



**Department of Public Works**

375 W Sahuarita Center Way  
 Sahuarita, AZ 85629  
 (520) 344-7100

[pwpermits@sahuaritaaz.gov](mailto:pwpermits@sahuaritaaz.gov)

**TYPE I - MINOR GRADING PERMIT APPLICATION**

**PROJECT INFORMATION**

**Date of Application:**                      **Project Start Date:**                      **Project End Date:**

Project Name:

Project Address/Location:

Full description of work:  
 Indicate area of Grading  
 Envelope in acres or square feet.

TOS Approved Plan Number:                      AzBlueStake Number:

**CONTACT INFORMATION**

**Contractor Firm:**                      Contact Name:

Address:                      City:                      State:                      Zip:

Email:                      Phone No.:

Town of Sahuarita License Number:                      Registrar of Contractor License Number:

**Owner/Applicant:**                      Contact Name:

Address:                      City:                      State:                      Zip:

Email:                      Phone No.:

**OWNER/APPLICANT AUTHORIZATION**

I, the undersigned, certify that all of the facts set forth in this application are true and correct to the best of my knowledge and that I am either the owner of the property or that I have been authorized in writing\* by the owner to file this application. Applicant is responsible for all work activity.

**\*If applicant is not the owner, attach construction cost estimate signed by property owner.**

Applicant Name (PRINT)	Signature	Date

**Approved by Town of Sahuarita**  
 By:                      Date:

**FOR OFFICIAL USE ONLY**

**PERMIT NUMBER:**

**EXPIRATION DATE:**

**Work performed under this permit shall comply with all applicable provisions of Title 18,  
Town of Sahuarita Zoning Code.**

**Type I Grading Permit is required under any of the following conditions:**

1. Single-dwelling residential Unit.
2. Residential, single lot, up to 5 acres, with over 14,000 square feet of disturbance.
3. Residential, single lot, of 5 acres or more, of over 14,000 square feet but not exceeding 15% of the total lot area.
4. Non-residential development on less than 1.0 acre, or which does NOT require a subdivision plat.
5. The clearing, brushing, or grubbing of an area within the limits of Item 1.
6. Temporary off site stockpiling of NOT more than ten thousand cubic yards of fill.
7. Grading – except when reviewed during a golf course review, a floodplain review, or a Type 2.
8. New pavement of three thousand to five thousand square feet.

**REQUIRED ITEMS FOR A COMPLETE SUBMITTAL (CHECKLIST)**

- Approved Grading Plan (PDF) by Town of Sahuarita
- Construction Cost Estimate (signed by property owner)
- Grading statement per Town Code
- Traffic Control Plan if working in the right-of-way
- Air Quality Permit (PDEQ – dust control if over 1 acre)
- Certificate of Liability Insurance
- State License - Registrar of Contractors
- Town Business License
- Blue Stake Number
- Floodplain Use Permit Number (if applicable)

**FEE SCHEDULE**

Base Fee: \$200.00	
Plans Check Fee: (\$70.00 per hour X _____ hours), when applicable	
<b>Inspection Fee: Greater of \$200 or 2% of Construction Cost of</b>	
Violation Fee: (\$1,500.00 plus double permit fee)	
<b>TOTAL:</b>	

**MANDATORY AGENCY COMPLIANCE SECTION**

In INITIALING below, I the applicant assume all responsibility in conforming to all the following agencies laws, requirements, and regulations.

**Initials of Applicant or Contractor:**

[Arizona 811 Inc.](#) Call two (2) working days before you Dig.  
1-800-STAKE-IT (1-800-782-5348)

[Arizona Department of Agriculture](#) (Native Plant Preservation, for example but not limited to)  
(602) 542-3578

[Arizona Game & Fish](#) (endangered species for example but not limited to)  
(520) 628-5376

[Army Corp of Engineers](#) (Waters of the U.S. for example but not limited to)  
(415) 503-6503

[Environmental Protection Agency](#) (N.P.D.E.S., which includes SWPPP, for example but not limited to)  
(415) 972-3496 or in [Arizona](#) (602) 771-2338

[Pima County Department of Environmental Quality](#) (Dust control, for example but not limited to)  
(520) 724-7400