Town of Friday Harbor
PO Box 219 / Friday Harbor / WA / 98250
(360) 378-2810 / fax (360) 378-5339 / www.fridayharbor.org

LAND CLEARING, GRADING, OR FILLING PERMIT APPLICATION

APPLICATION DATE _____ GRD No._____

APPLICANT/FRANCHISE HOLDER _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____ TELEPHONE _____

CONTACT PERSON _____ TELEPHONE _____

MAILING ADDRESS _____ EMAIL ADDRESS _____

CONTRACTOR NAME (MUST BE STATE & TOWN LICENSED)_____

WA STATE CONTRACTOR'S REGISTRATION # _____ UBI#_____

IS PROJECT WITHIN 200 FEET OF THE SHORELINE? ☐ YES ☐ NO

LOCATION/DESCRIPTION OF PROJECT (MUST INCLUDE TAX PARCEL #, STREET ADDRESS, LEGAL DESCRIPTION, AND ZONING DESIGNATION)

_____

_____

_____

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 AND ROADS AND PROPERTY LINES, 4) EXISTING AND NEW UTILITIES, 5) SHOW WATER, SEWER, & STORM DRAINAGE.

THIS PERMIT AUTHORIZES LAND CLEARING, GRADING, AND FILLING ON PROPERTY OWNED BY THE APPLICANT AND NOT WITHIN THE PUBLIC RIGHT OF WAY. THIS IS NOT A PERMIT FOR FOUNDATION CONSTRUCTION. ALL WORK IS SUBJECT TO THE PROVISIONS OF THE TOWN OF FRIDAY HARBOR STORM WATER TECHNICAL MANUAL. BEST MANAGEMENT PRACTICES AS OUTLINED IN THE MANUAL ARE TO BE FOLLOWED. ADDITIONAL PERMITS WILL BE REQURED FOR ANY BURNING, GRINDING, ROCK HAMMERING, OR BLASTING.

The undersigned has read, understands, and agrees to follow all instructions, procedures, and conditions stated herein.

SIGNATURE OF APPLICANT: _____ DATE _____

TOWN APPROVAL BY: _____ DATE: _____

Grading Permit Fee $_____ Total Yardage_____
Plan Check Fee $_____
State Surcharge Fee $_____
Total Permit Fee $_____

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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 If yes, please explain. _____

☐ NO _____

_____

_____

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 If no, during what months will the proposed activity take place?

☐ NO _____

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 certify that I have contacted WA One Call. Ticket #

Signature of Property Owner / Authorized Agent

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 _____

ATTACHMENT 6.1

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STORMWATER WORKSHEET

DETERMINING STORMWATER MANAGEMENT REQUIREMENTS: This Stormwater Worksheet should be completed and submitted with a site plan. The worksheet will determine whether a Stormwater Site Plan is required in conjunction with a building permit application or other land use approval application that involves stormwater review. The basic information will also be helpful for completing a Stormwater Site Plan, if required.

PARCEL # _____ PROJECT/APPLICANT NAME: _____

Size of parcel _____ acres Size of parcel in square feet 0 _____ ft^2

LAND DISTURBING ACTIVITY, CONVERSION OF NATIVE VEGETATION, AND VOLUME OF CUT/FILL

Calculate the total area to be cleared, graded, filled, excavated, and/or compacted for proposed development project. Include in this calculation the area to be cleared for:

Construction site for structures _____ ft^2

Drainfield, septic tank, etc. _____ ft^2

Well, utilities, etc. _____ ft^2

Driveway, parking, roads, etc. _____ ft^2

Lawn, landscaping, etc. _____ ft^2

Other compacted surface, etc. _____ ft^2

Temporary construction area on site _____ ft^2

Temporary construction area off site _____ ft^2

Total Land Disturbance 0 _____ ft^2

Answer the following two questions related to conversion of native vegetation:

Does the project convert 3/4 acres or more of native vegetation to lawn or landscaped areas?

☐ **Yes** ☐ **No**

Does the project convert 2-1/2 acres or more of native vegetation to pasture?

☐ **Yes** ☐ **No**

Indicate Total Volumes of Proposed:

Cut _____ **Fill** _____ **(cy)**

Definitions:

ft^2 **-** square feet

cy **-** cubic yard, 1 cubic yard = 27 cubic feet

1 acre **=** 43,560 ft^2

Land-disturbing activity is any activity that results in movement of earth, or a change in the existing soil cover (both vegetative and non-vegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to clearing, grading, filling, excavation, and compaction associated with stabilization of structures and road construction.

Native vegetation is vegetation comprised of plant species, other than noxious weeds, which reasonably could have been expected to naturally occur on the site. Examples include species such as Douglas fir, western hemlock, western red cedar, alder, big-leaf maple, and vine maple; shrubs such as willow, elderberry, salmonberry, and salal; herbaceous plants such as sword fern, foam flower, and fireweed.

STORMWATER CALCULATIONS – IMPERVIOUS SURFACE

Impervious surface is a hard surface that either prevents or slows the entry of water into the soil as under natural conditions prior to development. A hard surface area which causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled, macadam or other surfaces which similarly impede the natural infiltration of stormwater.

NEW		**EXISTING**	
Structures (all roof area)	_____ ft²	Structures (all roof area)	_____ ft²
Sidewalks	_____ ft²	Sidewalks	_____ ft²
Patios	_____ ft²	Patios	_____ ft²
Solid Decks (without infiltration below)	_____ ft	Solid Decks (without infiltration below)	_____ ft²
Driveway, parking, roads, etc.	_____ ft²	Driveway, parking, roads, etc.	_____ ft²
Other	_____ ft²	Other	_____ ft²
Total New	0 ft²	**Total *Existing***	0 ft²

TOTAL NEW + TOTAL EXISTING* 0 ft² *This amount will be used to check total lot coverage.

DEVELOPMENT v. REDEVELOPMENT

Divide the total *existing* impervious surface above by the size of the parcel and convert to a percentage. 0%

→ Does the site have >35% or more existing impervious surface?

→ no

The proposal is considered **new development**. Answer questions in **Figure 1-3.1 Flow Chart for New Development** to determine project size **(next page).**

yes

The proposal is considered **redevelopment** Answer questions in **Figure 1-3.2. Flow Chart for Redevelopment** to determine project size **(next page).**

Projects that must comply only with Minimum Requirement #2, Construction Stormwater Pollution Prevention, shall submit the Small Project Certification. The proponent is responsible for employing the 12 Elements to control erosion and prevent sediment and other pollutants from leaving the site during the construction phase of the project.

APPLICANT SIGNATURE By signing the Stormwater Calculation Worksheet, I as the applicant/owner attest that the information provided herein is true and correct to the best of my knowledge. I also certify that this application is being made with the full knowledge and consent of all owners of the affected property.

_____ (LANDOWNER OR AUTHORIZED REPRESENTATIVE SIGNATURE)

_____ (DATE)

Figure I-3.1: Flow Chart for Determining Requirements for New Development

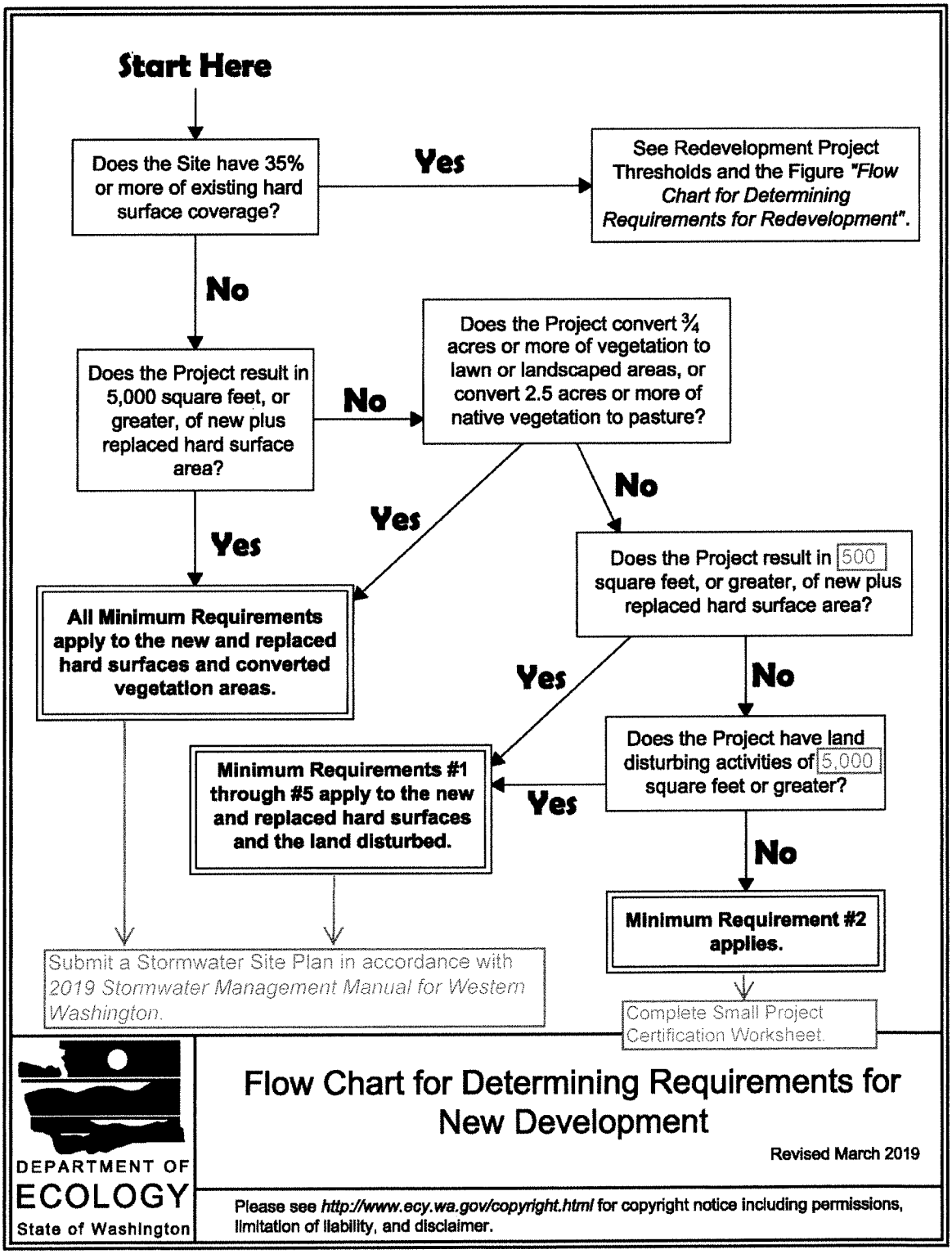
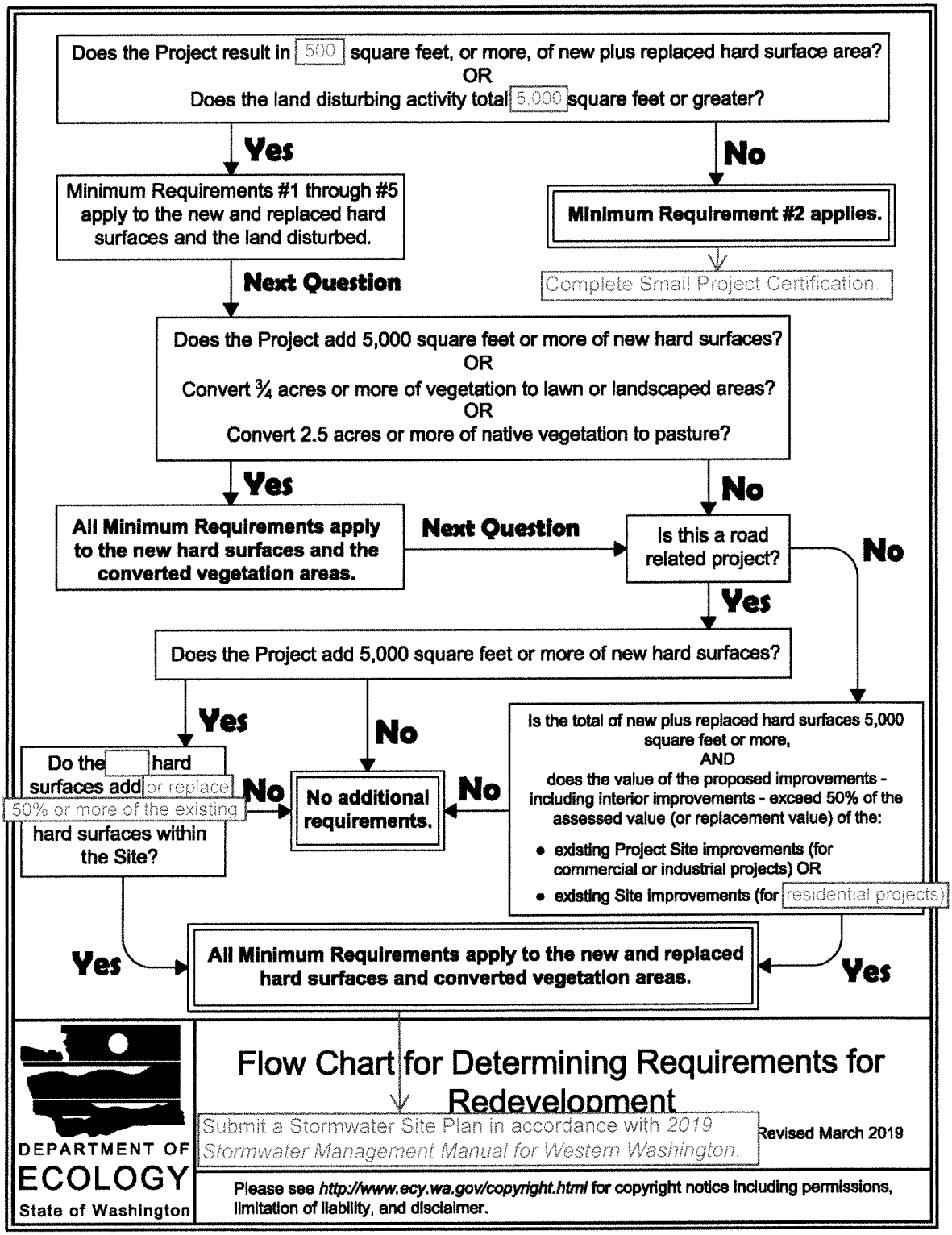


Figure I-3.2: Flow Chart for Determining Requirements for Redevelopment



ATTACHMENT 6.2

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Small Project Certification

This certification may only be used if you answer yes to all of the questions below (check yes or no). Otherwise, a submittal prepared by a licensed engineer may be required.

yes	no	Permanent and temporary drainage on site is designed to divert stormwater away from my on-site septic system or any neighboring on-site septic system.
yes	no	My project will not create a nuisance by allowing or causing flooding to occur on private property that is likely to or does result in damage to persons or property.
yes	no	My project will not discharge stormwater runoff into a critical area (including but not limited to: geohazard area or its 30-foot buffer, wetland or Fish and Wildlife Habitat Conservation Area).
yes	no	My proposal is a small project, which means it will create less than 2,000 square feet of new, replaced, or new-plus-replaced impervious surface area, and has less than 7,000 square feet of land-disturbing activities as defined on the Stormwater Worksheet.

I understand that my project must comply with Minimum Requirement #2 in the Department of Ecology *2019 Stormwater Management Manual for Western Washington* as amended. I have read the Construction Stormwater Pollution Prevention Fact Sheet and will implement Best Management Practices (BMPs) as applicable to my project.

Applicant Signature

By signing the small project certification, I as the applicant/owner attest that the information provided herein is true and correct to the best of my knowledge.

(landowner or authorized representative signature)	(date)