

COMMERCIAL LOT GRADING PERMIT APPLICATION

All applications not submitted electronically must be completed in ink and printed neatly. Pencil will not be accepted.

PROPOSED LOCATION AND OWNER (ON TITLE)	Name of Building:	Lot:	Block:	Plan:
	Municipal Address:			
	Name:		Phone #:	
	Address:		Email:	
APPLICANT (If different)	Name:		Phone #:	
	Address:		Fax #:	
	Email:			
GENERAL CONTRACTOR	Name:		Phone #:	
	Address:		Site Contact #:	
	Email:		Fax #:	
PROJECT DETAILS (SELECT ONE)	New Development Planned Use: Re-Development Use:			
TYPE OF WORK (CHECK ALL THAT APPLY)	Paving Landscaping Grading Building Storm Sewer Installation Commercial Alteration (Enter Brief Description of Alteration Below) Storm Sewer Connection			
OFFICE USE (FEES)	Date Paid: Receipt #: Permit Issuer (signature) : Payment: Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Debit <input type="checkbox"/> Credit <input type="checkbox"/> Permit Issuer (print) : Date Issued: Lot Grading Fee _____ PERMIT #: _____			

Commercial Lot Grading Permit Application **SUBMISSION REQUIREMENTS**

Lot Grading Plan scaled no less than 1:100, designed and prepared by a surveyor, engineer, or architect included with:

- **Basic Information:** Municipal Address; Legal Address; Development Phase; Datum Information; North Arrow; Scale; Legend; Date of Survey; Date Drawn; Storm Inverts.
- **Lot Grading and Drainage:** Drainage Pattern with Arrows; Slope Percentages (across entire property); Proposed Elevations at lot corners & building slabs, Existing Elevations (sidewalks, curbs, and all existing infrastructure); Building Dimensions & Offsets from Property Line.
- **Stormwater Management:** Must be in accordance with the Drainage Bylaw; Lot Grading Coordinator determines necessity of on-site stormwater retention; Stormwater calculations to be made with the Rational Method or more rigorous methods; Overland flow paths and on-site ponding depths must be included for 1: 100 year storm events.
- See "Lot Grading Plan Requirements" document on the City of Grande Prairie website for more details or contact the Lot Grading Department at 780-538-0417 or email: lotgrading@cityofgp.com

I, (print name) _____, hereby declare I am I represent the owner of the property on which the work identified in this application will be conducted in accordance to the plans submitted, and upon approval will adhere to the conditions / terms of the Lot Grading Bylaw and the Drainage Bylaw. I / We will notify the Inspection Authority of any proposed changes to the plans submitted with this application. **NOTE:** This information is being collected under the authority of the City of Grande Prairie Lot Grading Bylaw and will be used to process the application. This information may be used to provide statistical data. The information is protected by the provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of information please contact the City of Grande Prairie F.O.I.P.P Coordinator at 780-538-0300.

IMPORTANT NOTICE: THIS APPLICATION DOES NOT PERMIT YOU TO COMMENCE CONSTRUCTION UNTIL SUCH TIME A PERMIT HAS BEEN ISSUED BY THE INSPECTION AUTHORITY.

NOTE: By typing your name into the signature box below (or by signing a printed version of this application), you agree that all information submitted on this declaration is true and accurate.

Signature of Registered Owner/Agent

Date of Application