

**Permit Application Checklist for:  Grading  Grubbing  Stockpiling**

Applicant: \_\_\_\_\_

Proj. Name: \_\_\_\_\_ TMK: \_\_\_\_\_

**1 COMPLETED APPLICATION FORM:**

- Owner's Signature or Letter of Authorization (see SDD Master Application form) signed by owner
- Fee: \$ \_\_\_\_\_ (Cash or Check payable to: City and County of Honolulu)
- Other: \_\_\_\_\_

**2 TWO SETS OF PLANS** Sheet No(s). \_\_\_\_\_ including

- Location Map
- Limits of work, plan and section views of proposed work; plan must be consistent with application
- Single or Two Family Dwelling Use: 15,000 or more square feet in work area, or exceeds 15 feet in vertical height, plan must be prepared by licensed Engineer and submitted for review and approval of the Director
- Other Use: 7,500 or more square feet in work area, or exceeds 7.5 feet in vertical height, plan must be prepared by licensed Engineer and submitted for review and approval of the Director
- Other: \_\_\_\_\_

**3 NPDES, EROSION CONTROL PLAN AND PROCEDURES, and BMPs:**

- Approved Notice of Intent (NOI) or Notice of General Permit Coverage (NGPC) from the Dept. of Health for coverage under the State's NPDES program for projects that will disturb one acre or more of land.
- Two copies of DPP approved TECP (Temporary Erosion Control Plan and Procedures)
- Revised and approved Temporary Erosion Control Procedures reflecting modified and/or updated Construction Schedule
- Construction BMPs (Best Management Practices)
- Other: \_\_\_\_\_

**4 BOND:**

- Earthwork volume exceeds 500 cubic yards including increment work that is part of the total work
- Cut or fill over 15 feet in vertical height
- Bond Amount \$: \_\_\_\_\_

Bond must be on City and County of Honolulu Bond Form notarized by both Principal and Surety(ies) and posted by a bonding company licensed to do business in the State of Hawaii. Other forms of Sureties such as Cashier's Check and Letter of Credit may be submitted in lieu of bond. (Acceptance of Surety is subject to the approval of the Budget and Fiscal Services Department.)

**5 ADDITIONAL REVIEW REQUIRED BY:**

- DPP, Zoning Division
- Hillside Area (Areas which have experienced earth movement)
- Construction Investigator (where Notices of Violations have been issued)
- DPP, Site Development Division, Civil Engineering Branch, Project Review Section
- Other: \_\_\_\_\_

Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_