



**CITY OF NEWPORT**  
 Community Development Dept.  
 169 SW Coast Hwy  
 Newport, OR 97365  
 (541) 574-0629  
 (541)574-0644 Fax  
 INSP: [BuildingPermits.Oregon.gov](http://BuildingPermits.Oregon.gov)

Office Use Only

Permit #:

## **GRADING PERMIT APPLICATION**

Applications may be obtained online at:

[www.newportoregon.gov/business/formsAppsPermits.asp](http://www.newportoregon.gov/business/formsAppsPermits.asp)

### **1. Job Information (where work is taking place)**

Job Site Address: \_\_\_\_\_

### **2. Owner's Name:** \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

### **3. Applicant/Architect/Engineer (person responsible for plans)**

☐ Mark if same as owner ☐ Mark if same as contractor

Name of Person: \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

### **4. Contractor Information (person/company performing the work)**

Name of Contractor: \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

**OR CCB # (Req'd):** \_\_\_\_\_ **Active?** ☐

**City Business License # (Req'd):** \_\_\_\_\_

### **5. Contact Person (receives building permit correspondence)**

**same as:** ☐ owner ☐ contractor ☐ applicant

Name of Contact: \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

### **6. Project Description:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### **CATEGORY OF CONSTRUCTION**

\_\_\_ Commercial

\_\_\_ Residential

#### **GRADING FEES**

Cubic Yards	Permit Fee	Each Add'l	Total
\$1 - \$2,000	\$75.00	---	
\$2,001 - \$25,000	\$75.00 for the first \$2,000	+ \$10.25 for ea. add'l \$1,000 or fraction thereof to & including \$25,000	
\$25,001 - \$50,000	\$310.75 for the first \$25,000	+ \$7.75 for ea. add'l \$1,000 or fraction thereof to & including \$50,000	
\$50,001 - \$100,000	\$504.50 for the first \$50,000	+ \$5.50 for ea. add'l \$1,000 or fraction thereof to & including \$100,000	
Over \$100,000	\$779.50 for the first \$100,000	+ \$4.25 for ea. add'l \$1,000 or fraction thereof	
<b>Grading Permit Fee</b>			
A) Permit Subtotal (total from above checklist)			
B) Minimum permit fee ( <b>only if A is less than \$75 = \$75</b> )			
<b>C) Permit Total (A or B above)</b>			
Investigation fee – working without permits (\$75/hr. w/1 hr. min.)			
Plan Review (65% of Permit Total = C x 0.65)			
Re-inspection fee <b>\$75.00</b>			
<b>TOTAL PERMIT FEE</b>			

#### **NOTICE**

**ASSOCIATED PERMITS:** All commercial or residential building permits, plumbing, mechanical, and/or electrical permits are applied for **separately**.

**EXPIRATION OF APPLICATION:** This application expires if a permit is not obtained within 180 days after it has been accepted as complete, and a permit becomes null & void if the authorized work is suspended for a period of 180 days at any time after work is commenced.

***I hereby certify that I have read & examined this application & know the same to be true & correct. All provisions of laws & ordinances governing this type of work will be complied with whether specified herein or not.***

**Copyright Release:** I hereby grant permission to the City of Newport to replicate, scan and post to the internet, in whole or part, drawings & all other materials submitted by me, my agents, or representatives. This grant of permission extends to all copies needed for administration of the City's regulatory, administrative, and legal functions, including sharing of information with other governmental entities and members of the general public.

**By attaching my signature below, I certify herein that I have read, understood, and confirm all the statements listed above & throughout the application form.**

I agree \_\_\_\_\_ Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name: \_\_\_\_\_

THE FOLLOWING IS INTENDED TO BE USED AS A GUIDE		Yes	No	N/A
1.	Three (3) copies of site plan & civil drawings drawn to scale which includes the following: North arrow, scale, all property lines including those within the project site, setbacks, & all public and/or private easements, & names of all adjacent streets			
A.	Layout of buildings, decks, driveways, sidewalks, parking, & handicap/fire department access			
B.	Existing public & private utilities located on the property (Storm, Water & Sewer)			
C.	Erosion control plan			
Additional Notes:				