



City of Collinsville
MINOR GRADING PERMIT APPLICATION
 Department of Community Development
 Building Division 346-5200 Ext. 3
 Type 'G'

PERMIT NO.: _____

(IN-GROUND POOLS, RETAINING WALLS, LANDSCAPING, OR OTHER MINOR LAND GRADING)

PROPERTY OWNER	MAILING ADDRESS	PHONE
CONTRACTOR	MAILING ADDRESS	PHONE
ADDRESS OF GRADING SITE		COST OF IMPROVEMENT

COMPLETE ALL ITEMS ON ATTACHED CHECKLIST. INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

- WORK SHALL COMPLY WITH ALL APPLICABLE CITY OF COLLINSVILLE BUILDING CODES, WHICH MAY INCLUDE, BUT ARE NOT LIMITED TO: *The disturbance of any soil requires proper erosion control.*
 - 2015 International Building, Residential, & Property Maintenance Codes
 - Illinois Accessibility Code
 - All City Ordinances
- I have received a copy of the code requirements related to my project. _____ *Initial Here*
- Narrative summary of proposed activities
- Sketch of proposed work plan, including lot lines, easements, and areas to be filled/graded
 - Erosion control measures specified (silt fence, straw bales, etc.)
 - Permanent structures clear of easements, rights-of-way, or drainage paths
- Yes No Will 15 cubic yards or more of excess dirt be removed from site? If 'Yes,' include plans for disposal
- Yes No Will excess dirt or fill be added to the site? If 'Yes,' include sketch of location and configuration of fill placement

CERTIFICATION: By signing below, applicant certifies the following:

The information provided in this application is true and correct, accurately reflects the activities proposed and approved, and that said improvements conform to the requirements of the Soil Excavation and Erosion Control Code of the City of Collinsville. I understand that the issuance of this permit does not relieve me from the requirements of any other agency having jurisdiction over the proposed activities, including but not limited to the US Army Corps of Engineers, the Illinois Department of Natural Resources, and the Illinois Environmental Protection Agency.

 Signature of Property Owner (Required) PRINTED NAME (if Representative)

MINOR GRADING PERMIT FEE.....\$25.00

For Office Use Only

APPROVED BY: _____ **DATE:** _____

Comments: _____



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Complete the following checklist in conjunction with an application for minor grading to help ensure all requirements are met and proper procedures are followed.

REQUIREMENT	NOTES
<input type="checkbox"/> Narrative summary of proposed activities	
<input type="checkbox"/> Sketch of proposed work plan, including lot lines, easements and areas to be filled/graded	
Will 15 cubic yards or more of excess dirt be removed from site? <input type="checkbox"/> Yes <input type="checkbox"/> No	If 'Yes,' include plans for disposal
Will excess dirt or fill be added to the site? <input type="checkbox"/> Yes <input type="checkbox"/> No	If 'Yes,' include sketch of location and configuration of fill placement
<input type="checkbox"/> Erosion control measures in place (silt fence, straw bales, etc.)	
<input type="checkbox"/> Permanent structures clear of any easements, rights-of way, or drainage pathways	
<input type="checkbox"/> JULIE locate completed (notify at least 48 hours prior to digging)	Call 1-800-892-0123 to schedule
<input type="checkbox"/> Building Permit obtained as required	

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Signature of Property Owner (**Required**)

PRINTED NAME (if Representative)