

CITY OF LADUE
LAND DISTURBANCE PERMIT APPLICATION

The owner is responsible for insuring that the information on the Application is true and complete. The City Staff will assist you in meeting the requirements of this application.

Requirements for Applications:

Any person who intends to conduct any land disturbance activity that will disturb *one acre or more* must obtain a site disturbance permit from the City of Ladue.

Each permit application shall be accompanied by a Storm Water Pollution Prevention Plan, prepared for the specific site by or under the direction of a qualified professional, and a statement that any land clearing, construction, or development involving the movement of earth shall be in accordance with the Storm Water Pollution Prevention Plan.

Storm Water Pollution Prevention Plan Requirements:

1. Name, address and telephone number of the site owner and the name, address and telephone number of the individual who will be in overall responsible charge of construction/development activities at the site.
2. Site address or location description.
3. A site map, signed and sealed by a professional engineer or an architect registered with the State of Missouri, showing the outlines of the total project area, the areas to be disturbed, existing land uses, locations and names of surface water bodies, locations of temporary and permanent Best Management Practices (BMPs) and such other information as the Building Commissioner may require.
4. Existing contours of the site and adjoining strips of off-site property and proposed contours after completion of the proposed grading and development, based on United States Geological Survey datum, with established elevations at buildings, walks, drives, street and roads; and information on necessary clearing and grubbing, removal of existing structures, excavating, filling, spreading and compacting.
5. A natural resources map identifying soils, forest cover, and resources protected under other chapters of the City of Ladue code.
6. An estimate of the runoff coefficient of the site prior to disturbance and the runoff coefficient after the construction addressed in the permit application is completed.
7. Estimated grading quantity.
8. Details of the site drainage pattern both before and after major grading activities.
9. Construction access to site.
10. Description of BMPs to be utilized to control erosion and sedimentation during the period of land disturbance.
11. Description of BMPs to be utilized to prevent other potential pollutants such as construction wastes, toxic or hazardous substances, petroleum products, pesticides, herbicides, site litter, sanitary wastes and other pollutants from entering the natural drainage ways during the period of construction and land disturbance.

12. Description of BMPs that will be installed during land disturbance to control pollutants in storm water discharges that will occur after land disturbance activity has been completed.
13. Location of temporary off-street parking, and washdown area for related vehicles.
14. Sources of off-site borrow material or spoil sites, and all information relative to haul routes, trucks and equipment.
15. The anticipated sequence of construction and land disturbance activities, including installation of BMPs, removal of temporary BMPs, stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date(s) on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.
16. All erosion and sediment control measures necessary to meet the objectives of this ordinance throughout all phases of construction and after completion of site development. Depending upon the complexity of the project, the drafting of intermediate plans may be required at the close of each season.
17. Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measures.
18. Provisions for maintenance of control facilities, including easements and estimates of the cost of maintenance.
19. Plans for responding to any loss of contained sediment to include the immediate actions the permittee will take in case of a containment failure. This plan must include documentation of actions and mandatory reporting to the Missouri Department of Natural Resources.
20. Schedules and procedures for routine inspections of any structures provided to prevent pollution of storm water or to remove pollutants from storm water and of the site in general to ensure all BMPs are continually implemented and are effective.

Fees:

The fee to be paid for a permit shall be as follows: \$250.00 for land disturbance between one and five acres and \$500.00 for land disturbance greater than five acres.

Inspections:

The Building Commissioner shall make inspections as hereinafter required and either shall approve that portion of the work completed or shall notify the permittee wherein the work fails to comply with the Grading, Erosion and Sediment Control Plan as approved. Plans for grading, stripping, excavating, and filling work bearing the stamp of approval of the Building Commissioner shall be maintained at the site during the progress of the work. To obtain inspections, the permittee shall notify the Building Commissioner at least two working days before the following:

1. Start of construction
2. Installation of sediment and erosion measures

3. Completion of site clearing
4. Completion of rough grading
5. Completion of final grading
6. Close of the construction season
7. Completion of final landscaping

The permittee or his/her agent shall make regular inspections of the land disturbance site, including all erosion and sediment and other pollutant control measures, outfalls and off-site receiving waters in accordance with the inspection schedule outlined in the approved SWPPP. Inspections must be scheduled at least once per week and no later than 72 hours after heavy rain. The purpose of such inspections will be to ensure proper installation, operation and maintenance of BMPs and to determine the overall effectiveness of the SWPPP and the need for additional control measures. All inspections shall be documented in written form on weekly reports with copies submitted to the Building Commissioner at the time interval specified in the permit. The inspection reports are to include the following minimum information:

1. Inspector's name and signature;
 2. Date of inspection;
 3. Observations relative to the effectiveness of the BMPs;
 4. Actions taken or necessary to correct deficiencies; and
 5. A listing of areas where land disturbance operations have permanently or temporarily stopped.
- C. In addition, the permittee shall notify the site contractor(s) responsible for any deficiencies identified so that deficiencies can be corrected within seven calendar days of the weekly inspection report.

Ordinances:

Additional information regarding land disturbance regulations may be found at the City's website, www.cityofladue-mo.gov under Ordinance 1950.

**City of Ladue
Land Disturbance Application Form**

Part I: Applicant Information:

Date: _____ Address for which application is submitted: _____

Being lot(s) no.* _____ of _____ subdivision.*

*Is any part of the subject property in the Flood Plain? Yes No

Owner of property: _____

Owner's Address (if different): _____

Owner's Telephone: _____ (day) _____ (evening)

Application is hereby made to the Building Commissioner of the City of Ladue for a permit to:

_____ at/on the above listed property, such construction being in accordance with the drawings and specifications presented herewith and in conformity with the provisions of Ordinance 1950, the estimated cost of which is \$ _____ to be completed on or about _____ of 20 _____.

Contractor: _____

Consulting Firm: _____

Address: _____

Address: _____

Telephone: _____ Fax: _____

Telephone: _____ Fax: _____

Contact: _____

E-Mail: _____

Owner's and Owner's Agent Statement:

The undersigned owner of the building or ground above described has authorized _____ to act as the agent for the purpose of procuring the permit herein applied for, and states that all of the above information is true to the best of their knowledge and belief. The undersigned further state that they have read and are entirely familiar with, Ordinance 1950 as they apply for the proposed land disturbance and Storm Water Prevention Plan for which the permit is requested. I/we understand that incomplete applications will not be processed.

Agent's Signature

Owner's Signature

For Office Use Only:
Plan Submission Record:

Permit Fee: \$ _____
Inspection Adjustment: \$ _____
Total Due: \$ _____
Deposit of \$ _____

Comment/Approval Record:

Date: _____ Reviewed By: _____

Comments: _____

Date: _____ Reviewed By: _____

Comments: _____

Date: _____ Reviewed By: _____

Comments: _____

Date: _____ Reviewed By: _____

Comments: _____
