



Grading & Land Alteration Permit Application

Land Alteration Regulations codified in North Little Rock Municipal Code require persons proposing to engage in clearing, harvesting, filling, cutting, quarrying, construction or similar activities to apply for a permit. To obtain the permit, known as a grading permit, applicants must fully complete and submit this form to the City Engineering Department to initiate grading permit processing.

I PROJECT IDENTIFICATION

Name of Project: _____

Address: _____

Description: _____

II. APPLICANT INFORMATION

The applicant shall be the "responsible party" for compliance with the Land Alteration Regulations and this grading permit. The applicant may be either the contractor, developer, property owner or other person who is engaged in the land alteration activity.

Applicant: _____ Phone #: _____

Applicant's Company: _____

Applicants Address: _____

III. PERMIT CRITERIA (Grading permits are required only when the activity meets threshold conditions and no exemption applies)

A. EXEMPTIONS (No grading permit required)

Check if
Applicable

Work performed due to an emergency or a repair to protect public health, safety and welfare: _____

Mining operations regulated by the Arkansas Open Cut Lane Reclamation Act (ACA § 15-57-301): _____

B. THRESHOLD CONDITIONS

APPROVALS

Check the below condition(s) that apply:

Yes/No

Site within SFHA (100 year floodplain): _____

Planning Dept. approval _____

Cutting/filling \geq 5 vertical feet: _____

Grading and Drainage Plan approved _____

Cutting/filling \geq 1000 CY: _____

Erosion Control Plan approved _____

Removing \geq 7 trees w/ \geq 6" dia. ABH* _____

*at base height

IV. SITE SPECIFICS

A permit can be issued only when all necessary city approvals have been obtained and construction is imminent.

(Imminent construction means the installation of a foundation or erection of a structure without delay following land alteration activities as described in this permit and/or installation of curb, gutter, road base, asphalt, sidewalks or paths, drainage system.)

Construction Start Date _____ Est. Construction Finish Date _____

Area Disturbed (acre) _____ Max. Depth of Cut (ft) _____ Max. Height of Fill (ft) _____

Est. quantity of fill material to haul in excluding gravel and asphalt (cy): _____

Source of fill material excluding gravel and asphalt _____

Est. quantity of cut material to haul out (cy): _____

Destination of fill material hauled from site: _____

All off-site cut/fill areas within the corporate limits operated simultaneously with construction site (s) must be permitted separately.

Location of vehicular access tracking pad(s): _____

Location of haul route of construction vehicles to/from site: *(Hauling activities are confined to identified routes)*

**Required Submittals: Grading and Drainage Plan
 Erosion Control Plan
 Earthwork Quantities (CY of Cut and Fill)**

- The City shall have three (3) working days to review the grading permit application for permit issuance or denial.
- All construction work shall include appropriate drainage and erosion control measure to protect neighboring properties. If a land alteration activity causes damage to off-site property or water, the responsible party shall be required to mitigate the damage and install such additional erosion controls, as approved by the city officials, to prevent further damage.
- Clearing and grading for streets and drainage improvements may be done on residential subdivisions only provided the preliminary plat has been approved. No installation of infrastructure including curb, gutter, road base, asphalt, sidewalks, and drainage system is allowed until construction plans have been approved by the City Engineer.
- If building construction has not commenced and been diligently pursued within ninety (90) days of grading permit issuance, then all disturbed areas must be restored as previously undisturbed and/or as directed by the City Engineer, and landscaping and tree requirements in the buffers shall be installed, unless the city official determines that existing buffers on site meet the landscape planning requirements of Article 15 of the NLR Zoning Ordinance.
- Any changes that occur during construction that deviate from the approved grading permit application must be approved by the City Engineer.
- Damage to private or public property due to hauling operation or operation of construction related equipment from a nearby construction site shall be repaired by the responsible party prior to issuance of a certificate of occupancy.
- Grading Permit Fee *(Check One)*:
 - \$50 for less than 0.5 acres _____
 - \$100 for 0.5 acres to 0.99 acres _____
 - \$150 for 1 acre to 1.99 acres _____
 - \$200 for 2 acres to 2.99 acres _____
 - \$300 for 3 acres and greater _____
- Prior to beginning construction, all grading permits must be signed and picked up by appointment at the NLR Engineering Office located at 500 W. 13th St., North Little Rock, AR 72114; Ph #: 501-371-8339; Fax# 501-371-8348.

City Staff Use:

Grading Permit Issuance: **Approved** _____ **Denied** _____

Signature of City Official: _____ **Date:** _____