



# Grading Permit Application

Scott Township  
301 Lindsay Road  
Carnegie, PA. 15106  
412-276-5300 Ext 216

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*For Internal use only – to be completed by Code Enforcement Office*

Zoning District: \_\_\_\_\_ Lot & Block: \_\_\_\_\_ Zoning Hearing: **Y / N**

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All sections of this application must be completed in their entirety, or the application will be rejected. Please note that applications will be processed in the order that they are received.

## **PROPERTY OWNER**

Property Address \_\_\_\_\_

Property Owner \_\_\_\_\_

Owner Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

Email Address \_\_\_\_\_

## **CONTRACTOR**

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

Email Address \_\_\_\_\_

PA Certification No. \_\_\_\_\_

## **DESIGN PROFESSIONAL**

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

Email Address \_\_\_\_\_

Design Professional License No. \_\_\_\_\_



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## DESCRIPTION OF PROPOSED WORK

1. Estimated date for the start of site grading work: \_\_\_\_\_
2. Estimated date for the completion of site grading work: \_\_\_\_\_
3. State the purpose for which the site grading application is filed:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Will a building, structure, or other improvement be erected on the land on which the site grading is to be done? \_\_\_\_\_ YES \_\_\_\_\_ NO
5. Vertical Depth of Fill: \_\_\_\_\_ FEET (at the deepest point)
6. Vertical Depth of Excavation: \_\_\_\_\_ FEET (at the deepest point)
7. Area of Fill / Excavation: \_\_\_\_\_ SF / \_\_\_\_\_ ACRES
8. Quantity of Fill: \_\_\_\_\_ CY
9. Quantity of Excavation: \_\_\_\_\_ CY
10. Is any earth disturbance partially or entirely located within any identified floodplain area?  
\_\_\_\_\_ YES \_\_\_\_\_ NO
11. Estimated Cost of Total Project \$ \_\_\_\_\_ (material & labor)

## SUBMITTAL REQUIREMENTS

**All Applications for a Grading Permit shall include three (3) sets of plans and specifications prepared, signed, and sealed by a professional engineer, surveyor, geologist, architect, or landscape architect, that shall accurately portray and describe the site and proposed soil erosion controls.**

Submittals shall include the following:

1. The name of the applicant.
2. The name of the landowner.
3. The permission and approval of the owner of the property if the applicant is an agent or tenant of the landowner, by affidavit.



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## **SUBMITTAL REQUIREMENTS (continued)**

4. An existing condition plot plan giving an accurate location by lot, block, tract, or street address, which also includes a location map, sanitary sewers, waterlines, storm sewers, septic systems, springs, wells, wetlands, drainage maps, underground utilities, and overhead utilities.
5. A contour map at a scale of 1" = 40' or less showing the present contours of the land and the proposed contours of the land after completion of the proposed grading at two-foot intervals where the average slope is 15% or less and at five-foot intervals where the average slope exceeds 15%.
6. An existing slope analysis map at a scale of 1" = 40' or less showing the present contours of the land and highlighting steep slope areas between 15% to 25% and 25% and over.
7. The cross sections of the proposed cut or fill at a scale of 1" = 10' horizontal and vertical on 50-foot intervals which show the method of benching both cut and/or fill; provided, however, that there shall not be less than three (3) cross sections for each site.
8. A plot plan showing the location of the grading boundaries, lot lines, neighboring streets or ways, buildings, surface and subsurface utilities and waterways, drainage patterns, trees over eight (8) inches in diameter measured two (2) feet above the ground, and sufficient dimensions and other data to show all work. Where grading is to be performed over or adjacent to existing utility lines, cross sections shall include utility line elevations.
9. A description of the type and classification of the soil from the soil survey, other standard surveys, or similar methods.
10. Details and location of any proposed drainage structures and pipes; and walls and cribbing.
11. Map depicting the seeding locations and schedules, debris basins, and diversion channels.
12. A soil conservation report approved by the Allegheny County Conservation District.
13. If truck or trailer loads of soil are to be removed from or delivered to the site, a description of truck travel routes must be approved by the Township. Evidence of approval from a state or county agency, where required, shall also be provided.
14. All earth disturbance activities greater than 25 cubic yards require a geotechnical report, including a detailed on-site subsurface investigation prepared to the satisfaction of the Grading Administrator, signed and sealed by a registered professional engineer licensed in the Commonwealth of Pennsylvania, and experienced in geological sciences and erosion control. The professional shall certify that he/she has inspected the site and reviewed the subsurface investigation data. The professional shall provide a statement and certification that it is his/her professional opinion that the proposed slope will have sufficient stability and that the construction will not result in injury to persons, adjacent property, utilities, streets, alleys, or structures or, when complete and stabilized, be subject to accelerated erosion. The report shall include specific findings and recommendations including, but not limited to, core borings methods of construction, benching, minimum compaction rates, surface and subsurface drainage and erosion control measures.



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## GENERAL REGULATIONS

1. All earth disturbance activities must comply with the Township of Scott Grading Ordinance (Ord. 1650-19) and the Steep Slope Regulations of the Zoning Ordinance.
2. If proposed earth disturbance, grading, excavation, or fill is located entirely or partially within any identified floodplain area; compliance with the Scott Township Floodplain Ordinance is required.
3. During construction, the geotechnical engineer shall be required to conduct site inspections, conduct, or observe compaction tests, and otherwise attempt to ensure that the construction is proceeding in accordance with his/her recommendations and good engineering and construction practices. At the conclusion of construction, and prior to release of the bond or financial security provided in connection with the permit, the geotechnical engineer shall provide a written report including compaction test results and a signed and sealed certification stating that he/she has inspected the construction of the fill and/or cut slope(s) and that it is his/her professional opinion that the slope(s) was/were constructed in accordance with his/her recommendations and sound engineering and construction practices.
4. Unless otherwise provided by Pennsylvania law, every grading permit shall automatically expire and become null and void if the work authorized by such permit has not been commenced with six (6) months from the date of permit issuance; or upon completion of the work authorized therein to be done or within one (1) year from the date of issuance thereof, whichever event shall first occur.
5. As a condition of grading permit approval, the applicant shall post security acceptable to the Township in the amount of 110% of the estimated cost to perform the grading and remedial work. The cost estimate shall include the complete scope of work to be performed by the applicant to comply with the Grading Ordinance and shall be determined by the Township Engineer. The work shall include, but not be limited to, the earth disturbance, grading, excavation, and filling work; installation of stormwater management facilities; and installation of erosion and sedimentation control facilities.

**I hereby agree to be bound by the provisions of the ordinances, specifications, regulations, and restrictions as may be imposed by Scott Township regarding this application. I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to the criminal penalties of 18 Pa. C.S. as 4904.**

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date of Application

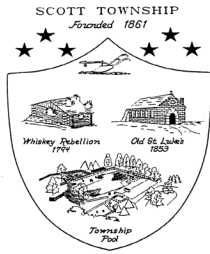
\_\_\_\_\_  
Print Property Owner's Name

\_\_\_\_\_  
*For internal use only – to be completed by Code Enforcement Office*

Fee \$ \_\_\_\_\_

\_\_\_\_\_  
Code Enforcement Officer's Signature

\_\_\_\_\_  
Date Approval



# Scott Township Verification of Payments

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**Note: This section is to be completed by the Property Owner and included with the permit application package. No permits will be approved if past due payments are owed.**

**Date:** \_\_\_\_\_ **Lot/Block:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

**Owner's Street Address:** \_\_\_\_\_

**City/State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Owner's Phone Number:** \_\_\_\_\_

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**Note: This section is to be verified and completed by the Tax Office:**

Real Estate Taxes Paid:                      **Yes:** \_\_\_\_\_                      **No:** \_\_\_\_\_

Sewer Bill Paid:                                      **Yes:** \_\_\_\_\_                      **No:** \_\_\_\_\_

Other Municipal Fees, Taxes  
and/or Liens:                                      **Yes:** \_\_\_\_\_                      **No:** \_\_\_\_\_

Earned Income Taxes Paid:                      **Yes:** \_\_\_\_\_                      **No:** \_\_\_\_\_

**Verified By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Note: The Tax Office is to also validate the above information with the Delinquent Tax Collector and the Act 511 Tax Collector**

Other Fees, Charges,  
Judgements and/or Liens:                      **Yes:** \_\_\_\_\_                      **No:** \_\_\_\_\_

**Verified By:** \_\_\_\_\_ **Date:** \_\_\_\_\_