



LAND DISTURBANCE PERMIT APPLICATION

APPLICANT INFORMATION (Person or legal entity to whom review and enforcement correspondence is sent)

NAME:	
TITLE:	
ADDRESS:	
TELEPHONE NUMBER:	
EMAIL ADDRESS:	

PROPERTY OWNER INFORMATION (Person or legal entity currently holding title to the property)

NAME:	
TITLE:	
ADDRESS:	
TELEPHONE NUMBER:	
EMAIL ADDRESS:	

PROPOSED LAND DISTURBANCE INFORMATION

ADDRESS OR LOCATION:	
IS THE PARCEL PLATTED? (Y/N)	PROPERTY I.D. (Appraisal ID#): R-
PARCEL AREA IN ACRES:	
LEGAL DESCRIPTION:	
ZONING DESIGNATIONS (if within city limits):	
PREVIOUS APPROVALS GRANTED TO THIS PROPERTY:	
Preliminary Plat (Y/N)	Date of approval: _____
Final Plat (Y/N)	Date of approval: _____
Subdivision Construction (Y/N)	Date of approval: _____

DESCRIPTION OF PROPOSED DEVELOPMENT (Provide a detailed description of all improvements. Attach additional page if necessary)

PURPOSE OF PROPOSED IMPROVEMENTS (Describe the purpose of these proposed improvements)

ACCOMPANYING OR PENDING APPLICATIONS (List other applications submitted to the City)

I CERTIFY THAT ALL RELEVANT REQUIREMENTS OF THE LAND DISTURBANCE PERMIT APPLICATION HAVE BEEN MET AND THAT THE APPLICATION IS COMPLETE.

PROPERTY OWNER SIGNATURE

DATE

PRINT NAME

CITY USE ONLY

SUBMITTAL DATE:	
COMPLETENESS REVIEW BY:	
CONTACT DATE FOR SUPPLEMENTAL INFO:	
SUPPLEMENTAL INFO RECEIVED	
RETURNED TO APPLICANT (DATE):	
ACCEPTED FOR REVIEW (DATE):	
FEE:	
APPROVAL DATE:	

The City of Copperas Cove will contact you within ten (10) working days and advise you whether your application is complete.

PERMIT CONDITIONS:

1. Contractor must comply with all state and local traffic, water quality, OSHA and other applicable safety codes and assumes all related liability.
2. Contractor is to maintain erosion control measures at all times.
3. Contractor shall notify Copperas Cove Building Inspections at _____ at least 24 hours prior to construction.
4. In case of emergency after normal working hours, notify the Copperas Cove Police Department at _____ or 9-1-1
5. All construction shall comply with City of Copperas Cove Construction Standards and the City of Copperas Cove Code of Ordinances
- 6. This permit and accompanying construction plans shall remain at the job site at all times.**
7. No grading or excavation will be allowed within existing public rights-of-way.
8. Call 8-1-1 for line locates within project limits.
9. Call City of Copperas Cove Public Works at _____ for City water and sewer line locates. No line locates will be provided without an approved permit.

LAND DISTURBANCE PERMIT CHECKLIST

THIS CHECKLIST MUST ACCOMPANY APPLICATION

The following items provide a checklist of minimum documentation requirements for an application for a Land Disturbance Permit. Please refer to the Subdivision Code (Sec. 17.5-60) for full requirements.

LAND DISTURBANCE PERMIT APPLICATION FEE

An application for a permit shall be accepted only upon payment of fee and with all requested information attached.

- \$_____/per *developed* acre (\$____ min.)
- Total Fee _____

LAND DISTURBANCE PERMIT APPLICATION REQUIREMENTS: Two (2) sets of plans are required. Please submit one copy of any supplemental information such as SWPPP, NOI, reports, studies and/or analyses. Plans shall be drawn to scale (using engineer's scale only).

- Deed** showing current ownership of the subject property. (including accurate boundaries of the property and lot dimensions, all recorded easements, statement indicating whether or not the property is in the floodplain, and special notes);

REQUIRED COMPONENTS FOR APPLICATION:

NOTE: Residential property less than two (2) acres may provide sketches for the following. All others must provide plans prepared and sealed by a professional engineer.

- Existing topographic survey (including existing facilities, both under and above ground).
- Floodplain limits (FEMA Flood Insurance Rate Maps)
- Proposed Grading Plan (including all existing and proposed facilities, both under and above ground).
- For grading in the floodplain depicted on the FIRM, provide a CLOMR or LOMR approved by FEMA.
- Erosion Control Plan detailing how silt, sediment, and pollutants will remain onsite and how soil will be stabilized once land disturbance is complete.
- Locations and details of temporary erosion and sedimentation control measures)
- For sites of 5 acres or more or are part of a larger common plan of development that will disturb 5 or more acres of land:
- Provide a copy of a Storm Water Pollution Prevention Plan prepared for the site.
- Provide a copy of the TCEQ Notice of Intent.
- Drainage report and supporting calculations including:
- Open channel design
- Detention design