
4. It will be the contractor’s responsibility to notify all utility companies (1-800-922-1987) 48 hours in advance of grading.
5. Repairs to damaged existing utilities will be back charged to the contractor doing the excavation.
6. This permit shall be kept available on the job site for the duration of the work.
7. Work shall not be accepted by the City until all provisions are met by the contractor.
8. Contractors are required to maintain a current City license with proof of workman’s compensation and public liability and property damage insurance.
9. Excavations on private property shall comply with the International Plumbing Code and Chapter 18 and Appendix J of the International Building Code.
10. There permittee should contact all property owners that will be affected by construction and keep them apprised of schedule and progress.
11. If it is determined at a later date that the building will not be constructed, the applicant shall backfill, grade and revegetate the site prior to expiration of the permit (See IBC section 105.5 for expiration date).
12. If at any time it is determined the disturbance area must extend into the public right-of-way, the Engineering Department will be contacted at (970) 384-6435 to secure the appropriate permit and approval.

**Submittal of this permit does not guarantee approval of the grading permit.**

<u>Office Use Only</u>			
Grading Permit # _____		Special Provisions:	
<p><b>Contact the following City Departments as noted to request an inspection a minimum of seventy-two (72) hours in advance of commencement of work:</b></p> <p style="text-align: center;"> Engineering <input type="checkbox"/>    Water/Wastewater <input type="checkbox"/>    Electric <input type="checkbox"/>    Building Inspector <input type="checkbox"/> </p>			

This permit is issued with the specific understanding that it is subject to suspension or revocation for failure to comply with the terms and conditions of the Glenwood Springs Municipal Code. Representatives of the City of Glenwood Springs are authorized to inspect the site at any time.

<b><u>Engineering Department Permit Approval</u></b>	
Approved By: _____	
Signed: _____	

**Permits are not valid unless they are signed by the approving staff member.**

<u>Office Use Only:</u>				
Date Received: _____	Date Paid: _____	Date Issued: _____	Issued by: _____	Date Permit Closed: _____