



LAND DISTURBANCE  
PERMIT APPLICATION

10210 E Sprague Avenue ♦ Spokane Valley WA 99206  
Phone: (509) 720-5240 ♦ Fax: (509) 720-5075 ♦ [permitcenter@spokanevalleywa.gov](mailto:permitcenter@spokanevalleywa.gov)

**STAFF USE:**

☐ ENGINEERED GRADING

☐ REGULAR GRADING

☐ GRUBBING & CLEARING

**APPLICANT USE:**

SITE ADDRESS:

ASSESSORS PARCEL NO.:

**APPLICANT NAME:**

PHONE:

EMAIL:

CELL:

**CONTACT NAME** ( ☐ SAME AS APPLICANT ):

PHONE:

EMAIL:

CELL:

**PROPERTY OWNER NAME:**

☐ CHECK IF APPLICANT

MAILING ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

EMAIL:

CELL:

**CONTRACTOR NAME:** ( ☐ TBD ):

☐ CHECK IF APPLICANT

MAILING ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

EMAIL:

CELL:

STATE LIC. NO.:

EXPIRES:

UBI:

**DESCRIBE THE SCOPE OF WORK IN DETAIL AND INDICATE USE:**

**ESTIMATED QUANTITIES (CUBIC YD):** CUT:

FILL:

**IF CUT, PROVIDE DESTINATION OF SOIL:**

**START DATE:**

**ESTIMATED COMPLETION DATE:**

/ /20

**LAND DISTURBANCE (LD) PERMIT CHECKLIST**

Project Address: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Project Description: \_\_\_\_\_

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

The purpose of this checklist is to gather information about the proposed project so to determine what land disturbance permit, if any, is required by the Spokane Valley Municipal Code (SVMC).

Starting with Part 1 and working from top to bottom, please answer the following questions.  
The first "Yes" identifies the type of land disturbance (LD) permit required.

**PART 1 – Is LD work exempted or already covered? (SVMC 24.50.020) If so then LD permit not needed.**

- ☐ Yes ☐ No Does your project only have to do with emergency utility work; cemetery graves; eliminating septic tanks; digging out a basement; building a wall less than 4 feet high; disposal of refuse that is covered under other regulations; already permitted mining, quarrying, stockpiling of aggregate material (rock, sand, gravel, aggregate, or clay) or exploratory excavations done under the direction of a licensed engineer or engineering geologists? If yes, then project exempted from a LD permit.

**PART 2 – Engineered Grading Permit needed? (SVMC 24.50.030: 2 sets plans, 1 set calcs etc. from Engineer)**

- ☐ Yes ☐ No Will this grading be for a short plat, subdivision, or binding site plan?  
☐ Yes ☐ No Will any grading occur in a FEMA floodplain, wetland, wetland buffer, Fish and Wildlife habitat conservation area or geologically hazardous area?  
☐ Yes ☐ No Will the volume of excavation or fill for the project be over 500 cubic yards?  
(Note – if volume is greater than 1000 cubic yards then a SEPA environmental checklist will need to be submitted for review)  
☐ Yes ☐ No Will the grading create a base or support for a permanent structure?  
☐ Yes ☐ No Will the grading be for a driveway that is longer than 75 feet?  
☐ Yes ☐ No Will any grading occur in a drainage channel or be for a water feature (like a pond) with a surface area greater than 500 square feet?  
☐ Yes ☐ No Will this grading result in the addition or replacement (excluding pavement maintenance) of 5,000 square feet or more of impervious surfaces or the disturbance of 1 acre or more land or the construction of new drywells or other underground injection control (UIC) facilities?  
☐ Yes ☐ No Will any excavations or fills have slopes at 2:1 (H:V) or steeper **and** heights greater than 2 ½ feet?  
☐ Yes ☐ No Will any excavations or fills have slopes at 10:1 (H:V) or steeper **and** heights greater than 4 feet?

**PART 3 – Regular Grading Permit needed? (SVMC 24.50.040: 1 set of plans showing grading and temporary erosion and sediment control: does not require engineering)**

- ☐ Yes ☐ No Will the volume of excavation or fill be over 50 cubic yards on any one lot?  
☐ Yes ☐ No Will any excavations have slopes at 2:1 (H:V) or steeper **or** heights greater than 3 feet?  
☐ Yes ☐ No Will any fills have slopes at 2:1 (H:V) or steeper **or** heights greater than 2 feet?

**PART 4 – Grubbing and Clearing (G&C) Permit needed? (SVMC 24.50.050: 1 set of plans showing G&C and temporary erosion and sediment control: does not require engineering)**

- ☐ Yes ☐ No Will the G&C work disturb 5,000 or more square feet of area or remove 7 or more trees?  
(Note that forest practices overseen by DNR or commercial agriculture are exempt)  
☐ Yes ☐ No Will there be any clearing on slopes or near/in FEMA floodplains, wetlands, wetland buffers, Fish and Wildlife habitat conservation areas, geologically hazardous areas, or erodible soils?

*If the answers to all the questions above are "No" then a permit is not required for the proposed work.*

property owner. 3) The applicant/permittee is the property owner or has full permission and authority to represent the property owner in this project and carry out the work specified in the permit. 4) All construction is to be done in full compliance with the City of Spokane Valley Municipal Code. The applicable codes are available for review at the City of Spokane Valley Permit Center. 5) The applicant/permittee further declares that they are either: (A) a contractor currently registered and properly licensed in accordance with Chapter 18.27 RCW; (B) the registered or legal owner or authorized agent of the property for which I am applying for permit and not a licensed contractor; or (C) otherwise exempt from the requirements set forth in RCW 18.27.090 and will abide by all provisions and conditions of the exemption as stated. 6) The City of Spokane Valley permit is a permit to carry out the work as specified therein and is not a permit or approval for any violation of federal, state, or local laws, codes, or ordinances. 7) Compliance with all federal, state, and local laws shall be the sole responsibility of the applicant/permittee and property owner. 8) Plans or additional information may be required to be submitted and subsequently approved before this application can be processed. The City is not responsible for any code violation through the issuance of this permit. 9) Failure to request and obtain the necessary inspections and inspection approvals may necessitate stoppage of work and/or removal of certain parts of the construction at the applicant's/permittee's or property owner's expense.