

Willard City Corporation

80 West 50 South
Box 593



Willard, Utah 84340
(435)734-9881

Encroachment/Excavation Permit Application

Applicant/Owner(s) of Record:

Name

Phone Number

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____ Fax: _____

Authorized Representative to Whom All Correspondence is to be Sent:

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E-Mail Address: _____ Fax: _____

Project Information: Parcel #: _____

Project Name: _____

Location/Address: _____

Size of Excavation: ____ ft. x ____ ft. = _____

Size of Asphalt Cut: ____ ft. x ____ ft. = _____

OWNER(S) ACKNOWLEDGEMENT All application fees must be paid at time of application submittal. No application will be processed until all application fees are paid. PLEASE NOTE REGARDING FEES; the payment of fees and /or the acceptance of such fees by City Staff does not constitute any sort of approvals, vesting, or signify that the application is complete or appropriate in any manner. The collection of fees is simply a requirement to begin the review process that will ultimately make such determinations. I hereby declare under penalty of perjury that this application form, and all information submitted as part of this application form is true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application form be incorrect or untrue, I understand that Willard City may rescind any approval or sufficiency determination, or take other appropriate action.

Owner(s) Signature:

_____ Date: _____

WILLARD CITY

CHECKLIST & REVIEW PROCEDURE FOR EXCAVATION PERMIT

Criteria for Approval

- The proposed use will not be in violation of any City, State, and Federal Laws.
- The applicant shall present evidence to show approval of the landowner for the particular use, unless the land is owned by the applicant and, in such case, the applicant shall submit proof of ownership.
- The applicant shall demonstrate that he/she possesses the requisite skills and experience to ensure that the particular use will be conducted in a safe and orderly manner.
- The use will not adversely affect in a significant manner, the public health, safety and welfare.

General Submission Requirements

- Completed application form
- Application fee \$100** plus actual engineering review cost, bonds and cost of required legal notices (if any).
- 4 copies of a detailed site plan drawn to scale (2 copies on 11" x 17" paper size and 2 copies on 24" x 36" paper size), electronic copies (In pdf format) of all submissions as required, including, at a minimum:
 - Vicinity Map & North Arrow;
 - Scale;
 - Property lines;
 - Traffic Control and Pedestrian Safety Plan, if required

The location and description of all proposed excavation activities, the following requirements from either Types 1 or 2:

Type 1 - Regular Grading (less than 5,000 cu. yd.)

- General Vicinity Map
- Site drawing with limiting dimensions of grading with depths of cut and fill,
- Location of property lines, location of buildings or structures within 15 feet of work, and location of all drainage features.
- Erosion Control and Revegetation Plan

A statement indicating fill material was placed on the lot shall be recorded in the Box Elder County Recorders Office to ensure that future lot owners are put on notice of this grading work.

Post a Restoration and Revegetation Bond with Willard City in an amount estimated to remove all materials placed and to revegetate the site with native vegetation.

The imported fill material shall be placed and graded on a regular basis to the lines shown on the submitted plan so that the site does not appear to be a stock pile area.

Review weed control measures with public works staff.

Type 2 - Engineered Grading (more than 5,000 cu. yd.)

General Vicinity Map

Site drawing with limiting dimensions of grading with depths of cut and fill,

Location of property lines, location of buildings or structures within 15 feet of Work and location of all drainage features.

Erosion Control and Revegetation Plan

Post a Restoration and Revegetation Bond with Willard City in an amount estimated to remove all materials placed and to revegetate the site with native vegetation.

Soils engineering (geology) report and recommendations

Provide a Weed Control Plan.

Storm Water Pollution Prevention Plan and Erosion Control Plan, per Willard City's Development Standards, Engineering Requirements and Supplemental Specifications for Public Works Projects (if applicable)

Additional information may be required (See attachment as appropriate)

Yes No (staff determination)

RECEIVED BY: _____ DATE: _____