

**For more detailed information, see the
City of Independence Design and Construction Manual and Chapter 20**

1. Contractors and subcontractors are responsible for obtaining a Business License prior to performing work.
2. A Site Plan showing existing contours and drainage, and proposed finish contours or elevations is required with all applications and shall be performed in accordance with an approved grading plan prepared by a professional engineer (PE) registered in the state of Missouri.
3. Commercial applications must submit a Storm Water Pollution Prevention Plan (SWPPP).
4. Erosion control measure shall be in place prior to ground excavation and shall conform to plans. Additional erosion control may be necessary as determined by the erosion control inspector. Failure to comply may result in a stop work order.
5. Erosion control measures shall remain in place until 80% ground cover is achieved.
6. The contractor shall be required to repair all areas disturbed during work activities to equal or greater condition.
7. A licensed surveyor or engineer shall complete this form if it is a commercial property and exceeds 5,000 cubic yards.
8. All previously disturbed areas that will remain undisturbed for fourteen (14) days or longer must be seeded within fourteen (14) days.
9. Pollutants such as chemicals, fuels, lubricants, bitumen, raw sewage, or other harmful material shall not be discharged from the project.
10. Fill material shall not include organic, frozen or other deleterious materials. No rock or similar irreducible material greater than twelve inches (12") in any dimension shall be included in fills.
11. Toe of slope on any grading has a minimum five foot (5') setback from the property line.
12. If there is floodplain involvement, other permits and fees shall apply.
13. Allow a minimum of 24 hours and up to three (3) days to perform the final inspection after the call to the Municipal Services Department has been placed.

Contact Information:
Municipal Services Department – Engineering Division
Office: (816) 325-7617

Grading and Excavation Application Checklist

Required on All Permit Applications

- | | | |
|------------------------------------|------------------------------|-----------------------------|
| 1. Business License Number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Missouri One Call Ticket Number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Grading Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Other Possible Requirements

- | | | |
|--|------------------------------|-----------------------------|
| 1. DNR Permit Number (over one (1) acre) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Contact Information of Field Supervisor | <input type="checkbox"/> Yes | <input type="checkbox"/> No |