



City of Rowlett, Texas

**PART 1- MASS GRADING PERMIT APPLICATION**

FEE (\$200) RECEIPT NO. \_\_\_\_\_ DATE: \_\_\_\_\_

(Please Print in Ink)

PROJECT NAME OR REFERENCE: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

OWNER: \_\_\_\_\_ DAY PHONE: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ DAY PHONE: \_\_\_\_\_

SUBCONTRACTOR (If Used): \_\_\_\_\_ DAY PHONE: \_\_\_\_\_

JOB SUPERVISOR: \_\_\_\_\_ NIGHT PHONE: \_\_\_\_\_

PROJECT DESCRIPTION (Use separate sheets if necessary): \_\_\_\_\_ Total Land Area Being Affected: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SUBMIT TWO SETS OF LEGIBLE CONSTRUCTION PLANS, A LOCATION MAP, A COMPLETED APPLICATION WITH ATTACHMENTS BELOW, AND LETTER OF APPROVAL FROM ALL AFFECTED UTILITY COMPANIES.**

**REQUIRED SUPPORTING DOCUMENTATION:**

1. EROSION CONTROL PLAN
2. EPA NOTICE OF INTENT (NOI), IF REQUIRED.
3. TXDOT PERMIT, IF REQUIRED.
4. APPROVED TREE SURVEY/ PRESERVATION PLAN.
5. TREE REMOVAL PERMIT, IF REQUIRED.

**WORK AUTHORIZED BY THIS PERMIT SHALL BEGIN WITHIN FIFTEEN (15) DAYS FROM THE DATE ISSUED OR THE APPLICATION MUST BE RESUBMITTED.**

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

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

## PART 2 - CONDITIONS OF THE PERMIT

1. Contractor/Owner must comply with all State & Federal Laws, Local Ordinances, MS4 Permitting, TCEQ, O.S.H.A., and other applicable safety codes and assumes all related liability.
2. All existing trees and groundcover disturbed during construction shall be relocated or replaced at the sole cost and responsibility of the Contractor.
3. All projects shall include erosion control.
4. There shall be no dumping for profit allowed. Any dumping for profit shall be reported to TCEQ and state agencies.
5. Clean fill dirt only shall be placed on any property. No pipe, concrete, barrels, trash, construction materials, chemicals or contaminants, or trees shall be placed on any property from grading processes. Any illegal dumping shall be reported to the local authorities, EPA and TCEQ.
6. Contractor shall notify the **Development Services Engineering Division at 972-412-6138** at least 24 hours prior to construction. In case of emergency after normal working hours, notify the Rowlett Police Department at 972-412-6201.
7. All construction shall comply with City of Rowlett Construction Standards and 2012 International Building Codes.
8. This permit and accompanying construction plans shall remain at the job site at all times.
9. Allow five working days to process the permit application.
10. Call **Public Works at 972-463-3947** for water and sanitary sewer locates. No water and/or sewer line locates will be provided without an approved permit.
11. No trees may be removed or destroyed without obtaining a tree removal permit from the City of Rowlett Planning Department.

***I acknowledge and agree that the work as described herein shall conform to the CONDITIONS OF THE PERMIT as stated above and any additional requirements stated in the permit. I also give permission for City representatives to enter the property at all times for inspection purposes. (Initial here) \_\_\_\_\_***

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

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