

Chartiers Township

2 Buccaneer Drive
Houston, PA 15342
(724) 745-3415
Fax (724) 745-1744

Grading / Excavation Permit Application

All applications and fees must be submitted directly to the Chartiers Township Planning Department located at 2 Buccaneer Drive, Houston, PA 15342

Applicant Name: _____

Address: _____

Phone: _____ Email: _____

Property Owner Name: _____

Address: _____

Phone: _____ Email: _____

Subject Property:

Business Name (if applicable): _____

Address: _____

Zoning District: _____ Tax Parcel ID: _____

Current Use: _____

Proposed Use (or purpose/reason for grading work): _____

Scope of Work: _____

Application Materials Provided (Check all that apply):

- ☐ Site Plan / Survey
- ☐ Landscape Plan
- ☐ E&S Control Plan
- ☐ Stormwater Management Plan
- ☐ Evidence of State/County Permits (if necessary): _____
- ☐ Other: _____

Total Area of Disturbance: _____ (Acres or Square Feet)

Total Amount of Earthwork: _____ Cubic Yards

Cut: _____ Cubic Yards Fill: _____ Cubic Yards

Estimated Cost of Construction (Total): _____

Estimated Start Date: _____, 20____ **Estimated Completion Date:** _____, 20____

Applicant Signature: _____ **Date:** _____

Property Owner Signature: _____ **Date:** _____

Township Signature: _____ **Date:** _____ **APPROVED / DENIED**

Grading / Excavation Application Guidelines

Application Materials: An application will be accepted and considered administratively complete if the following materials are provided:

1. Escrow account deposit of \$500.00.
2. Application fee paid in full (separate check from escrow deposit).

Grading Application/Permit Fee: \$25 Plus the Following	
Up to 1,000 Cubic Yards	\$80.00
1,000 to 5,000	\$230.00
5,001 to 10,000	\$355.00
10,001 to 20,000	\$540.00
20,001 to 30,000	\$725.00
30,001 to 40,000	\$850.00
40,001 to 50,000	\$1,070.00
50,001 to 100,000	\$1,565.00
100,001 to 150,000	\$2,035.00
150,001 to 200,000	\$2,510.00
Over 200,000	\$2,510.00 + \$65 per 10,000 CU/YDS

3. Single page application – One (1) signed original
4. Plan sets – Two (2) sets folded
5. Reports – Two (2) copies of all reports
6. If the applicant is not the property owner, property owner consent must be provided
7. Proof of permits from all relevant county, state, and federal agencies. At the time of application, the applicant may provide copies of county/state/federal applications or provide in writing their intent to apply for all required permits.

Review Process and Timeline: An application submitted to the Chartiers Township Planning Department shall be reviewed and approved/denied within twenty (20) days. The subject application will be reviewed by the Zoning Officer and Township Engineer. The Zoning Officer and Township Engineer may request additional materials, and/or clarifications and revisions to previously submitted plans and documents. Conditional approval may be granted by the Zoning Officer subject to the applicant complying with the conditions of approval.

Project Inspections: The applicant is responsible for notifying the Zoning Officer and the Township designated inspectors prior to commencing any grading/excavation work. The grading/excavation project is subject to periodic site inspections, at a cost to the applicant, to verify compliance with the Chartiers Township Code of Ordinances.

Questions or comments may be directed to planning@chartierstwp.com or by calling 724.745.3415.

Revised January 2024