



# Development Services Department

320 E Jefferson Blvd, Dallas TX 75203  
(214) 948-4480

## PAVING AND GRADING PERMIT

### APPLICATION CHECKLIST AND REQUIRED DOCUMENTS

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By checking each requirement, you are stating that you have supplied correct and complete information. If the required information is not contained in the submitted documents, you will be notified of the deficiency. **Failure to supply the additional requested information may result in your application being delayed, denied, and eventually discarded.** A new application, complete plans, and a new checklist will be required for resubmittal for plan review. This resubmittal will be treated as new application and will be processed in the order of receipt.

#### OTHER REQUIREMENTS OR SPECIAL PROVISIONS

- 1. An application for site plan review
- 2. A site plan showing proposed topography, paving, landscaping, and structures on the property, accompanied by a site plan review fee.
- 3. A Site plan review fee (\$0.025 for each square foot of building or area to be paved and graded, or \$313.00, whichever is greater)
- 4. A tree survey or tree protection plan, when determined by the building official to be necessary to comply with Article X of the Dallas Development Code, as amended
- 5. A drainage plan if the property on which the paving or grading is to be performed is one acre or larger, accompanied by a copy of the Storm Water pollution Prevention Plan (SWPPP).

**The issuance of a grading and/or paving permit does NOT constitute a tree removal permit**

- You must submit to the arborist's office, an application for a tree removal permit
- Prior to any grading activity or tree removal, you must obtain a tree removal permit from the Chief Arborist
- Engineer Sealed Civil Details required

Exemptions: Lots less than two (2) acres that contain a single-family or duplex use as defined in the Dallas Development Code, as amended, are exempt

#### ACKNOWLEDGEMENT

I, \_\_\_\_\_ have read the above information and acknowledge that all

Please Print

required documents have been provided.

Signature \_\_\_\_\_

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