



DO YOUR HOMEWORK:

Tips on Planning a Successful Home Construction Project

1. Get written detailed bids from three contractors. Compare the bids and ask questions. Don't assume that the lowest bid is the best deal.
2. Verify that the contractor's license is active and check the complaint history at **hirealicensedcontractor.com** or call 503-378-4621.
3. Ask for, and check references. Look at other jobs the contractor has completed recently.
4. Verify who will be responsible for securing the necessary permits.
5. Agree in advance to a payment schedule, don't pay for everything up front.

ABOUT US

The Public Works Department is the largest department within the City of Astoria. Major areas of responsibility include: Water Treatment and Distribution; Waste Water Collection and Treatment; Street Maintenance; Engineering Services; Sanitation/ Recycling Services; Fleet Maintenance for all City Vehicles; Forestry Management; City Facility Maintenance; Railroad Maintenance; and Mapping with Geographic Information Systems (GIS).

The Public Works Department is actively involved in a wide range of current and future capital improvements ranging from water, sewer, streets, storm water projects, to overseeing construction management and participating in the land development review process.

For further information please visit our website at **www.astoria.or.us**.

HOW TO CONTACT US

Engineering Division 503-338-5173

Permitting engpermits@astoria.or.us
for submittal



CITY OF ASTORIA

Founded 1811 • Incorporated 1856

Public Works Department, Engineering Division

1095 Duane Street, Astoria, OR 97103

503-338-5173 • Fax 503-338-6538



Do I need a Grading and Erosion Control Permit?

www.astoria.or.us

COMMON QUESTIONS AND KEY INFORMATION REGARDING GRADING AND EROSION CONTROL PERMITS

WHAT IS THE PURPOSE OF THE GRADING AND EROSION CONTROL PERMIT?

(Ordinance 3.300)

The permit regulates grading and erosion control. Its purpose is to:

- Minimize impacts associated with excavation and grading;
- Minimize the erosion of land during clearing, excavation, grading, construction and post-construction activities;
- Prevent the transport of sediment and other soil borne pollutants into waterways or onto adjacent property;
- Prevent the unnecessary clearing, excavation, and stripping of land; and
- To reduce the amount of soil exposure during construction.

WHEN IS A GRADING AND EROSION CONTROL PERMIT REQUIRED?

(Section 3.305)

Persons proposing to clear, grade, excavate, strip, or fill land (regulated activities) shall obtain a permit before commencing any of the following activities:

- Any proposed clearing, grading, filling, stripping, or excavating (regulated activity) within 100 feet of a river, bay, stream, watercourse or wetland; or
- Any proposed regulated activity located more than one hundred feet from a river, bay, stream, watercourse or wetland that exceeds an area of 2,000 square feet; or

- Any proposed clearing, grading, filling, stripping, or excavating (regulated activity) within 100 feet of a known geologic hazard as indicated on the City's "Areas of High Water and Past Slides" map; or
- Any proposed clearing, grading, filling, stripping, or excavating (regulated activity) if any portion of the site has a slope of 35% or greater; or
- The proposed cumulative volume of excavation and fill exceeds ten cubic yards in a 12 month period; or
- Excavation or fill in excess of one (1) foot deep.

WHAT ACTIVITIES ARE EXEMPT FROM THE GRADING AND EROSION CONTROL PERMIT?

The following activities do not require a Grading and Erosion Control Permit:

- Residential landscaping and gardening activities up to 1,000 square feet;
- Forest management activities in an area zoned Land Reserve (LR) for forest management;
- Utility construction by public or private utility agencies, involving less than 20 cubic yards of excavation or fill; and
- Emergency repair work by a utility agency; after the emergency repairs are completed, the site shall be subject to the requirements of this ordinance.

It is always a good idea to check with the Engineering Division if you have any questions about whether a permit is necessary.

WHERE CAN I GET A GRADING AND EROSION CONTROL PERMIT?

Permits can be obtained from the Public Works, Engineering Division at 1095 Duane Street or online at www.astoria.or.us.

WHAT ARE THE PERMIT FEES?

PERMIT FEES BASED ON AREA TO BE GRADED

Ground Disturbance < 1 Acre	\$110.00
Ground Disturbance >1 Acre	\$275.00
Permit Extensions beyond 180 Days	\$30.00

HOW LONG IS THE PERMIT ACTIVE?

The permit expires after 180 days unless substantial construction has taken place. The permit may be extended for an additional 180 days upon written request by the applicant.

