



The City Of Lansing

Public Works Department

Streets • Stormwater • Construction • Contract Administration

www.lansing.ks.us

APPLICATION FOR A MINOR GRADING PERMIT

(less than 1 acre)

Owner _____

Address _____

Applicant (if different) _____

Mailing Address _____

Email address _____

Daytime Phone No. _____

Other Phone No. _____

ADDRESS OF GRADING PREMISES IF DIFFERENT FROM ABOVE _____

Legal Description _____

Ave. Lot Width (ft.) _____ Ave. Lot Depth (ft.) _____

Total Lot Area (sq. ft.) _____

PROPOSED LAND DISTURBANCE PROJECT:

Describe in detail the proposed work to be completed and the intended use. _____

1. How many cubic yards of material will be added and/or removed? _____

2. What is the total amount of area in square feet to be disturbed by the project? _____

3. What will be the slope ratio created with the addition of fill or the removal of fill? _____

4. Will the existing drainage be affected/changed? ____ Yes ____ No If yes, the submittal of a detailed drainage plan is required.

FILL PLACEMENT:

1. What type of fill will be used? _____
2. What is the average depth of fill to be placed over the subject area? _____
3. How many cubic yards of topsoil will be used? _____

FILL REMOVAL/EXCAVATION:

1. To where, specifically, either on site or off site, will the material be removed? _____

2. Will there be (temporary) stockpiling of material? ____Yes ____No If yes, where will it be stockpiled, and what type of erosion control method(s) will be utilized? _____

3. Will the topsoil be kept separate from the parent material? ____Yes ____No
If yes, where will it be stockpiled? _____
4. EROSION CONTROL: How will the grading project be stabilized during and after construction?

5. Planned Grading Work period dates: _____

The following information must be submitted with this application. The items that have been stricken through may be required as part of the future driveway permit.

1. Four copies of an accurate site plan, drawn to scale (survey preferred) showing the lot dimensions; the location of all buildings on the lot in relation to the property boundaries; and the location of any conservancy, wetland, floodplain, and/or primary environmental corridor areas on the property.
2. A grading plan showing detailed cross sections of the existing and proposed grade slopes, and how the project relates to adjoining properties.
3. An erosion control plan detailing the installation of erosion control methods.
4. A timetable for completing the entire project.
5. A vegetation plan, including types of vegetation used in the restoration, seeding mixtures, and a timetable for vegetation cover.

An incomplete application form, or missing information will cause a delay in the issuance of the permit, and the application may be returned for additional information.

The undersigned states that the foregoing information is true and accurate to the best of his or her knowledge. It is hereby agreed that for and in consideration of the issuance of a minor grading permit that the foregoing work will be carried out as defined in this application; and all applicable ordinances or codes of the state, county, and city will be complied with in carrying out the proposed work stated on the application. Failure to comply with the permit as issued will result in the revocation of the permit or other penalties. This application must be signed by a representative of the Department of Public Works to be valid. By signing this form, the owner/applicant is giving consent for the Department of Public Works to inspect the site as necessary and related to this application even if the property has been posted against trespassing.

Signature of the Owner _____
Date _____

Signature of the Applicant (if different) _____
Date _____

Application (approved) (denied) by Public Works Director _____
Date _____

Conditions for approval or reasons for denial: _____

For Office use only:	
Fee paid (See Fee Schedule) _____	Y/N: _____ WAIVED _____
Checked by _____	
Application No. _____	
Inspector _____	Owner _____