

APPENDIX MAUI-23

**Grading & Grubbing Permit
County of Maui
Department of Public Works
Development Services Administration**

Permit Packet Includes:

1. Process Overview
2. Application for Grading & Grubbing Permit & instructions
3. Grading & Grubbing Permit Check

Resources:

- Maui County Code, Chapter 20.08

Approval or Permit Required: To temporarily store soil, sand, gravel, rock, or any similar material; to uproot and remove from the surface of the ground any vegetation including trees, timber, shrubbery and plants. A grading permit is required for the evacuation of fill. Certain exemptions may apply.

Contact Information:

Department of Public Works
Development Services Administration
Building Permit Office
250 South High Street
Wailuku, HI 96793
Phone: 808-270-7379

Website:

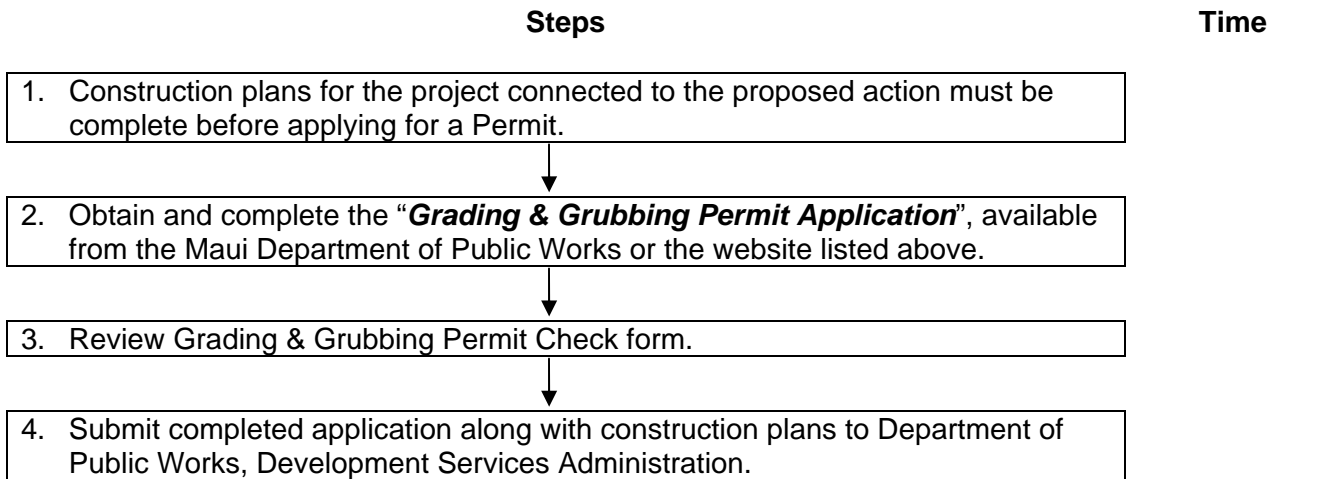
<http://www.co.maui.hi.us/index.aspx?NID=1223>

APPENDIX MAUI-23

Grading & Grubbing Permit County of Maui Department of Public Works Development Services Administration

NOTE:

- Grading & Grubbing Permit expires one year from date of issuance.
- It is recommended but not required in all cases, to review State and Federal Historic Preservation laws before commencing any grading and/or grubbing activities. A comprehensive archeological survey may also prevent future project delays. Refer also to NEPA/HEPA requirements.



Total Time Period (minor Grading & Grubbing Permits): **1-2 weeks**
Total Time Period (major Grading & Grubbing Permits): **3-6 months**
 *See Permit Application for descriptions of minor and major permits.

Fees	Amount	Maximum
Fees dependent on size and scope of project. Minimum filing fee:	\$30	
Public Hearing not required.		
Total Fees:	\$30 (minimum)	No maximum

APPLICATION FOR GRADING & GRUBBING PERMIT

County of Maui
Department of Public Works
Development Services Administration
Phone: 270-7242 FAX: 270-7972

Project Name: _____

TMK: (2) _____ Street Address/Location: _____

Application is hereby made for (check one or both):

GRADING PERMIT FILL _____ CY EXCAVATE _____ CY
GRADED AREA _____ ACRES/SQ. FT.
MAXIMUM HEIGHT OF EXCAVATION OR FILL _____ FEET

GRUBBING PERMIT GRUBBED AREA _____ ACRES/SQ. FT.

Is the property in the Special Management Area (SMA)? Yes _____ No _____

Is the property located on the shoreline? Yes _____ No _____ (If yes, see back of application for additional requirements)

Will grading be done within a Special Flood Hazard Area or the 100 year flood inundation limits of a drainageway? Yes _____ No _____

Estimated Dates: Start _____ Completion _____

OWNER/PERMITTEE CERTIFICATION:

I hereby certify that I have read and fully understand the "Owner's Acknowledgment", "Standard Grading Conditions" and any "Special Grading Conditions" as indicated elsewhere on this application, and that I will fully comply with the provisions set forth in Chapter 20.08 of the Maui County Code (MCC), "the grading ordinance". I understand and agree that no further verbal or written warnings are required for noncompliance with any Standard or Special Grading Conditions or the provisions of Chapter 20.08 MCC. I agree that noncompliance may result in the immediate issuance of a stop work order along with a Notice of Violation and appropriate fines.

OWNER: Name: _____ Date: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

Signature: _____ Print Name: _____

PERMITTEE: Name: _____ Date: _____

(If different from owner) Address: _____

Phone: _____ Fax: _____ E-mail: _____

Signature: _____ Print Name: _____

ENGINEER/CONTRACTOR INFORMATION (if applicable):

Engineer: _____ Address: _____ Phone No.: _____

Contractor: _____ Address: _____ Phone No.: _____

Contractor License No.: _____ License Expiration Date: _____

The information below to be filled in by DSA

Permit Fee: \$ _____ Bond Amount: \$ _____ Cash Surety Exempt

Bond Company _____ Bond No. _____

SPECIAL GRADING CONDITIONS:

- Prior to the start of work, an SMA assessment form shall be submitted to the Department of Planning and all applicable SMA requirements shall be complied with.
- Archaeological monitoring required. See DLNR letter dated _____.
- Provide Grading Report per Section 20.08.250 MCC
- Other: _____

PERMIT NO. _____

Approved by _____
Development Services Administration

Date of Issuance _____

(SEE BACK OF APPLICATION FOR ADDITIONAL INFORMATION)

SUBMITTAL CHECKLIST (Incomplete applications will not be accepted):

MINOR GRADING PERMIT (Graded area under 1 acre and maximum height of excavation or fill under 15 feet):

- ▶ **GRADING PLAN** - Two (2) Copies
- ▶ **BEST MANAGEMENT PRACTICES (BMP) PLAN** - Two (2) Copies; Plan can be combined with grading plan.
- ▶ **COMPLETED APPLICATION** - One (1) Original

MAJOR GRADING PERMIT (Graded area over 1 acre OR maximum height of excavation or fill over 15 feet):

- ▶ **GRADING PLAN** - Three (3) Copies; PREPARED BY LICENSED ENGINEER
- ▶ **EROSION CONTROL PLAN** - Three (3) Copies; PREPARED BY LICENSED ENGINEER
- ▶ **DRAINAGE PLAN AND REPORT** - Two (2) Copies; PREPARED BY LICENSED ENGINEER
- ▶ **ENGINEER'S SOILS REPORT (only required if maximum height of excavation or fill greater than 15 feet)** - One (1) Copy; PREPARED BY LICENSED SOILS ENGINEER
- ▶ **COMPLETED APPLICATION** - One (1) Original

GRUBBING PERMIT (Ground cover uprooted from surface of ground with no change in grade):

- ▶ **GRUBBING PLAN** - Two (2) Copies
- ▶ **BEST MANAGEMENT PRACTICES (BMP) PLAN** - Two (2) Copies; Plan can be combined with grubbing plan.
- ▶ **COMPLETED APPLICATION** - One (1) Original

GRADING/GRUBBING WORK ON PROPERTY ON SHORELINE (in addition to above submittals)

- ▶ **LIMITS OF COASTAL DUNE** - Determination to be made by coastal scientist.
- ▶ **COPY OF SMA PERMIT**
- ▶ **LIMITS OF SHORELINE SETBACK AREA** - As determined by Department of Planning.
- ▶ **THE FOLLOWING STATEMENTS SHALL BE PLACED ON THE PLAN:**
 1. All construction related conditions of the SMA permit.
 2. That the importation and placement of soil is prohibited within the shoreline area.
 3. That grading of the coastal dune is prohibited.

*Grading permit fee and bond shall be collected prior to issuance of permit.

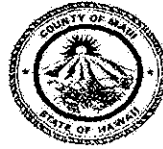
OWNER'S ACKNOWLEDGMENT:

1. I confirm that the information provided in this application is true and correct to the best of my knowledge and I assume all responsibility for the truth and validity of this application and all associated exhibits and documents submitted.
2. I agree to allow representatives of the County of Maui to go on or about the subject property for inspection purposes in connection with this application.
3. If the owner is a corporation, partnership, limited liability company (LLC), governmental agency or other entity, I confirm that I am authorized to act on behalf of the corporation, partnership, LLC, governmental agency or other entity in processing this application.

STANDARD GRADING CONDITIONS:

1. This permit expires one year from the date of issuance. It may be extended upon request in cases of hardship or good cause.
2. A copy of the permit and the approved grading/grubbing plans shall be kept onsite during construction.
3. The permittee shall notify DSA at least two (2) days prior to commencing work by calling 270-7366.
4. The importation and placement of soil is prohibited within the shoreline area, except for sand. The grading of coastal dunes is prohibited.
5. Submission of a Grading Report (Section 20.08.250 MCC), including compaction tests, is required at the completion of the project and prior to release of the bond or project completion for work involving cuts and fills greater than 15 feet in height. Compaction tests shall be provided for work involving County roadway construction.
6. The grading limits shall be clearly staked out prior to initiation of work and maintained to completion of grading.
7. The area to be graded or grubbed shall not exceed fifteen acres. Additional areas shall not be opened for grading or grubbing until the area already disturbed has been adequately stabilized.
8. The horizontal distance from the top or bottom of a cut or fill slope to the adjoining property line shall be in accordance with Section 20.08.210 MCC.
9. In the event that anything shown on the approved grading/grubbing plans is in conflict with any of the provisions of the grading ordinance, the stricter of the two shall apply.
10. Best Management Practices (BMPs) per the approved erosion control plan must be installed prior to clearing and grading.
11. At a minimum, disturbed areas of the construction site that will not be redisturbed for twenty-one days or more will be stabilized (grassed or graveled) by no later than the fourteenth day after last disturbance.
12. All areas disturbed by construction activities shall control dust emissions to the maximum extent practicable through the application of bmps, that may include watering with trucks or sprinklers, erection of dust fence, limiting the area of disturbance, and timely grassing of finished areas. Grading operations shall be temporarily halted during adverse wind conditions when dust cannot be controlled otherwise.
13. Issuance of this permit does not obviate the need to obtain and comply with other agency requirements including those from the Planning Department, State Department of Health, State Historic Preservation Division, Army Corps of Engineers, and any others if applicable.
14. Should historic sites such as walls, platforms, pavements, or mounds, or remains such as artifacts, burials, concentration of shell or charcoal be encountered during construction activities, work shall cease immediately in the immediate vicinity of the find and the find shall be protected from further damage. The contractor and/or landowner shall immediately contact the State Historic Preservation Division (243-5169), which will assess the significance of the find and recommend and appropriate mitigation measures, if necessary.
15. The applicant is advised that there are zoning restrictions of building heights which are measured from the top of the structure to the natural or finish grade, whichever is lower. For example, residential, agricultural, and rural districts have a height restriction of 30 feet. Placing fill on your lot will reduce the allowable height to less than 30 feet from the finished grade. Call the Zoning Administration and Enforcement Division of the Planning Department at 270-7735, should you have any questions regarding building height restrictions.

Note to applicant: The building plans will not be able to be reviewed by DSA- Engineering for permit approval until this form is completed and approved. Please call Bert Ratte at 270-7242, should you have questions on completion of this form.



**DEPARTMENT OF PUBLIC WORKS
DEVELOPMENT SERVICES ADMINISTRATION**

GRADING and GRUBBING PERMIT CHECK

PROJECT NAME _____ TMK # (2) _____
BUILDING PERMIT APPLICATION # _____ PLAN WAIVER # _____

Check one

- OUTSIDE OF SMA DISTRICT:** The excavation or backfill for the structure need not be considered for this computation if a building permit is issued. However, earthwork quantities outside of the building limits, such as cutting or filling of slopes in the front, back, or side yards must be included below.
- IN THE SMA DISTRICT:** All proposed earthwork quantities must be included below including that for excavation and fill for building foundations.

Maximum depth of cut or fill (whichever is greater) _____ feet

Quantity of cut or fill (whichever is greater) _____ cubic yards

Total grubbed area (exposed earth with vegetative roots removed) _____ acre/sq.ft.

- ▶ I certify that the information provided above is accurate to the best of my knowledge.
- ▶ I also certify that I will not alter the general drainage pattern with respect to the properties of my neighbors.
- ▶ Graded slopes shall not be steeper than two horizontal to one vertical.
- ▶ If cutting or filling near the property line, I will not disturb the ground any closer than the following distances from the property line*:
**unless a retaining wall is immediately constructed.*

<u>Height of cut or fill</u>	<u>Minimum Undisturbed Distance from Property Line (in feet)</u>
0 feet to 2 feet	1
+2 feet to 4 feet	2
+4 feet to 6 feet	3
+6 feet to 10 feet	4
+10 feet to 15 feet	5
+15 feet	8

Applicant's Signature _____ Date _____

Print Name _____