

# City of Elma

Building/Community Development  
P.O. Box 3005 - 202 W. Main Street  
Elma, Washington 98541  
(360) 482-4482, 482-2212 - Fax # (360) 482-4960

## GRADE AND FILL PERMIT APPLICATION

1. Applicant \_\_\_\_\_
2. Mailing Address: \_\_\_\_\_  
Street City zip code
3. Telephone: \_\_\_\_\_  
Home Work
4. Site Address: \_\_\_\_\_  
Street City
5. Site Parcel Number \_\_\_\_\_
6. Owner (if different than applicant) \_\_\_\_\_
7. General Location: \_\_\_\_\_
8. Parcel Number(s) \_\_\_\_\_
9. Applicant:  Owner  Lessee  Contract Purchaser  Other
10. Proposed development is:  Commercial  Single-family residence  Multi-family residence  Other \_\_\_\_\_
11. Describe what you plan to do (include approximate quantities and depth of fill, what type of materials you will use, and where you are getting the materials)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. **A).** Describe how you plan to address the issue of on-site sewage **B).** Has the property been evaluated before for on-site sewage? **C).** Have you made application for on-site sewage evaluation? **D).** If you are proposing on-site sewage please complete the attached site plan paying close attention to the details requested \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CAUTION: Grading and/or filling may destroy the ability of property to accommodate an on-site sewage disposal system. If you plan, at some point, to install a septic system you should review your plans with an Environmental Health Specialist before proceeding with the grading and/or filling project.**

13. **A).** Describe how you plan to address the issue of road access. **B).** Is the proposed access off a private lane, county road or state highway? **C).** Is the access for commercial or residential use? **D).** If residential, how many

families will be using this access? **E).** If commercial, how much traffic do you anticipate? **F).** If the access is off a state highway have you contacted the Wash. State Department of Transportation?

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Please circle NO or YES. If the answer is YES then explain or describe as necessary.

- 14. Is there any standing or running water on the surface of the property or on any nearby property at any time during the year?  
NO – YES (please explain or describe)
  
- 15. Has any portion of the property or any nearby property ever been identified as a wetland or swamp?  
NO – YES (please explain or describe)
  
- 16. Are any willows, cattails, wild iris, skunk cabbage, alders, or cottonwoods present on your property or adjacent properties?  
NO – YES (please explain or describe)
  
- 17. Are there any indications on any portion of the property or on any nearby property of rockslides, earth movements, mudslides, or landslides?  
NO – YES (please explain or describe)
  
- 18. Does the site have slopes with little to no vegetation?  
NO – YES (please explain or describe)
  
- 19. Does the site contain high percentages of silt and/or very fine sand?  
NO – YES (please explain or describe)
  
- 20. Does the site contain ground water seepage or springs near the surface of the ground?  
NO – YES (please explain or describe)
  
- 21. Have you been in contact with any other agencies about this proposal?  
NO – YES (please explain or describe)
  
- 22. On graph paper, please indicate, using vertical and horizontal lines, the steepest slope found on your project site.

*The applicant hereby certifies that all of the above statements and the information contained in any other transmittals made herewith are true, and the applicant acknowledges that any action taken by Grays Harbor County based in whole or in part on this application may be reversed if it develops that any such statement or other information contained herein is false.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

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[building@cityofelma.com](mailto:building@cityofelma.com)

## WARNING AND DISCLAIMER

The permit which has been issued is issued upon the implied conditions that

- (1) at the time of its issuance, the applicant has complied with all existing requirements;  
and
- (2) during actual construction, all existing standards and requirements covering and controlling such construction are complied with.

If at any time during construction, the project is found to be in non-compliance in any manner whatsoever, construction will be stopped until such steps are taken as will bring the project into compliance.

No action or failure upon the part of the city or its employees or agents shall excuse any non-compliance, nor give rise to any liability on the part of the city or its employees or agents.

Situations most frequently giving rise to non-compliance are failure to locate a building so as to comply with appropriate set-in standards or to have inspections made at appropriate times.

Issuance of permit is specifically made subject to the conditions contained in paragraphs 1 and 2 and acceptance thereof.

Please read, sign, and date receipt and acceptance of these conditions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date