



Grading Permit Package Checklist

Town of La Plata
305 Queen Anne Street • P.O. Box 2268
La Plata, MD 20646
301-934-8421 Fax: 301-934-3965
www.townoflaplata.org

Project #: _____ Date: _____

A grading permit must be issued to authorize work to be performed for site grading, erosion and sediment control, stormwater management facility installation, grading in the public right-of way or any other work as stated in the Town Code.

Pre-Application Requirements:

The following items must be completed prior to the submission of a grading permit application:

Approved site plan and/or subdivision plans

A draft Cost Estimate (reviewed and approved by Town Staff)

Grading Permit Application:

The Grading Permit Package shall contain the following items:

Completed Grading Permit Application

Completed Grading Permit Package Checklist

Approved and Certified Cost Estimate (Stamped and sealed by an engineer)

Three (3) hard copies of the approved final engineering plans

Dedication Documents (Refer to the Dedication Document Checklist if applicable)

Forest Conservation (If required)

Two Year Maintenance Agreement

Long Term Protection Agreement

.DWG File for Easements

Charles County Soil Conservation District Approval

Fees (Due at time of pickup)

Surety (Performance Bond or Letter of Credit or Cash with an Escrow Agreement)

- **Prior to the issuance of the grading permit the surety and all associated documents shall be approved and executed by the Town.**
- **A Pre-Construction meeting must be scheduled prior to starting any work on the site. Please contact Jeanine Harrington at (301) 934-8811 or the Planning Department at (301) 934-1500 to schedule the meeting.**