



CITY OF NEWPORT
 Community Development Dept.
 169 SW Coast Hwy
 Newport, OR 97365
 (541) 574-0629
 (541)574-0644 Fax
 INSP: BuildingPermits.Oregon.gov
 or phone: 1-888-299-2821

Office Use Only
Permit #:

GRADING PERMIT APPLICATION

Applications may be obtained online at:
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
50 yards or less	No fee	-		---
51-100 cubic yards	\$65.00	-		\$65.00
101-1,000 cubic yards	\$65.00 for the first 100 cu. Yds.	+ \$25.00 for ea. Add'l 100 cu. Yds. or fraction thereof		
1,001-10,000 cubic yards	\$290.00 for the first 1,000 cu. Yds.	+ \$30.00 for ea. Add'l 1,000 cu yds. or fraction thereof		
10,001-100,000 cubic yards	\$560.00 for the first 10,000 cu. Yds.	+ \$50.00 for ea. Add'l 10,000 cu. Yds. or fraction thereof		
100,001 cubic yards & above	\$1,010.00 for the first 100,000 cu. Yds.	+ \$35.00 for ea. Add'l 10,000 cu. Yds. or fraction thereof		
Grading Permit Fee				
A) Permit Subtotal (total from above checklist)				
B) Minimum permit fee (only if A is less than \$65 = \$65)				
C) Permit Total (A or B above)				
Investigation fee – working without permits (\$65/hr. w/1 hr. min.)				
Plan Review (65% of Permit Total = C x 0.65)				
Re-inspection fee \$65.00				
TOTAL PERMIT FEE				
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:				