



# Grading Permit and Erosion Control in Washington County

*Planning and Development Services uses a grading permit system to ensure land development grading activities incorporate measures to ensure proper drainage and erosion control, as well as protect adjacent properties from the impact of grading. Grading includes, but is not limited to, excavations, earthwork, fills and embankments, and private road construction.*



The grading permit, specifically the erosion control measures required, involves multiple permitting agencies depending on the size of site disturbance. Agencies involved with erosion control include:

- **Oregon Department of Environmental Quality (DEQ)** through the National Pollutant Discharge Elimination System (NPDES) permits for unincorporated county areas outside of Clean Water Services (CWS) district and where the disturbed area is larger than 1 acre.
- **Clean Water Services (CWS)** for project sites within the district boundaries; it follows DEQ requirements.
- **Washington County Department of Land Use & Transportation (LUT)** - Planning and Development Services Division.

For grading permits outside the CWS district and where the area of site disturbance is less than 1 acre, the County uses the same CWS erosion control standards for consistency.

For grading permits within CWS district, CWS erosion control standards are used for the project.

All areas outside CWS jurisdiction, and in areas where the grading work proposed is more than 1 acre, DEQ erosion control or NPDES standards are used.

For more information visit: [www.co.washington.or.us/grading](http://www.co.washington.or.us/grading)

# GRADING PERMIT PROCESS

## 01 Permit Initiation

Permit Application, Plans, Reports, Fees

## 02 Package Review

Initial Information Review for Package Completeness  
*Notice given to applicant for incomplete submittal.*

## 03 Technical Review

First Building Engineers' Technical Completeness Review  
*Review letter itemizing additional information required and  
Conditions of Approval notice sent to permit applicant.*

## 04 Plan Response Review

Second Building Engineers' Review of  
Applicant Responses to Plan Review Comments  
*Partial information or incomplete responses will place project on hold.*

## 05 Permit Issuance

- CWS Permit or DEQ Permit
- Current Planning Signoff
- Facility Access Permit Signoff  
→ LUT Engineering Signoff
- Building Services Signoff

## 06 Site Meetings and Inspections

- Pre-construction Meeting
- Two Intermediate Inspections (minimum)

## 07 Project Completion and Permit Final

- As-built Plans Submitted
- Contractors' Completion Form Submitted
- Civil Engineers' Completion Form Submitted
- Geotech Engineers' Completion Form and Final Summary Report Submitted
- Engineering Geologist Form Submitted (when applicable)
- Final Inspection

**Planning and Development Services Office Location:**  
155 N. First Ave., Suite 350, Hillsboro, OR 97124

Building Services 503-846-3470

[www.co.washington.or.us/development](http://www.co.washington.or.us/development)



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**Build** Safely.



**Live** Well.