



CITY OF McALESTER, OKLAHOMA

P.O. BOX 578
 28 E WASHINGTON AVE.
 McAlester, OKLAHOMA 74501

REVISED: July 18, 2019

COMMERCIAL LAND DISTURBING PERMIT APPLICATION

OWNER / APPLICANT INFORMATION

NAME	Address	Phone
City	State	Zip Code
		Emergency Phone

SITE INFORMATION

Name of Project	Location
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LAND DISTURBING INFORMATION

Type of Disturbance being done Excavating _____ Grading _____ Filling _____ Re-Grading _____ Berming _____ Diking _____ Paving _____ Re-Align/ Relocate Drainage Route(s) _____	Type of Existing Surface: Grassland _____ Pavement _____ Other _____	Land Disturbance For: Building _____ Permit _____ Subdivision _____ Other _____ If other, please describe: _____ _____
Description of Proposed Work: _____ _____	Signature of Owner / Applicant _____ Date _____	

OWNER'S / APPLICANT'S PROFESSIONAL ENGINEER

_____	_____		
Name	Phone		
_____	_____		
Address	City	State	Zip
_____	_____	_____	_____
Signature	License Number		

FEMA

Is work in Floodplain / Floodway? YES _____ NO _____

If yes, has the proper FEMA paperwork been submitted?

CLOMR _____ CLOMA _____

IS ALL REQUIRED DATA LISTED ON CHECKLIST ATTACHED TO THE APPLICATION: Y ___ N ___

If any data is not attached explain: _____

Have you read the provisions of McAlester Land Development code, Chapter 62, Article I, Sec.62-2: Y ___ N ___

By signing this document, you are certifying you have read and understand the Land Development Codes and have also complied with the checklist that is attached to this permit.

Signature: _____ Date: _____

E-MAIL ADDRESS: _____ FAX NUMBER: _____

FOR CITY OF McALESTER USE ONLY

Does the Lot or Tract of record contain any natural or man-made water course? YES____NO____

If yes, specify: _____

Is Lot or Tract in Floodplain /Floodway area? YES____NO____

If yes, specify FEMA Map Code: _____

Name of Watershed: _____

Drainage Area of Project: _____ acres

FOR CITY OF McALESTER USE ONLY

APPROVED _____ DISAPPROVED _____

Subject to the attached "Land Disturbing Permit Conditions" and additional provision as follows:

Issued by: _____ Title: _____

Date: _____ Permit Expiration Date: _____

For questions call: 918-423-9300 ext.4994

COMMERCIAL LAND DISTURBING PERMIT CONDITIONS

1. Land Disturbing Permits are for the referenced project/development only.
2. Should the owner choose to proceed with earth change excavation and/or construction, all work is performed at risk and may be subject to modification prior to final plan review. The City of McAlester assumes no liability or responsibility for any conditions deemed necessary in the future the City of McAlester, Planning Commission, and/or Technical Advisory Committee.
3. All areas downstream of all excavation and earth fill activities associated with the Land Disturbing permit shall have erosion control measures in place prior to the start of any excavation that comply with the City of McAlester and Oklahoma Department of Environmental Quality (ODEQ) Standards.
4. All physical erosion control measures used are to be maintained so that they are working properly at all times throughout the duration of the project.
5. The Land Disturbing Permit does not provide permission to construct any infrastructure without written pre-approval by the City of McAlester.
6. All Land Disturbing activities are allowed so long as they do not impose any adverse effects upon adjacent properties (private and/or public), the community at-large, and/or existing drainage ways. No silt or debris is allowed to flow off of the property onto adjacent properties (public and/or private).
7. At any time during construction, at the discretion of the City Engineer, should it be determined that additional sediment and erosion control measures are needed, the Developer shall be required to immediately take whatever action(s) are required to correct and/or prevent further impact on adjacent or downstream drainage ways or properties. The Developer has ten (10) day to comply from the date on the written notice, if not in compliance after ten (10) day the City Inspector can stop construction until the Developer is within compliance.
8. If the total area exceeds one (1.0) acre, it is the responsibility of the owner/developer to:
 - ◆ File with the Oklahoma Department of Environmental Quality a “DEQ Notice of Intent (NOI) for Storm Water Discharges (SWD) Associated with construction Activity” (DEQ Form 605-002A). Prior to the start of any earth change activities a copy of this form is to be furnished to the City Engineer for City of McAlester records; and
 - ◆ Prepare a Storm Water Pollution Prevention Plan (SWP#) that will always be available on-site for inspection. A copy of this plan is to be furnished to the City Engineer for City of McAlester records.

COMMERCIAL

Checklist for Land Disturbing Permit Application Submittals

THE FOLLOWING INFORMATION SHALL ACCOMPANY THIS PERMIT APPLICATION. NO APPLICATION SHALL BE REVIEWED OR APPROVED WITHOUT THE FOLLOWING INFORMATION;

1) Ownership information:

Name and Address of the legal OWNER of the tract

Legal description of the tract

2) Mapping requirements (provide two(2)sets of 8-1/2"x14" scale drawings):

Drainage arrows of direction of the surface waterflow

Area of concrete truck cleanout

Location Map of the site (including area within 25 ft. of the property)

Existing and proposed contours at one (1) foot intervals

Location of any structure or natural features on the site

Location of any proposed additional structures or developments on site

Location of any structures or natural features on the tract(s) adjacent to the site and within 25-feet of the tract Boundary

Plans of all drainage provisions, retaining walls, cribbing, planting and erosion control measures to be constructed in connection with or as part of the proposed work

3) Schedules:

Schedule indicating the project construction sequencing and the time of exposure of each area prior to completion of effective erosion and sediment control measures

4) Sediment and erosion control:

Plans for control of on-site and off-site sedimentation for the prevention of deposits of sediment from the tract upon any other off-site public or private property or water course during all phases of the project construction (provide copy of Stormwater Pollution Prevention Plan and Notice of Intent (NOI))

5) Additional certifications:

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

A summary statement concerning the effect(s) the proposed project will have on the existing and future drainage system(s) of the area

6) Excavation and backfill:

Estimate of the quantity of excavation and fill involved with drawings indicating each separate excavation or fill

7) Hydraulic and Hydrologic Analyses:

Hydraulic and Hydrologic analysis for runoff and/or detention facilities (if on-site detention is deemed necessary)

Hydraulic and Hydrologic analysis for any alterations within the flood hazard area or for the alteration of any water course