

**CITY OF SAPULPA  
EARTH CHANGE PERMIT**

This application is in conformance with the provisions as outlined in Sapulpa City Code, Part 12, Chapter 7 (Earth Change Regulations), Sections 12-701 to 12-709. The fee for an Earth Change Permit is \$30.00.

Applicant

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone : \_\_\_\_\_

Date of Application: \_\_\_\_\_ Engineer: \_\_\_\_\_

Property Location: \_\_\_\_\_

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_

Zoning District of Property: \_\_\_\_\_

Type of Earth Change: (Check all that apply)

- ( ) Grading                      ( ) Filling                      ( ) Excavating                      ( ) Berming  
( ) Diking                      ( ) Re-Grading                      ( ) Paving  
( ) Re-Align/Relocate drainage route(s)

Does the lot or tract of record contain any natural/manmade watercourse?

If yes, Specify: \_\_\_\_\_

Is lot or tract on floodplain area? \_\_\_\_\_ If yes, specify FEMA Map Code:

Community Panel No. \_\_\_\_\_

Proposed Starting Date of Project: \_\_\_\_\_

Proposed Ending Date of Project: \_\_\_\_\_

Is stormwater discharge permit OKR10 required by DEQ? Yes \_\_\_\_\_ No \_\_\_\_\_

**Total Square Footage of Impervious Surface for Project** \_\_\_\_\_ **sq. ft.**

**Following information is required:**

Each earth change permit application shall contain the following information:

- The name and address of the legal owner of the property for which the permit is requested.
- A vicinity sketch of the site for which a permit is requested, including a legal description of such property, and a boundary line survey as may be requested by the City.
- Site drawings indicating each separate land area to be excavated, filled, graded, or leveled, the finished depth of each separate land cut or fill, the present and future (as completed) points of entry and discharge for surface water on the subject property, and identification of all temporary or permanent structures or other devices to be erected or established for the purpose of controlling or regulating surface water and erosion of such property.
- The applicant's plans for controlling on-site erosion and off-site sedimentation for the purpose of minimizing the deposit of sediment from the tract under application upon any other off-site public or private property or watercourse during all phases or project construction.
- The applicant's plans for receipt of surface water on his property and discharge of surface water from his property during periods of construction, and a statement specifying the anticipated time period for the completion of all drainage improvements. Provided, however, that if the Director of Urban Development is unable to determine from the application submitted that it meets the policies and standards governing the issuance of the requested permit, the Director of Urban Development shall request the applicant in writing to furnish such additional information which may be essential to such determination.

Owner's statement and signature certifying that the approved plans will be implemented under the direct supervision of a registered professional engineer.

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Permit Approval Recommended:

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Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Floodplain Administrator

Permit Approved: \_\_\_\_\_

Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Director of Urban Development

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Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Environmental Administrator