



**CITY OF GIG HARBOR
PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION**

3510 Grandview Street, Gig Harbor, WA 98335
Telephone: (253) 851-6170 Fax: (253) 853-7597

CIVIL PERMIT APPLICATION

CITY USE ONLY

PERMIT NUMBER EN-_____ DEVELOPMENT FILE NUMBER D-_____

RELATED PERMIT NUMBERS _____

(list all related Engineering, Planning and Building permits)

Fees:	PLAN REVIEW FEES	\$ _____
	CONSTRUCTION INSPECTION FEES	\$ _____
	OTHER (TRAFFIC REPORT PREP., VARIANCE, ETC.)	\$ _____
	Total	\$ _____

PROJECT NAME _____ Application Date _____

Parcel Number _____

Property Site Address _____

Brief Description of Work: _____

Permit is requested for work related to (check all that apply):

Stormwater Utility Transportation Public Works Variance

Applicant Name _____

Contact Name _____

Mailing Address _____

Email Address _____ Phone Number _____

Engineering Firm Name _____

Contact Name _____

Mailing Address _____

Email Address _____ Phone Number _____

Property Owner(s) Name(s) _____

Owner(s) Mailing Address _____ Phone Number _____

Property Owner Authorized Signature

_____ **Title** _____ **Date** _____



CITY USE ONLY
 APPROVED BY P/W DEPT.: _____
 DATE: _____
 * Must be approved prior to payment of fees

**CITY OF GIG HARBOR
 PUBLIC WORKS DEPARTMENT
 ENGINEERING PLAN REVIEW FEES**

EN PERMIT #: _____ DATE OF APPLICATION: _____

PROJECT NAME: _____

APPLICANT: _____ TELEPHONE NO: _____

MAILING ADDRESS: _____
 Street State Zip Code

PROJECT OWNER: _____ TELEPHONE NO: _____

MAILING ADDRESS: _____
 Street State Zip Code

ENGINEERING PLAN REVIEW FEES

- Water:** No. of Feet _____ \$ _____
 (\$165.00/1st 150' + \$.30/LF thereafter)

- Sewer:** No. of Feet _____ \$ _____
 (\$165.00/1st 150' + \$.30/LF thereafter)

- Street or Street w/curb, gutter & sidewalk:** No. of Feet _____ \$ _____
 (\$165.00/1st 150' + \$.40/LF thereafter)

- Curb, Gutter & Sidewalk Only:** No. of Feet _____ \$ _____
 (\$165.00/1st 150' + \$.40/LF thereafter)

- Storm:** No. of Catch Basins _____ \$ _____
 (\$120.00 1st/CB + \$16.28/Add't'l CB)

- Retention & Detention Facilities -- \$165.00 each** _____ \$ _____

- Lighting:** No. of Poles _____ \$ _____
 (\$135.00/1st + \$10.85/Pole)

- Signals: (\$555.00/Intersection)** _____ \$ _____

- Right-of-Way Access (\$75.00/Driveway)** _____ \$ _____

- Resubmittal (3rd Submittal)** _____ \$ _____
 (\$100.00/Hour – 4-hour minimum)

- Grading: (See attached for fee calculations)** _____ \$ _____

- Civil Permit Review: (\$325.00/Building & Fire)** _____ \$ _____

TOTAL ENGINEERING PLAN REVIEW FEES: \$ _____

Public Works Department
CLIENT ASSISTANCE MEMO

GRADING PERMITS

Grading Permit Fees. Fees shall be assessed in accordance with the provisions of this section or shall be as set forth in the fee schedule adopted by Resolution 1020.

Plan Review Fees. When a plan or other data are required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. Said plan review fee shall be as set forth in Resolution 1020. Separate plan review fees shall apply to retaining walls or major drainage structures as required elsewhere in this code.

<u>CLEAR, FILL, AND GRADING PLAN REVIEW FEES</u>	
0 to 50 cubic yards	\$130.00
51 to 100 cubic yards	\$240.00
101 to 1,000 cubic yards	\$510.00
1,001 to 10,000 cubic yards	\$760.00
10,001 to 100,000 cubic yards	\$1,000.00
100,001 cubic yards or more	\$1,240.00

<u>CLEAR, FILL, AND GRADING PERMIT FEES</u>	
0 to 50 cubic yards	\$201.00
51 to 100 cubic yards	\$371.00
101 to 1,000 cubic yards	\$1,155.00
1,001 to 10,000 cubic yards	\$1,938.00
10,001 to 100,000 cubic yards	\$3,237.00
100,001 cubic yards or more	\$9,162.00

City of Gig Harbor Planning Department
Civil Permit Intake Checklist

Project Name: _____

Date: _____

By: _____

ITEMS REQUIRED for SUBMITTAL	Submitted
General	
(1) Copy of the approved Land Use site plan sheet for the site plan, preliminary plat, short plat, etc.	
(1) Detailed Wetland Mitigation Plan per GHMC 18.08.150(B) if required and not previously submitted. Plan shall include City Standard Title block and City Standard Planning Director signature block in the lower right hand corner of all Mitigation plan sheets	
(1) Geotechnical Report and Buffer Delineation for ravine sidewalls, bluffs, and landslide/erosion hazard areas per GHMC 18.08.190(A)(1)(b) and 18.08.192	
Written statement addressing conditions of land use approval and/or SEPA threshold determination	
Landscaping - Final Landscape Construction Plan (GHMC 17.78.030(B.))	
Plan shall include City Standard Title block and City Standard Planning Director signature block in the lower right hand corner of all Landscape plan sheets	
Tree Protection Barricade per GHMC 17.78.092(D) in plan view and a tree protection barricade detail	
Delineation of no-construction zone or qualified arborist report per GHMC 17.78.092(A)	
Tree clearing protocol. Include protocol approved under Land Use Permit or qualified arborist report. If no protocol was approved, provide the following on the plans:	
1. Clearing limits. Identify orange barrier fence in the plan view by calling-out line type. Trees to be saved near the clearing limits shall include standard tree protection measures as detailed in GHMC 17.78.092 (D) Tree protection fencing shall be placed at the outer edge of the 10-foot No Construction Zone as required by GHMC 17.78.092(A). Provide an orange barrier fence detail which calls out required 4-foot height	
2. For proper tree removal to occur, provide Standard Sequencing Notes:	
a. Surveyor shall stake clearing limits	
b. A rubber-tracked back hoe removes the understory and brush to allow visual and physical access for the review of trees to be removed and/or tree protection alternatives by owner and City Planning staff	
c. Owner representative, owner's arborist, and City Planner to review trees scheduled for removal or protection within tree retention work areas	
d. Contractor shall place tree protection fencing as directed by Planning staff and approved arborist report	
e. Planning staff shall inspect fence with a project representative (preferably the project arborist) prior to commencement of clearing activity	
f. Prior to Planning Department approval of Occupancy Permits for the development, the owner's arborist shall revisit the site to inspect all retained trees to assess any impacts to them from the development	