

**City of Beaumont, Texas**  
**Grading Permit Information**

**General Information**

The permit application shall be signed by the property owner (or lessee) or his authorized representative and by the contractor (if applicable).

A Grading Permit authorizes a construction operator (Property Owner or Lessee) to conduct grading activities. The permit shall be displayed at the grading site. The Grading Permit must be obtained from the City Engineer at least two (2) working days prior to commencement of any grading and will not be issued if the applicant is in violation of any provision of the City Watershed Protection Ordinance. No grading for any purpose can take place prior to the date of commencement of grading as specified in the Grading Permit. Grading must be started no later than thirty (30) calendar days after the date of commencement of grading specified in the Grading Permit. If grading is not started within thirty (30) calendar days, the Grading Permit shall become void. Application for a change in the date of commencement of grading specified in a Grading Permit must be made at least two(2) working days prior to the date of the proposed change.

No grading can take place after the completion of the period of grading authorized by the Grading Permit. Application for a change in the date of completion of grading specified in a Grading Permit must be made at least two (2) working days prior to the date of the originally specified completion date or latest previously approved date of completion.

A Notice of Termination of Grading (NOTG) shall be submitted to the City Engineer by the operator at the completion of construction for any site for which a Grading Permit is required or issued. No grading activities can take place after the NOTG is submitted.

**Grading Plan**

Application for a Grading Permit shall require the submission of a Grading Plan to the City Engineer for review. The plan shall identify areas and types of grading proposed, and lands to be graded that will, after completion of grading activity, allow storm water penetration (soil/vegetated surfaces) or be impervious to storm water (concrete surfaces, building roofs, asphalt surfaces, other surfaces). The plan shall provide information as to how discharge of pollutants from the grading site will be minimized.

**Amendment to Grading Permit**

Amendments to a grading permit can be made by filing an Application for Amendment to Grading Permit.

**Exemptions to Grading Permit Requirement**

Certain parties and activities are exempt from the grading permit requirement. See the document entitled "Grading Permit Exemptions" for more information.

**City of Beaumont**  
**Grading Permit Application**  
**(Must be accompanied by a completed Grading Plan)**

Date: \_\_\_\_\_

**1. Property Owner or Lessee Information**

Owner  Lessee  Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Business Name: (if applicable) \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of On-site Representative: \_\_\_\_\_

On-site Representative Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**2. Contractor Information (Not required if the Owner/Lessee is to perform all work)**

Contractor: \_\_\_\_\_

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

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of On-site Representative: \_\_\_\_\_

On-site Representative Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**3. Grading Information**

Project Description: \_\_\_\_\_

Address or Location of Project: \_\_\_\_\_

Reason for grading: \_\_\_\_\_

Date grading will commence: (Must be completed) \_\_\_\_\_

Proposed date grading will be completed: \_\_\_\_\_

Site Dimensions: (Square Feet) \_\_\_\_\_

Total Area of Land Disturbance: (Square Feet/Acreage) \_\_\_\_\_

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

City of Beaumont Standard Grading Plan  
Grading Permit Number: \_\_\_\_\_

## City of Beaumont Grading Plan

A grading plan is required for all City of Beaumont grading permits. The plan describes required storm water quality protection activities that must occur at grading sites. These activities are as follows:

- Temporary erosion control measures
- Operational requirements
- Final stabilization of the site

### Temporary Erosion Control Measures

The grading plan must incorporate one or more of the following listed control measure options listed below. The combined use of control measures or the use of control measures not listed below is permissible if adequate technical information is attached to the grading plan that demonstrates equivalency. Each control measure selected must be added to the site map and clearly labeled. Please refer to Appendix A, "Specifications and Details" for a complete description and design criteria for each of the below listed control measures.

Check all methods you intend to employ to control erosion and tracking:

- 5' Vegetative Buffer Strips (Not suitable alone for projects that disturb land surface in excess of 1 acre)
- Silt Fence
- Hay Bales
- Inlet Protection
- Berms
- Grassy swales
- Rock Berm/Filter
- Equipment Wash Rack
- Stabilized Construction Site Exits
- Other controls (specify) \_\_\_\_\_

### Operational Requirements

- The site must be operated during all phases of construction so that all storm water quality control measures are properly installed and adequately maintained, and all sources of construction related pollutants are prevented from entering the City's storm drain system. (pollutants of concern: cement materials, lime, paint and paint products, materials containing heavy metals, masonry products, trash or other solid construction waste, other environmentally harmful materials).
- The site must be operated during all phases of construction in a fashion to reduce the tracking of materials such as soil, dirt or other sediment materials on the City's streets or storm drainage system.
- Existing grass or vegetation should be preserved where possible.
- Operators of concrete trucks are prohibited from allowing concrete washout or wash water to be discharged to the City's storm drain system.
- Stockpiled Materials (sand, clay, fill material, gravel, etc.) Must be stored in an orderly fashion well within the grading site boundary.
- Use sod, fast growing grasses (rye or millet grass) or other suitable means to temporarily prevent erosion in areas where disturbed soils remain exposed for more than 14 days and grading activities are suspended for that area.
- The discharge of excessive dirt or sediment from the grading site is prohibited.
- Adequate trash and construction debris containers must be maintained.
- The grading permit and associated site plan must be posted on the grading site until such time as construction has terminated and a Notice of Termination of Grading (NOTG) has been filed with the City Engineer.
- All grading plans must address all of the above operational requirements. Failure to comply with the above requirements will be a violation of the City's watershed protection ordinance enforceable by fines of up to \$2000.00 per day per violation.

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

City of Beaumont Standard Grading Plan  
Grading Permit Number: \_\_\_\_\_

### **Final Stabilization of the Site**

Check each type of site stabilization that will be used in the final stabilization of the site:

- Sod Strips: Grass and soil strips used to cover exposed soil surfaces.
- Permanent Seeding: Broadcasting or sowing grass seeds with the intention of covering the exposed soil surfaces. Seeding must include adequate watering to establish and maintain growth of grasses.
- Landscaping: Planting of decorative plants to enhance the appearance of structures.
- Impervious Surfaces: Concrete slabs, driveways, buildings or any other permanent structural ground cover that protects the underlying soil from erosion.

### **Final Stabilization Criteria**

- All grading activities must be complete.
- The site must be free of potential construction associated with pollutants.
- Earthen surfaces must be covered at least 70% by grass or other suitable vegetation to be considered stabilized.
- A Notice of Termination of Grading (NOTG) form must be completed and submitted by the City Engineer when the site is stabilized.

Please sketch the grading site in the space below and indicate the location of temporary erosion control measures:  
(Development Project Grading Plans must attach an approved Site Plan)