



TOWN OF SAHUARITA

APPLICATION FOR TYPE 1 GRADING PERMIT

Form with fields: Date of Application, Permit No. Issued, Applicant, Telephone, Address, Fax, Project Location/Name, Project Description of Work, Emergency Contact Name, Estimated Start Date, Emergency Contact Telephone.

\* Applicant shall provide a Grading Statement as specified in Title 18, Town of Sahuarita Zoning Code. Provide 2 copies of the approved plans (or sketch) for review. Include a copy of an approved PCDEQ dust control permit, if required. A Certificate of Liability Insurance must be included for issuance of this permit.

Area of Grading Envelope: \_\_\_\_\_ sq. ft. or acres. Area of lot: \_\_\_\_\_

Type I Grading Permit is required under any of the following conditions:

- 1. Residential development on a single lot with a development envelope NOT exceeding the following: Lot Area, Development Envelope. 2. Residential development on a single lot of less than one-half acre, with a development envelope of more than fourteen thousand square feet. 3. Nonresidential development on less than 1.0 acre, or which does NOT require a subdivision plat or development plan. 4. The clearing, brushing, or grubbing of an area within the limits of Item 1. 5. Temporary off-site stockpiling of NOT more than ten thousand cubic yards of fill. 6. Grading - except when reviewed during a golf course review, a floodplain review, or a Type 2 grading permit review. 7. New pavement of three thousand to five thousand square feet.

The applicant agrees to provide a fully executed Private Improvement Agreement, complete with test results, to certify that the work complies with adopted Town Standards.

Work performed under this permit shall comply with all applicable provisions of Title 18, Town of Sahuarita Zoning Code.

FEE SCHEDULE:

Table with 2 columns: Fee Description, Amount. Rows include Base Fee (\$200.00), Plans Check Fee, Inspection Fee, Violation Fee, and a TOTAL row.

Issued By: \_\_\_\_\_ Date: \_\_\_\_\_
Signature of Town Engineer or Authorized Representative

THIS PERMIT SHALL BECOME NULL AND VOID IF WORK IS NOT COMPLETED BY:

A COPY OF THIS PERMIT SHALL BE ON THE JOB AT ALL TIMES



PERMIT NO.:	
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**TOWN OF SAHUARITA  
PRIVATE IMPROVEMENT AGREEMENT**

In consideration of mutual covenants herein contained, and for other good and valuable consideration, the receipt of sufficiency of which is hereby acknowledged by each party to the other, this AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Town of Sahuarita, a municipal corporation, hereinafter called the Town, and:

_____
<b>Name</b>
_____
<b>Address</b>
_____
,
_____
<b>City, State, Zip Code</b>

hereinafter called the Applicant.

WITNESSETH:

WHEREAS, the Applicant desires to make improvement(s) on private property within the Town of Sahuarita, Arizona at:

_____
<b>Project Name</b>
_____
<b>Location</b>
_____
<b>Township / Range / Section</b>
_____
<b>Site Address</b>

WHEREAS, the required reports, plans, specifications and soil tests for said work have been approved by the Town Engineer, and the officials of the appropriate water, wastewater, or other agencies, as applicable; and

WHEREAS, the Applicant desires that the Town approve the construction of said improvement(s); and

WHEREAS, the Town is willing to approve said improvement(s), provided it/they meet Town Standards and the work is completed in accordance with Town requirements; and

WHEREAS, adequate assurances have been posted as required by the Town;

WHEREAS, the Town requires that such improvements within the Town be constructed in accordance with Town standards, regulations, and requirements;

**NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

1. That the Applicant shall install and construct or cause to have constructed, at the Applicant's sole expense, the improvements set forth in the plans and specifications, *(Approved plan title, if applicable)*

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which plans and specifications have been prepared by a Professional Engineer registered to practice in Arizona, and which have been reviewed and approved by the Town Engineer, as well as by other appropriate agencies. Construction shall also comply with the conditions for improvements as specified herein.

2. That said work shall be done in conformance to all applicable regulations, permits, standards, and requirements of the Town; and that all required permits shall be obtained by the Applicant prior to the commencement of any work under this Agreement.
3. That a professional engineer, registered to practice in Arizona, shall be retained by the Applicant as "Engineer of Record", and said Engineer shall lay out and establish the lines and grades for the work as it progresses, shall be responsible for the surveillance of the construction, and shall order tests to verify the compliance of materials incorporated into the work with the specifications.
4. That the Applicant shall notify, in writing, the Owners of all properties abutting the periphery of the development, if required by zoning regulations. Notification shall include a description of the work, the approximate dates the construction will take place and a telephone number and name of the individual to contact if further information is required. Notification shall be accomplished a minimum of seven (7) calendar days prior to the commencement of any construction activities. A copy of such notice shall be submitted to the Town Engineer.
5. That the Applicant shall pay any and all inspection fees as may be charged to the Applicant by the Town.
6. That the Applicant shall be solely responsible for the cost of material tests required by the Town as well as securing all applicable materials, compliance documents and certifications.
7. That the work shall be subject to the inspection and the approval of the Town as the work progresses. The Engineer of Record shall provide, at the end of each month, a written report as to the progress of the construction together with inspection reports, material test reports, and any other supplemental data pertinent to the work. Deviations from the approved plans shall be shown on the "As-Built" mylars of the plans. All changes or deviations in the approved plans and/or specifications, other than those of a minor nature, shall be submitted to the Town Engineer for review and approval and issuance of a change order prior to execution in the field.
8. That the Town Engineer or his/her designated representative shall be present at the final on-site inspection of the improvements. Deficiencies in the work noted during the final inspection shall be corrected to the satisfaction of the Town prior to approval of the improvement by the Town.
9. That within thirty (30) calendar days of the completion of construction, the Applicant shall furnish the Town Engineer; (1) "As-Built" mylars of the plans, (2) a certified listing of all items and quantities installed, and (3) a statement prepared and sealed by the Engineer of Record, certifying that the improvements were installed, constructed, and completed in accordance with the approved plans, specifications, and applicable Town standards.
10. That upon satisfactory completion of all items specified above, the Town will approve the improvements and will release the Applicant from the permit.



**(Additional signatures as may be required)**

**INSPECTION ENGINEER OF RECORD -Observation: (if different from EOR)**

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Print or Type Company Name

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Address

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By: \_\_\_\_\_  
Signature

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Print or Type Name and Title of Signee \_\_\_\_\_ Date \_\_\_\_\_

**GEOTECHNICAL ENGINEER:**

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Print or Type Company Name

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Address

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By: \_\_\_\_\_  
Signature

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Print or Type Name and Title of Signee \_\_\_\_\_ Date \_\_\_\_\_

**SURVEYOR OF RECORD:**

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Print or Type Company Name

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Address

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By: \_\_\_\_\_  
Signature

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Print or Type Name and Title of Signee \_\_\_\_\_ Date \_\_\_\_\_

This Agreement has been prepared as required by Town of Sahuarita <b>PERMIT NO.:</b>	
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Work performed under this permit shall comply with the Town of Sahuarita Standard Regulations, and Requirements.

		PERMIT NO.:	
Contractor:		Telephone:	
Address:			
State License:		Expires:	
Town Business License#:		Expires:	
Applicant:		Telephone:	
By: (signed)		Date:	
Approved:		Date:	

*Signature of Town Engineer or Authorized Representative*

### Mandatory Agency Compliance Sheet

In **INITIALING** below, I the applicant assume all responsibility in conforming to all the following agencies laws, requirements and regulations.

**Initials of Applicant or Contractor:** \_\_\_\_\_  
(Required)

- Environmental Protection Agency (N.P.D.E.S., which includes SWPPP, for example but not limited to)
- Pima County Department of Environmental Quality (Dust control, for example but not limited to)
- Army Corp of Engineers (Waters of the U.S. for example but not limited to)
- Arizona Game & Fish (endangered species for example but not limited to)
- Arizona Blue Stake, Inc. (Call two (2) working days before you Dig)
- Arizona Department of Agriculture (Native Plant Preservation, for example but not limited to)

**Environmental Protection Agency**

(415) 947-8000  
U.S. EPA Region 9  
75 Hawthorne St.  
San Francisco, CA 94105

**Arizona Game & Fish**

(520) 628-5376  
555 N. Greasewood  
Tucson, AZ 85745

**U.S. Army Corp. of Engineers**

(213) 452-3908  
P.O. Box 532711  
Los Angeles, California 90053

**Pima County Department of Environmental Quality**

(520) 740-3340  
130 W. Congress  
Tucson, Arizona 85701

**Arizona Blue Stake, Inc.**

1-800-STAKE-IT  
1 (800) 782-5348  
[WWW.AZBSINC.COM](http://WWW.AZBSINC.COM)

**Arizona Department of Agriculture**

(602) 542-7182  
1688 West Adams  
Phoenix, AZ 85007

### Preconstruction Meeting Sign Off

**This permit is not valid until Preconstruction Meeting has been held with the Town of Sahuarita.**

**The Preconstruction meeting constitutes a notice to proceed.**

**Optional**

**Required**

*Town Engineer or Authorized Town Representative*



Town of Sahuarita Representative

Applicant/Developer

Engineer of Record

Contractor

**Comments:** \_\_\_\_\_

\_\_\_\_\_

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