

Escarpment Permit Application and Fee

The application fee is **\$1,000.00**. The application review will not begin until the application fee is paid. A copy of the fee receipt must be included with the initial submittal. Please make checks payable to the "City of Dallas" at the address on the top of the application form.

Development Services Engineering 214.948.4205	CITY OF DALLAS APPLICATION ESCARPMENT PERMIT	City of Dallas 320 E. Jefferson, Room 200 Dallas, Texas 75203
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Applicant/Owner Information

Project Type _____ Date ____/____/____

Applicant's Name _____ Telephone No. _____ Email _____

Address _____

* Key Contact Name _____ Telephone No. _____ Email _____

Address _____

City _____ State _____ Zip Code _____

Contact's Status: (check one) Owner Representative Other _____

Owner _____ Telephone No. _____ Email _____

Address _____

City _____ State _____ Zip Code _____

Ownership Status: (check one) Individual Trust Partnership Corporation

Property Information

Site Location _____ Site Size (ac.) _____

Site Street Address _____

Subdivision _____ Lot No. _____ Block No. _____

Present Zoning _____ Present Land Use _____

Supplemental Information

1. Engineer of Record Information

Name _____ Firm _____

Phone No. _____ Email _____ P.E. # _____ Firm Reg # _____

2. Supporting Geotechnical Engineer Information

Name _____ Firm _____

Phone No. _____ Email _____ P.E. # _____ Firm Reg # _____

3. Supporting Geologist Information

Name _____ Firm _____

Phone No. _____ Email _____ P.E. # _____ N/A _____ Firm Reg # _____ N/A _____

Supplemental Information (cont.)		
4. Supporting Plant Biologist Information		
Name _____ Firm _____		
Phone No. _____ Email _____ P.E. # _____ N/A__ Firm Reg # _____ N/A__		
5. Briefly describe the methods used to identify the exact limits of the Escarpment Zone and GSA shown on the site plan		
Explain: _____ _____ _____		
6. Have you submitted the slope stability analysis report required in section 51-5.205?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Explain: _____ _____ _____		
7. Have you submitted a financial assurance of completion required in section 51-5.204(b)(9)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If "Yes" attach instrument to application, if "No" explain: _____ _____ _____		
8. Have you submitted performance and maintenance bonds required in section 51-5.204(b)(10)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If "Yes" attach to application, if "No" explain: _____ _____ _____		
9. Have you submitted the composite map created by the transparent overlay drawings and the Site Plan required in section 51-5.204(b)(11)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If "No" explain: _____ _____ _____		
10. Have you submitted the cost estimates and schedules for the erosion, grading, and vegetation plans required in section 51-5.204(b)(12)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If "No" explain: _____ _____ _____		

*Key Contact: This line must be filled out completely even if it is the same as the Applicant or the Owner. Do not abbreviate or use "same as applicant" or "same as owner".

Minimum Plan Sheet Submission Requirements

- All plans should be sized to print on 24" X 36" paper, landscape orientation, clear, legible, and to scale.
- Engineer scales as shown on the required sheet checklist. Do not use Architectural Scales.
- Plan orientation should generally face north to the top or left-hand side of sheet.
- See Table below for the general sheet order and required sheets for plan submission.

MINIMUM REQUIRED SHEETS & GENERAL ORDER FOR PLAN SUBMISSION (Additional sheets applicable to the proposed development may be required)	Yes	No
General Vicinity Map		
Site Plan w/Escarpment Zone and GSA delineation		
Site Plan w/Existing Conditions Topography		
Existing Drainage Area Map		
Proposed Drainage Area Map		
Storm Drainage Plan (supplemental to proposed DAM)		
Grading Plans		
Erosion Control Plans		
Erosion Control Plan Details		
Vegetation Plan including Tree Survey		
Vegetation Plan Details		
Overall Cross Sections at Proposed Structures Location		
Proposed Structure Plan View and Cross Sections		

Plan Review Assumptions, Requirements and Additional Instructions:

- The initial submittal must include a copy of a receipt showing payment has been made for the application fee.
- Two full-size 24"x36" hardcopy set of drawings, and a pdf of the drawings in email, electronic transfer, or thumb-drive is required with each submittal for each plan and/or map listed on page 4 in the **Information Needed for the Permit Application Submittal** section. The hardcopy set of drawings, exhibits, maps, and other documents provided shall be bound. Drawings, maps, and documents become property of the City, may be discarded, and shall not be returned.
- Documents shall be signed and sealed by the engineer as appropriate.
- Plan Sheet Checklists must be completed, signed, and submitted with the plan drawings.
- Allow 10 business days review time for all submittals.
- For resubmittal or final submittal - provide a written response to each comment indicating if and how it has been addressed. A Submittal Log must be kept and updated with each submittal (Section 4, Appendix A).

Document Submission Requirements

The following documents are required to be submitted with the permit application to be considered complete.

Documents Required with Permit Submittal (Check documents included)	Yes
Executive Report of Findings, Impacts, and Recommendations	
Soil Engineering Report	
Slope Stability Analysis	
Engineering Geology Report	
Supporting Plant Biologist Report	
Site Tree Survey	
Escarpment Zone & GSA Delineation Data and Analyses Geotechnical Engineer and Geologist Certification	
Escarpment Zone & GSA Delineation Engineer of Record Certification	
Public Improvement Construction Performance and Payment Bonds	
Cost Estimates and Schedules for Erosion Control, Grading, and Vegetation Plans	
Financial Assurance of Completion	
Digital Files Folder	
Digital Site Pictures Folder	

Acknowledgments

Signature of Applicant: By signing this application you acknowledge that you have completed the application and incorporated all Plan Review Assumptions and Requirements noted above.

Applicant Printed Name: _____		Owner Printed Name: _____	
Signature: _____		Signature: _____	
For Office Use Only			
Application Date:	Comments Date:	Final Approval Date:	