

# township of wayne

**ENGINEERING  
DIVISION**  
475 Valley Road  
Wayne, NJ 07470  
Phone: (973) 694-1800  
Extension: 3333  
Fax: (973) 709-1141

## **GRADING PERMIT APPLICATION**

Required for all grading, excavation and filling activities that exceed 500 square feet, except grading covered under duly authorized building permit, reseeding or re-sodding of pre-existing lawn or landscaped areas, and topsoil replacement.  
(As per Township Code Chapter 84)

### **1. APPLICANT INFORMATION**

A. Name of (Property Owner)(Agent): \_\_\_\_\_

B. Address of (Property Owner) (Agent): \_\_\_\_\_  
(If an Agent, attach a letter of authorization from the owner.)

C. Email of (Property owner) (Agent): \_\_\_\_\_

D. Name, address and phone number of excavator, contractor, or person having charge, supervision and control of the proposed grading operation:

\_\_\_\_\_  
\_\_\_\_\_

Phone No.: \_\_\_\_\_

### **2. PROPERTY INFORMATION**

A. Location of worksite:

Street Address: \_\_\_\_\_

Block: \_\_\_\_\_ Lot(s) \_\_\_\_\_

### **3. PROJECT INFORMATION**

A. Statement of Purpose for which the grading is proposed:

\_\_\_\_\_

B. Proposed Start Date: \_\_\_\_\_

C. Proposed Completion Date: \_\_\_\_\_

D. Estimated area of grading in square feet: \_\_\_\_\_ S.F

E. Estimated number of cubic yards to be removed from or imported to the site.

\_\_\_\_\_ C.Y.

**4. FEE CALCULATION:**

1. Disturbance greater than 500 sf. but less than 1,000 sf. or greater than 6" in depth \_\_\_\_\_ \$250.00

2. Disturbance equal to or greater than 1,000 sf. \_\_\_\_\_ \$500.00

**5. NOTES**

- A. A detailed site grading plan shall accompany every application. Site grading plans for projects involving 1,000 square feet or more of grading activity shall be prepared by a licensed professional engineer, planner, architect or landscape architect. See Chapter 84-7B (Site Grading Plan) for required plan information.
- B. Compliance with Chapter 134-91 Et. Seq. of the Code of the Township of Wayne (Environmental Protection Regulations) is required on all projects involving soil disturbance of 250 square feet or more. This regulation covers steep slope considerations and removal of any trees 8 inch caliper or greater.
- C. All work falling within the New Jersey Flood Hazard Area requires a New Jersey Department of Environmental Protection Stream Encroachment Permit.
- D. All work falling within a freshwater wetland requires an NJDEP Freshwater Wetlands Permit.
- E. All land disturbance activity greater than 5,000 square feet (except cases involving single family dwelling construction) require a Hudson-Essex-Passaic Soil Conservation District Erosion and Sedimentation Control Plan Certification.
- F. Work must commence within six (6) months and be completed within one (1) year or permit shall expire.
- G. No less than fourteen (14) days prior to commencing the work authorized by this Permit, the property owner and/or applicant shall notify in writing the owner(s) of adjacent property (ies) of the work taking place. Copy of this notification(s) shall be provided to the Engineering Division.
- H. The applicant shall schedule a final compliance inspection upon completion of the project. Contact Engineering Division at 973-694-1800 Ext. 3263 to schedule inspection.

\_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant

For any questions or additional information, please contact:  
Division of Engineering, 973-694-1800 ext. 3263.

**GRADING PERMIT APPLICATION**  
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**FOR OFFICE USE ONLY**

PERMIT APPLICATION: APPROVED \_\_\_\_\_ REJECTED \_\_\_\_\_

FINAL INSPECTION \_\_\_\_\_