# LAND CLEARING, GRADING, OR FILLING PERMIT APPLICATION

<table>
<thead>
<tr>
<th>Application Date</th>
<th>Permit # &amp; GRD</th>
<th>Tax Parcel number(s)</th>
</tr>
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**Applicant / Franchise Holder**

**Mailing Address**

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Telephone #</th>
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**Contact Person**

<table>
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<tr>
<th>Telephone #</th>
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**Contract Person's Mailing Address**

<table>
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<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Telephone #</th>
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**Contractor (must be town business licensed)**

<table>
<thead>
<tr>
<th>WA State Contractor's Registration #</th>
<th>Telephone #</th>
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**Location / description of project (must include street address, legal description, and zoning designation)**

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**Is project within 200 feet of the shoreline?**

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<tr>
<th>Yes</th>
<th>No</th>
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Applicant must submit a site plan to be accompanied by a topography map for Town approval. Site plan to include: 1) Lot size and shape, 2) All buildings, 3) Structures, roads, and property lines, 4) Existing and new utilities, 5) Show water, sewer, and storm drainage.

This permit authorizes grading, filling and land clearing subject to the provisions of the Town of Friday Harbor's Storm Water Technical Manual. Best management practices as outlined in the Manual are to be followed. Additional permits will be required for any burning, grinding or blasting.

I, the undersigned, have read and understood the attached, and agree to follow all instructions, procedures, and conditions stated herein.

**Applicant's Signature:** ____________________________ **Date** ____________________________

**Town Approval By:** ____________________________ **Date** ____________________________

**Grading Permit Fee** $________

**Plan Check Fee** $________

**State Surcharge Fee** $________

**Total Yardage** ____________________________

**Total Permit Fee** $________

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001.000.000.322 11.00.00

rev. 12/7/2012
### PRELIMINARY CHECKLIST

1. Property size (lot dimensions & area).

2. Total percent (%) land area to be altered.

3. Amount of fill to be utilized, including excavation, placement, and location of removed fill.

4. Specify the proposed change in elevation, how much land will be affected, method of compaction of fill, and where the fill is to be placed in relation to the site.

5. Existing vegetation on the site. (types of plant materials, size of trees (caliper), etc.)

6. Description of vegetation to be removed. (including percent (%) of site and where located)

7. Will the project result in a change in absorption rates, drainage patterns, or increase the amount and/or rate of runoff over and off the site?

   - [ ] YES
   - [ ] NO

   If yes, please explain.
8. Is the property currently served by storm drainage facilities?
   □ YES        If yes, open ditch or pipe?
   □ NO

9. Does the land lie such that surface runoff will be outletted through adjacent private properties?
   □ YES
   □ NO

10. Will the project extend within twenty (20) feet of adjacent property?
    □ YES
    □ NO

11. Will the exposed earth surfaces be re-vegetated as part of the project?
    □ YES
    □ NO

12. Is the land clearing, grading, or filling activity requisite to construction?
    □ YES        If yes, what type of building (s) is proposed?
    □ NO        If residential, what is the anticipated density?

13. How long will the land be exposed in a cleared manner prior to re-vegetation of the site?
    □ Under 30 days    □ Between 30 – 45 days
    □ Between 45 – 60 days    □ Over 60 days

14. Will the proposal be accomplished between June 1st and October 1st (the dry season)?
    □ YES
    □ NO        If no, during what months will the proposed activity take place?
15. Will the land clearing, grading, or filling activity be located within 200 feet of a stream or other bodies of water?
   □ YES   If yes, within how many feet at closest point? ____________
   □ NO    Indicate whether body of water is intermittent or perennial.

16. What is the percentage of slope of dominant slopes on the project site?
   □ 0 – 5%    □ 6 – 15%
   □ 16 – 30%  □ 30 + %

17. What are the approximate lengths of the slopes?
   □ 0 – 200 feet □ 201 – 400 feet
   □ 401 – 600 feet □ 601 + feet

18. What are the approximate lengths of exposed slopes?
   □ 0 – 200 feet    □ 201 – 400 feet
   □ 401 – 600 feet  □ 601 + feet

19. Are there any springs on the site?
   □ YES   If yes, please approximate how many. _________________
   □ NO

I hereby apply for a permit to do the work indicated and acknowledge that I have read this application and certify that the information furnished by me is true and correct and agree to comply with all ordinances and state laws regarding land clearing, grading, or filling.

SIGNATURE OF APPLICANT ______________________ DATE ____________
Town of Friday Harbor
PO Box 219 / Friday Harbor / WA / 98250
(360) 378-2810 / fax (360) 378-5339 / www.fridayharbor.org

UTILITY CHECKLIST

Legal Owner: ____________________________________________
Job Address: ____________________________________________
Tax Parcel Number of Job Address: __________________________

The following utility companies shall be contacted prior to a Building Permit being issued by the Town of Friday Harbor. It is further understood that said utility companies will sign off on behalf of their company and indicate in the remarks section any problems, if any, and if utility costs have been paid.

Orcas Power & Light Company: ____________________________
376-3550
1034 Guard Street
Remarks: ________________________________________________
Signature of Authorized Representative

CenturyLink: ____________________________________________
378-1531
50 Second St
Remarks: ________________________________________________
Signature of Authorized Representative

Zito LLC (Cable Service): _________________________________
378-4661
Remarks: ________________________________________________
Signature of Authorized Representative

Town of Friday Harbor: _________________________________
378-2154 (Water & Sewer)
425 Marguerite Place
Remarks: ________________________________________________
Signature of Authorized Representative

I certify I have contacted the above utility companies and have paid the appropriate fees if necessary.

______________________________________________________
Signature of Property Owner / Authorized Agent  Date

Town of Friday Harbor Street Improvements:
I certify in accordance with current Town Ordinances if a condition of a construction application calls for street, and/or curb, gutter and sidewalk improvements, said land improvements will be secured or accomplished prior to the issuance of that permit.

______________________________________________________
Signature of Property Owner / Authorized Agent  Date
Section 7. Large Parcel Approval Standards.

7.03 Large Parcel Erosion and Sediment Control Plan applicability.
A. The following new development shall be required to control erosion and sediment during construction, to permanently stabilize soil exposed during construction, and to comply with Large Parcel Requirements 1 through 11:
   1. All new development that includes the creation or addition of 5,000 sq ft, or greater, of new impervious surface area shall comply.
   2. Land disturbing activities of one acre or greater.
B. Compliance shall be demonstrated through the implementation of an approved Stormwater Site Plan consisting of a Large Parcel ESC Plan and a PSQC Plan as appropriate. Information concerning the preparation of a Large Parcel ESC Plan and PSQC Plan is contained in the DOE Manual.

7.04 Large Parcel Minimum Requirements.
7.04.1 Large Parcel Requirement No. 1 – Erosion and sediment control.
A. All exposed and unworked soils shall be stabilized by suitable application of BMPs from October 1st to April 20th; no soils shall remain unstabilized for more than 2 days. From May 1st to September 30th; no soils shall remain unstabilized for more than 7 days. Prior to leaving the site, stormwater runoff shall pass through a sediment pond or sediment trap, or other appropriate BMPs.
B. In the field, mark clearing limits and/or any easements, setbacks, sensitive/critical areas and their buffers, trees and drainage courses.
C. Properties adjacent to the project site shall be protected from sediment deposition.
D. Sediment ponds and traps, perimeter dikes, sediment barriers, and other BMPs intended to trap sediment on-site shall be constructed as a first step in grading. These BMPs shall be functional before land disturbing activities take place. Earthen structures such as dam, dikes, and diversions shall be seeded and mulched according to the timing indicated in Requirement No. 1.
E. Cut and fill slopes shall be designated and constructed in a manner that will minimize erosion.
F. Properties and waterways downstream from the development site shall be protected from erosion due to increases in the volume, velocity, and peak flow rate of stormwater runoff from the project site.
G. All temporary on-site conveyance channels shall be designed, constructed, and stabilized to prevent erosion from the expected velocity of flow from a 2 year, 24-hour frequency storm for the developed condition. Stabilization adequate to prevent erosion of outlets, adjacent streambanks, slopes and downstream reaches shall be provided at the outlets of all conveyance systems.
H. All storm drain inlets made operable during construction shall be protected so that stormwater runoff shall not enter the conveyance system without first being filtered or otherwise treated to remove sediment.
I. The construction of underground utility lines shall be subject to the following criteria:
   1. Where feasible, no more than 200 feet of trench shall be opened at one time.
   2. Where consistent with safety and space considerations, excavated material shall be placed on the uphill side of the trenches.
   3. Trench dewatering devices shall discharge into a sediment trap or sediment pond.
J. Whenever construction vehicle access routes intersect paved roads, provisions must be made to minimize the transport of sediment (mud) onto the paved road. If sediment is transported onto a road surface, the roads shall be cleaned thoroughly at the end of each day. Sediment shall be removed.
from roads by shoveling, or sweeping and be transported to a controlled sediment disposal area. Street washing shall be allowed only after sediment is removed in this manner.

K. All temporary erosion and sediment control BMPs shall be removed within 30 days after final site stabilization is achieved or after the temporary BMPs are no longer needed. Trapped sediment shall be removed or stabilized on site. Disturbed soil areas resulting from removal shall be permanently stabilized.

L. Dewatering devices shall discharge into a sediment trap or sediment pond.

M. All pollutants other than sediment that occur on-site during construction shall be handled and disposed of in a manner that does not cause contamination of stormwater.

N. All temporary and permanent erosion and sediment control BMPs shall be maintained and repaired as needed to assure continued performance of their intended function. All maintenance and repair shall be conducted in accordance with the DOE Manual.

O. Performance bonding, or other appropriate financial instruments, shall be required for all projects to ensure compliance with the approved erosion and sediment control plan.

7.04.2 Large Parcel Requirement No. 2 – Preservation of Natural Drainage Systems.
A. Natural drainage patterns shall be maintained, and discharges from the site shall occur at the natural location, to the maximum extent practicable.

7.04.3 Large Parcel Requirement No. 3 – Source Control of Pollution.
A. Source control BMP's shall be applied to all projects to the maximum extent practicable. Source control BMP's shall be selected, designed, and maintained according to the DOE Manual.
B. An adopted and implemented basin plan (Requirement No. 9) may be used to develop source control requirements that are tailored to a specific basin, however, in all circumstances, source control BMPs shall be required for all sites.

7.04.4 Large Parcel Requirement No. 4 – Run Off Treatment BMPs.
A. All projects shall provide permanent treatment of stormwater. Treatment BMPs shall be sized to capture and treat the water quality design storm, defined as the 6-month, 24-hour return period storm. The first priority for treatment shall be to infiltrate as much as possible of the water quality design storm, only if site conditions are appropriate and groundwater quality will not be impaired. Direct discharge of untreated stormwater to groundwater is prohibited. All treatment BMPs shall be selected, designed, and maintained according to the DOE Manual.
B. Stormwater treatment BMPs shall not be built within a structural vegetated buffer, except for necessary conveyance systems as approved by the Town.
C. An adopted and implemented basin plan (Requirement No. 9) may be used to develop runoff treatment requirements that are tailored to a specific basin.

7.04.05-11 Additional Large Parcel Requirements.
NOTICE

IF YOUR PROJECT DISTURBS ONE OR MORE ACRES,
YOU MUST OBTAIN A "CONSTRUCTION STORMWATER GENERAL PERMIT"
FROM THE DEPARTMENT OF ECOLOGY
1440 10TH ST STE#102
BELLINGHAM, WA 98225
1-360-715-5200

The Construction Stormwater General Permit must be in place before submittal of applications to The Town of Friday Harbor
PLAN VIEW
(GRAVEL NOT SHOWN)

SECTION A-A

PERMANENT SEDIMENT TRAP FOR
PRESETTLING BASIN

TOWN OF FRIDAY HARBOR
PERMANENT SEDIMENT TRAP FOR
PRESETTLING BASIN

APPROVED:  C. H.  1/16/97
TOWN ADMINISTRATOR DATE

DATE:  1/16/97  DRWN:  L.T.  CHK:  T.N.

SCALE:  NO SCALE
PLACEMENT OF TEMPORARY SEDIMENTATION POND BAFFLES

N.T.S.

IF RISER (OUTLET) IS PLACED HERE NO BAFFLE IS REQUIRED

RISER (OUTLET) HERE IS IN VERY POOR LOCATION: BAFFLE IS REQUIRED

IN THIS CASE IT IS IMPORTANT TO PLACE BAFFLE SO THAT L1 = L2

ELEVATION OF RISER CREST

POSTS 4" SQ. OR 5" Ø ROUND MIN SET AT LEAST 3' INTO GROUND

SHEETS OF PLYWOOD 4' x 8' x 1/2" EXTERIOR PLYWOOD OR EQUIVALENT

TOWN OF FRIDAY HARBOR

PLACEMENT OF TEMPORARY SEDIMENTATION POND BAFFLES - SCHEMATIC

APPROVED:

TOWN ADMINISTRATOR DATE 1/16/97

DWG. NO. 5-26

DATE: 1/16/97 DRWN: L.T. CHKD: T.N. SCALE: NO SCALE
FILTER FABRIC FENCE DETAIL

FILTER FABRIC MATERIAL IN CONTINUOUS ROLLS
USE STAPLES OR WIRE RINGS TO ATTACH FABRIC TO WIRE

WIRE MESH SUPPORT FENCE FOR FILTER FABRIC

GROUND SURFACE

BURY BOTTOM OF FILTER MATERIAL IN 8'x12' TRENCH

2"x2" WOOD POSTS. STANDARD OR BETTER OR EQUIVALENT

WIRE MESH SUPPORT FENCE (TO BE LOCATED ON THE DOWNHILL SIDE OF THE FILTER FABRIC)

FILTER FABRIC MATERIAL

PROVIDE WASHED GRAVEL BACKFILL 3/4" - 3" IN TRENCH AND ON BOTH SIDES OF FILTER FENCE FABRIC ON THE SURFACE

BURY BOTTOM OF FILTER MATERIAL IN 8'x12' TRENCH

2"x2"x5' WOOD POSTS. STANDARD OR BETTER OR EQUIVALENT

TOWN OF FRIDAY HARBOR

FILTER FABRIC FENCE DETAIL

N.T.S.

APPROVED:

TOWN ADMINISTRATOR DATE

1/16/97

WDG. NO.

5-27

DATE:

1/16/97

DRWN:

L.T.

CHKD:

T.N.

SCALE:

NO SCALE
Point "A" should be higher than point "B".

Proper placement of straw bale barrier in drainage way:
- Anchor first stake towards previously laid bale.
- Wire tie on bale.
- Wedge loose straw between bales - see note.
- 2 rebars steel pickets or 2"x2" stakes 18" to 24" in the ground.

Straw and Hay Bale Barrier

Note:
Wedge a flat shovel or pick between the bales and mix the straw together to prevent the water from flowing freely between the bales.

Town of Friday Harbor
Straw and Hay Bale Barriers - Schematic

Approved: C. King 1/16/97
Town Administrator 1/16/97
Drawn: L.T.
Checked: T.N.
Scale: No scale

Dwg. No. 5-28
SHEET FLOW

BALES OF STRAW STaked DOWN

PLAN

SINGLE ROW OF BALES OF STRAW TO BE PLACED PRIOR TO THE START OF ROUGH GRADING

KEY BALE 4" MIN. DEPTH INTO NATIVE SOIL FILTERED RUNOFF

SEDIMENT LADEN RUNOFF

COMPACTED SOIL TO PREVENT SLIPPING/PIPING

12" MIN.

18" - 24.5" MIN.

CROSS-SECTION OF A PROPERLY INSTALLED STRAW BALE

STRAW AND HAY BALE BARRIERS

TOWN OF FRIDAY HARBOR

STRAW AND HAY BALE BARRIERS

N.T.S.

TOWN ADMINISTRATOR DATE

APPROVED: 1/16/97 L.T.  T.N.  SCALE: NO SCALE

DRAWN: 1/16/97  DWG. NO.  5-29
FILTER FABRIC DRAPED OVER BRUSH PILE AND SECURED IN TRENCH WITH COMPACTED BACKFILL.

ANCHOR DOWNHILL EDGE OF BRUSH BARRIER WITH TWINE FASTENED TO FABRIC AND STAKES.

VEGETATIVE DEBRIS/BRUSH PILED UNIFORMLY IN ROW TO FORM BARRIER.

6"x6" (MIN.) TRENCH BACKFILLED WITH NATIVE MATERIAL ALONG UPHILL EDGE OF BRUSH BARRIER.

BRUSH BARRIER
N.T.S.

TOWN OF FRIDAY HARBOR

<table>
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<th>BRUSH BARRIER – SCHEMATIC</th>
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<tbody>
<tr>
<td>APPROVED:</td>
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<tr>
<td>C. Kaine, 1/16/97</td>
</tr>
<tr>
<td>TOWN ADMINISTRATOR DATE</td>
</tr>
<tr>
<td>5-30</td>
</tr>
<tr>
<td>DATE:</td>
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<tr>
<td>1/16/97</td>
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<tr>
<td>DRWN:</td>
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<td>L.T.</td>
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<td>CHK'D:</td>
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<td>SCALE:</td>
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<td>NO SCALE</td>
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GRAVEL FILTER BERM

NOTE:
MAXIMUM DRAINAGE AREA
TO BERM IS 5 ACRES

3/4" - 3" WELL GRADED
GRAVEL OR CRUSHED ROCK

CROSS SECTION OF GRAVEL FILTER BERM

TOWN OF FRIDAY HARBOR

GRAVEL FILTER BERM

APPROVED:

TOWN ADMINISTRATOR DATE

DWG. NO.

DATE: 1/16/97 DRWN: L.T. CHKD: T.N. SCALE: NO SCALE
1) WHEN SANDBAG IS FILLED WITH COARSE GRADE SAND MATERIAL, THE OPEN END SHOULD BE STAPLED OR TIED WITH NYLON OR POLY CORD. THE WEIGHT SHALL BE 90 – 125 LBS.

2) SANDBAGS SHOULD BE STACKED IN AT LEAST THREE VERTICAL ROWS ABUTTING EACH OTHER, AND IN STAGGERED ARRANGEMENT. (REFER TO FRONT VIEW).

3) THE BASE OF THE BERM SHOULD BE AT LEAST 3 SANDBAGS DEEP AND CAN BE REDUCED TO 2 AND 1 BAG IN THE SECOND AND THIRD ROWS RESPECTIVELY. (REFER TO CROSS SECTION).