



Summit County Engineering Grading and Engineering Permit FAQ's

- Any excavation, i.e. grading, filling, trenching or creating a driveway, on private property that is not exempt from obtaining a permit (*listed below*) will need a **Grading or Engineering Permit**.
- Property size, the amount of material imported or excavated, and the disturbance area will determine which permit you will need to apply for.

See the chart below for these requirements.

TABLE 1

Category of Work	Parcels Less than ½ Acre	Parcels Between ½ and 1 Acres	Parcels greater than 1 Acres
On-Site Excavation	500 Cu Yds	750 Cu Yds	1000 Cu Yds
Imported Fill	100 Cu Yds	250 Cu Yds	500 Cu Yds
Maximum Area of Disturbance	0.5 Acre	1 Acre	1 Acre

- Projects exempt from obtaining **Grading or Engineering Permits** are listed below:
 1. When approved by the County Engineer, minor Grading in an isolated, self-contained area if there is no danger to private or public property and when the Grading activity is not regulated by the Development Code.
 2. An excavation below finished grade for basements and footings of a building retaining wall or other structure authorized by a valid building permit.
 3. Cemetery Graves
 4. Refuse disposal sites controlled by other regulations.
 5. Excavations for wells, or utility line to serve existing or approved developments.
 6. Projects that have been issued valid Development Permit, including, but not limited to, Building Permits, Low Impact Permits, and Conditional Use Permits.
 7. Mining, quarrying, excavating, processing, stockpiling of rock, sand, gravel, aggregate or clay where established and provided for by law, provided such operations do not affect the lateral support or increase the stresses in or pressure upon any adjacent or contiguous property, and are approved by a valid permit from Summit County Community Development Department or the State of Utah, Oil Gas and Mining.
 8. Work associated with Landscape Grading of private property having had a valid building permit and for which a Certificate of Occupancy was previously issued by the Building Department, which does not exceed the following limits:
 - Construction of Berms which are outside a County Road Right-of-Way and whose maximum height does to exceed 4 feet
 - Work on terrain having slopes less than 30%

- Work does not obstruct or alter a drainage course
 - Work is outside areas which may be classified as wetlands by the U.S. Army Corps of Engineers
 - Work within the limits specified on the Table above
9. Work on undeveloped parcels which does not exceed the following listed above.
10. Surface Grading of existing gravel or dirt roads which does not increase the existing surface width nor increase the existing length.

Engineering Permit

- Required for all work on private property that is under the amounts shown on the chart above and does not meet any of the exceptions also listed above.
- Select the following link for the provided Erosion Control Application [Engineering Permit PDF](#)
- Submit applications to engineer@summitcountyutah.gov
- Required items to submit:
 1. Completed Application
 2. Site Plan
 - North Arrow
 - Detailed drawing and description of work to be done
 - Required Stormwater Mitigation Items shown on plan.
 3. [Construction Acknowledgement](#) signed, use link for the provided PDF.
 4. Cost estimate of the project to determine the Completion Bond amount (120% of the estimated cost estimate).
 5. Any other items that may be required by reviewers for approval.
- Required Inspections
 - To apply for an inspection please email engineer@summitcountyutah.gov with a request date, give the permit number, address of the project, what inspection you are requesting, and a contact name and number.
 1. **Rough Grade inspection** (Required for all projects initial start of the project when mitigation items are set up).
 2. **Pre Surface inspection** (Required if constructing a driveway or road).
 3. **Final Inspection** (Required when construction, final driving surface and any final grading or seeding has been completed).
 4. **Bond Release Inspection** (Once 70% of the disturbed area has been revegetated.)

Grading Permit

- Required for any project on private property that does not meet the exceptions listed above and is equal to or exceeds the amounts listed on the chart above.
- Permits shall be valid for a period of 180 days and shall be posted in a location that is always visible from the adjacent street while work is underway.
- Grading **more** than 5,000 cubic yards shall be performed in accordance with the approved Grading plan prepared by a Civil Engineer and shall be called “**Engineered Grading**”. Engineered Grading requires professional inspections provided by the Civil Engineer, Soils Engineer, and if required, the Engineering Geologist retained.
- Grading **less** than 5,000 cubic yards shall be designated “**Regular Grading**” unless the permittee chooses to have the Grading performed as Engineered Grading, or the County Engineer determines that special conditions or unusual hazards exist in which case grading shall conform to the requirements for Engineered Grading.
- Cuts and Fills shall be no steeper than a 2 horizontal to 1 vertical (2:1) unless the permittee furnishes a Soils Engineering or an Engineering Geology report, or both, stating that the site has been investigated and giving an opinion that a cut or fill at a steeper slope will be stable and not create a hazard to public or private property.
- Grading set back from property line is 2 feet or for a cut slope (1/2) of the vertical height with a minimum of 2 feet and a maximum of 10 feet and fill slope set back is (1/2) height with a minimum of 2 feet and maximum of 20 feet. This setback may need to be increased for any required interceptor drains, or as recommended in a Soils Engineering or Engineering Geology report.
- Select the following link for the provided Grading Permit Application [Grading Permit Application PDF](#).
- Submit application to engineer@summitcountyutah.gov

- Required items to submit:
 1. Completed application.
 2. Detailed Site Plan stamped by a licensed surveyor, architect or engineer in the State of Utah. (if stamped by a licensed architect or engineer a stamped survey must occupy the site plan)
 3. [Construction Acknowledgement](#) signed, use the provided link for the PDF.
 4. Engineers cost estimate of the project to determine the Completion Bond amount.
 5. If the disturbance is greater than one acre, then you are required to apply for a [State Stormwater Permit](#) and you must provide pre and post development runoff stormwater calculations. Summit Counties Stormwater Division has a helpful template for this process select the link provided [Summit County Stormwater](#).
 6. Any other items that may be required by reviewers for approval.

- To apply for an inspection please email engineer@summitcountyutah.gov with a request date, give the permit number, address of the project, what inspection you are requesting, and a contact name and number.

- Required Inspections
 1. **Rough Grade inspection** (Required for all projects initial start of the project when mitigation items are set up).

 2. **Pre Surface inspection** (Required if constructing a driveway or road).

 3. **Final Inspection** (Required when construction, final driving surface and any final grading or seeding has been completed).
 - **Engineered Grading** will be also required to provide the following reports, drawings and supplements:
 - A. An as-built Grading plan prepared by the Civil Engineer, retained to provide such services in accordance with Section 10 (2), showing original ground surface elevations, As-Graded ground surface elevations, drainage patterns, and the locations and elevations of surface drainage facilities and of the outlets of subsurface drains. As-constructed locations, elevations and details of subsurface drains shall be shown as reported by the Soils Engineer. Civil Engineers shall state that to the best of their knowledge the work within their area of responsibility was done in accordance with the final approved Grading plan.

 - B. A report prepared by the Soils Engineer retained to provide such services in accordance with Section 10 (3), including locations and elevations of field density tests, summaries of field and laboratory tests, other substantiating data, and comments on any changes made during Grading and their effect on the recommendations made in the approved Soils Engineering investigation report. The Soils Engineer shall submit a statement that, to the best of their knowledge, the work within their area of responsibilities is in accordance with the approved Soils Engineering report and applicable provisions of this ordinance.

- C. A report prepared by the Engineering Geologist retained to provide such services in accordance with Section 10 (4), including a final description of the geology of the Site and any new information disclosed during the Grading plan. Engineering Geologists shall submit a statement that, to the best of their knowledge, the work within their area of responsibility is in accordance with the approved Engineering Geologist report and applicable provisions of the ordinance.
- D. The Grading contractor shall submit in a form prescribed by the County Engineer a statement of conformance to said as-built plan and the specifications

4. **Bond Release Inspection** (Once 70% of the disturbed area has been revegetated.)

- For more information about Grading or Filling on Private Property please use the provided link to [Ordinance 315-C](#).