

Appendix J of the Houston Adopted 2015 International Building Code as Amended specifies permit requirements for grading a lot of any size on private property. Section 1 – Identifies when a separate “*Grading Permit*” is required. Section 2 – Identifies the type of grading permit required, “*Engineered Grading or Regular Grading*”, when a “*Geotechnical Report*” is required in the plans, and when a “*Storm Availability Letter*” is required to be attached to the submittal documents.

Grading and/or excavation permits is required for any proposed work that includes excavations, grading, or fill, or combination thereof, and includes but is not limited to the following permit types:

- **Excavation Permit(s)** – Work proposing the mechanical removal or relocation of earth material.
- **Fill Permit(s)** – Work proposing deposit(s) and/or relocation of earth material placed by artificial means.

NOTE: THERE SHALL BE NO FILL LOCATED WITHIN A PUBLIC RIGHT-OF-WAY

SECTION 1: Are Permits and Plans Required?

A Grading Excavation permit and plans is required if “Yes” is answered to any question 1 through 4.

- _____ (1) Does the excavation work affect the lateral support or increase the stresses in, or pressure upon any adjacent or contiguous property?
- _____ (2) When excavating below finish grade for basements and footings of a building, retaining wall or other structures authorized by a valid building permit, will there be an unsupported excavation height greater than 5-feet after completion of such structure?
- _____ (3) Will there be any excavation greater than 5-feet in depth?
- _____ (4) Will the excavation create a cut slope 2-feet or more in height but less than 5-feet, with a slope steeper than 1-unit vertical in 1.5-units horizontal? (66.7% slope)

A Grading Fill permit and plans is required if “Yes” is answered to any question 5 through 10.

(50 cubic yards = 1,350 square feet @ 1-foot depth)

- _____ (5) Does the fill work affect the lateral support or increase the stresses in, or pressure upon any adjacent, or contiguous property?
- _____ (6) Does the scope of work include fill that is 3-feet or more in depth?
- _____ (7) Does the scope of work include fill greater than 1-foot but less than 3-feet, with a slope that is equal to or greater than 1-unit vertical in 5-units horizontal? (20% slope)
- _____ (8) Does the scope of work include fill that is greater than 50 cubic yards on any one lot?
- _____ (9) Does the proposed fill obstruct any natural and/or previously constructed drainage course?
- _____ (10) Is proposed fill greater than 1-foot in depth and intended to support a structure, “now or in the future”?

SECTION 2: What Type of Permits and Plans Are Required?

NOTE: When the building official has cause to believe that site geologic factors exist, grading will be required to conform to recommended grading, inspection, and testing by a *Texas Professional Engineer*.

Engineered grading plans are required if “Yes” is answered to question 11. Plans shall be designed, sealed, signed, and dated by a Texas professional engineer. These grading permits shall be designated as “Engineered Grading”.

(1,000 cubic yards = 27,000 square feet, @ 1-foot depth)

- _____ (11) Does the proposed project include an aggregate grading in excess of 1,000 cubic yards?

Grading plans shall be designated “Regular Grading” if “Yes” is answered on question 12: (no engineered plans required.)

- _____ (12) Is the grading less than or equal to 1,000 cubic yards?

A Geotechnical Report is required if “Yes” is answered to any one of questions 13, 14 or 15:

- _____ (13) Will there be any cut slopes steeper than 1-unit vertical in 2-units horizontal (50% slopes)?
- _____ (14) Is there any grading that requires an engineered design? (*Reference item 11 above and Chapter 19 of the City Code.*)
- _____ (15) Does the site include any special geological features and/or considerations?
- _____ (16) Is the property located in the 100- or 500-year flood plain? Review by Flood Department required!

A Stormwater information form is required to be included with the submitted documents if “Yes” is answered to questions 16 or 17:

- _____ (17) Does the scope of work to lots exceeding 15,000 square feet, include any new impervious cover?
- _____ (18) Does the project include connection to the city’s public storm sewer system?

ADDRESS _____ PROJECT # _____ DATE _____

PRINT
NAME OF APPLICANT _____ SIGNATURE _____