

Engineering Division SITE DEVELOPMENT Permit/Application

City of Happy Valley
16000 SE Misty Drive, Happy Valley, OR 97086
Phone (503) 783-3800 Fax (503) 658-5214
www.happyvalleyor.gov



SITE DEVELOPMENT PERMIT # _____

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| OWNER/APPLICANT INFORMATION |
| Business Name: |
| Address: |
| City/State/Zip: |
| Contact Name: |
| (24 hr) Phone: |
| E-mail: |
| CONTRACTOR INFORMATION |
| Business Name: |
| Address: |
| City/State/Zip: |
| Contact Name: |
| (24 hr) Phone: |
| E-mail: |
| CCB #: |
| Happy Valley Business License #: |
| DESIGN ENGINEER INFORMATION |
| Business Name: |
| Address: |
| City/State/Zip: |
| Contact Name: |
| Phone: |
| E-mail: |
| STRUCTURAL ENGINEER INFORMATION |
| Business Name: |
| Address: |
| City/State/Zip: |
| Contact Name: |
| Phone: |
| E-mail: |

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| SITE INFORMATION |
| Address: |
| City/State/Zip: |
| Subdivision/ Project Name: |
| Lot # or Tax Map/Parcel #: |
| Number of Lots: |
| Nearest Cross Street: |
| RETAINING WALLS |
| Retaining Wall(s) > 4' High: Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Length: _____ Height: _____ |
| Calculations Submitted: Yes <input type="checkbox"/> No <input type="checkbox"/> |
| EARTHWORKS |
| Estimate of proposed Work |
| Width (ft.) _____ Length (ft.) _____ Depth (ft.) _____ |
| Cut Amount (cy.): |
| Fill Amount (cy.): |
| Spoils Haul Location: |
| Address: |
| City/State/Zip: |
| Spoils Site Contact Name: |
| Phone: |
| Estimated Start Date: |
| Estimated Completion Date: |

ATTENTION: Oregon Law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-001 through OAR 952-001-090.

You may obtain copies of these rules by calling 503-232-1987.

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| CERTIFICATE OF INSURANCE INFORMATION |
| Prior to issuance of Site Development Permit, Contractor must submit to the City a Proof of Insurance Certificate naming the City of Happy Valley as additional insured. |
| Insurance Agent/Producer: |
| Policy Number: |
| Expiration Date: |
| Insurance Provider: |

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| BONDING INFORMATION |
| Financial Security Required: Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Security Amount: _____ |
| Bond Number: _____ |
| Cash Deposit Amount: \$ _____ |
| Bank Set Aside Amount: \$ _____ |

Signature of Owner/Applicant is required prior to issuance of this Permit.
Signature page is found on page 2 following the "Comply with the "General Terms and Conditions" statement.

**SITE DEVELOPMENT PERMIT
GENERAL TERMS AND CONDITIONS**

1. This **Site Development Permit** is valid for 1-year from date of issuance or as specified by special conditions placed upon the permit by the City Engineer.
2. As used in this permit:
 - "Applicant" means property owner.
 - "Owner" is any person, agent, firm or corporation having a legal or equitable interest in the property which is being effected by the permitted activity.
 - "City" means the City of Happy Valley.
 - "Design Manual" means The City of Happy Valley *Engineering Design and Standard Details Manual*.
3. Construction hours are from 7:00 a.m. to 6:00 p.m. Monday through Friday, and 8:00 a.m. to 5:00 p.m. Saturday and Sunday. The following activities are **NOT allowed on Sunday**: site clearing, earth moving, installation or construction of underground utilities, paving of streets or sidewalks, foundation framing and pouring and structural framing.
4. CALL 503.783.3800 FOR INSPECTIONS **48 hours in advance**. All trench backfill, subgrade proof rolls and pavement restoration shall be observed by the City Inspector.
5. This permit is issued by the City of Happy Valley subject to the City of Happy Valley Municipal Code, the City's *Engineering Design and Standard Details Manual*, the construction plans and these Terms and Conditions.
6. Excavators must pothole to located underground utility facilities. In addition, Oregon Law requires you to follow rules adopted by the Oregon Utility Notification Center if the work involves excavation. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center at 503.232.1987.
7. The Applicant shall give the City unconditional and absolute permission to enter the property described herein at any time to conduct inspections of any and all work being done and understands that if inspectors are refused access, the City may immediately revoke this Permit without any further notice and without any hearing per prior to revocation. The Applicant also understands that any refusal to allow entry or access under this Permit constitutes a violation of the City of Happy Valley Code.
8. The Applicant shall be responsible and liable for all accidents, environmental clean-up, damages or injuries to any person or property resulting from the construction, maintenance, repair, operation or use of a facility for which the Applicant may be legally liable. The Applicant shall defend, indemnify and hold the City and its officers, employees, agents and representatives harmless from and against any and all damages, claims, demands, actions, causes of action, costs and expenses of whatsoever nature which they or any of them may sustain by reasons of the acts, conduct or operation of the Applicant, his agents or employees in connection with the construction, maintenance, repair, operation or use of said facility.
9. The work area and approach roads shall be maintained in a clean condition, free from obstruction and hazards. The street shall be cleaned of all dirt and debris at the end of each workday, or more frequently if so determined by the City. The spreading of mud or debris upon any street is strictly prohibited and this violation shall be cause for immediate cancellation of the Permit. Clean up shall be at the Applicant's expense.
10. Upon completion of the work, disturbed landscaped areas shall be restored or replaced to equal or better than pre-construction conditions.
11. The Applicant shall maintain general Liability Insurance per Municipal Code Section 16.50.080.B.3. The City of Happy Valley shall be named as additional insured using the appropriate additional insured endorsement, which shall protect the City from any and all liability related to the construction or maintenance of the facility.
12. Mud or debris shall not be deposited upon any street during construction activities. Any occurrence shall be cause for an immediate STOP WORK ORDER. Affected streets shall be cleaned of all dirt and debris at the end of each workday, or more frequently if so determined by the City. Clean up shall be at the Applicant's expense.
13. The Applicant shall obtain a City of Happy Valley Erosion Control Permit prior to or concurrently with this application.
14. Applicant shall submit a Daily Inspection Report on a weekly basis to the City's Inspector.
15. The City Inspector may, at his/her discretion, require tests and or reports from the Applicant to validate claims of material or construction adequacy/compliance. Such tests/reports shall be provided at the Applicant's expense.

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| <p>I have read and will comply with the "General Terms and Conditions" as appear on page 2 of this application. I understand that the site will be inspected to comply with the City of Happy Valley Municipal Code Chapter 15.12 – "Infill and Grading".</p> <p>_____</p> <p style="text-align: center;"><i>Owner/Applicant's Signature</i> <i>Date</i></p> <p>_____</p> <p style="text-align: center;"><i>Printed Name</i></p> | <p style="text-align: center;"><u>OFFICE USE ONLY</u></p> <p style="text-align: right;">ESC Permit # _____</p> <p>Fee: \$ _____ Receipt No.: _____</p> <p>Issue Date: _____ Exp. Date: _____</p> <p>_____</p> <p style="text-align: center;"><i>Engineering Division Approval</i></p> |
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