



COMMUNITY DEVELOPMENT DEPARTMENT

Code Administration Division

129 North Second Street, 2nd Floor Yakima, Washington 98901

Phone (509) 575-6126 • Fax (509) 576-6576 Email: codes@yakimawa.gov

GRADING PERMIT APPLICATION PACKET

Grading Permits:

Grading Permits are required whenever cuts, fills or soil redistribution are proposed. Cuts are the removal of any earth materials by artificial means. Fills are the depositing of earth material by artificial means. Redistribution is the movement of earth material within property boundaries by artificial means. Grading work must comply with Appendix J of the International Building Code, 2018 Edition.

The purpose of a Grading Permit is to review the grading proposal **prior to any soil movement** to ensure that the work: 1) Complies with applicable Building Code requirements; 2) Meets engineered design standards; 3) Meets environmental requirements; 4) Does not negatively impact structures on the property or adjacent properties.

Other Potential Requirements:

- Please contact City Planning at 509-575-6183 or ask.planning@yakimawa.gov to confirm what/if any land use review/approval is required for your project. SEPA and/or Critical Area review/approval may be required prior to the issuance of your grading permit.
- If a project/development involves the clearing/grading of 1 acre or more, it will require a “Large Project–Stormwater Permit” (download here: <https://www.yakimawa.gov/services/codes/permits/>) - and an erosion control inspection must be performed prior to the issuance of the Grading Permit to confirm the site is in compliance with the TESC (Temporary Erosion Control & Sediment Control) plans.

Submittal Requirements:

1. A completed Grading Permit Application.
2. Two copies of general vicinity map.
3. Two copies of the site plan that contains information outlined on the City of Yakima Site Plan Checklist.
4. Two copies of detailed grading work proposal to include:
 - a. Existing contours and proposed contours;
 - b. Existing slopes and proposed slopes;
 - c. Drainage areas and estimated runoff of area served by drains;
 - d. Details of all surface and subsurface drainage devices, walls, cribbing, dams and other protective devices to be constructed with, or affected by, the proposed grading work, including any within adjacent City right-of-way; and
 - e. Geotechnical report prepared by a registered design professional containing the following:
 - 1) The nature and distribution of existing soils;
 - 2) Conclusions and recommendations for grading procedures;
 - 3) Soil design criteria for any structures or embankments required to accomplish the proposed grading;
 - 4) Slope stability studies, recommendations and conclusions regarding site geology;
 - 5) Copy of calculations of maximum cuts/fills; and
 - 6) Description of fill materials to be used and/or destination of materials to be removed.
5. Two copies of the Erosion Control Plan.



Grading Permit Application

Permit # _____

Site Address: _____ Parcel #: _____

Primary Contact Name: _____ Phone#: _____ Email _____

1. Is Property within the flood area? ☐ Yes ☐ No
2. Will temporary construction trailers be utilized? ☐ Yes ☐ No
3. Will 1 acre or more be cleared or graded? ☐ Yes ☐ No
4. Number of cubic yards to be graded: _____
5. Estimated cost of the work to be performed (materials and labor): \$ _____
(If cost of labor is not included, cost of materials will be doubled)

Description of Work

Contact Information

Applicant Name: _____ Applicant Address: _____

Phone #: _____ Email: _____ Alt. Phone: _____

Contractor Name: _____ Contractor Address: _____

Phone #: _____ Email: _____ Contractor License #: _____

Property Owner Name: _____ Owner Address: _____

Phone #: _____ Email: _____ Alt. Phone: _____

DECLARATION

I hereby certify that (please select one):

- ☐ I am a CONTRACTOR or SPECIALTY CONTRACTOR currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.
- ☐ I am an AUTHORIZED AGENT of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.
- ☐ I am EXEMPT from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit.

Signature

Print Name

Date