

Planning & Development Department  
**FILL DIRT PERMIT APPLICATION**

**1. PROJECT INFORMATION:**

DATE OF SUBMITTAL: \_\_\_\_\_

PROJECT ADDRESS (If existing): \_\_\_\_\_

HCAD PARCEL NO(s) 13-digit Tax ID(s): \_\_\_\_\_

PROPERTY LEGAL DESCRIPTION: \_\_\_\_\_

DESCRIPTION OF PROJECT: \_\_\_\_\_

PROJECT AREA (ACREAGE): \_\_\_\_\_ MAXIMUM TRUCKLOADS REQUESTED: \_\_\_\_\_

**2. PROPERTY OWNER CONTACT INFORMATION:**

OWNER'S NAME: \_\_\_\_\_ PHONE : \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**3. CONTRACTOR/AGENT:**

AGENT / CONTRACTOR COMPANY: \_\_\_\_\_

PHONE 1: \_\_\_\_\_ PHONE 2: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ FAX #: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CONTACT PERSON'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

**4. APPLICATION CHECKLIST & SUPPORTING DOCUMENTATION (Check applicable boxes):**

WILL FILL DIRT BE PROVIDED BY CITY OF LA PORTE? YES NO

ATTACH SURVEY, SKETCH OR SITE PLAN ILLUSTRATING EXISTING & PROPOSED IMPROVEMENTS FOR LESS THAN 50 TRUCKLOADS –or- GRADING & DRAINAGE PLAN (signed/sealed by Texas Engineer) FOR MORE THAN 50 TRUCKLOADS

SUBMIT APPLICATION FEE PAYMENT (1-5 LOADS = \$0; 6-49 LOADS = \$25; 50+LOADS = \$2/LOAD; MAX. PERMIT FEE = \$5,000)

**NOTES TO APPLICANT:**

- 1.) APPLICANT MUST COMPLETE ITEMS 1-4
- 2.) REFER TO "FILL DIRT POLICY & PROCEDURE GUIDELINES (attached)
- 3.) THE CITY RESERVES THE RIGHT TO INSPECT FILL PLACEMENT & RECOMMEND STEPS TO MITIGATE IMPACT TO NEIGHBORING PROPERTIES

**APPLICANT PRINTED NAME:** \_\_\_\_\_ **APPLICANT SIGNATURE:** \_\_\_\_\_

***(STAFF USE ONLY):***

OWNERSHIP VERIFIED?: \_\_\_\_\_ SKETCH APPROVED?: \_\_\_\_\_ FLOOD ZONE: \_\_\_\_\_ BFE: \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_

SPECIAL CONDITIONS OF PERMIT: \_\_\_\_\_

PERMIT APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PERMIT NO. \_\_\_\_\_

## FILL DIRT POLICY & PROCEDURE GUIDELINES

1. Applications can be obtained in the Inspections Division. For specific questions on fill dirt permitting, contact the Engineering Division at 281-471-5020 to schedule an appointment with the City Engineer or his designated assistant.
2. The Texas State Water Code Section 11.086 reads as follows:
  - (a) *No person may divert or impound the natural flow of surface waters in this state, or permit a diversion or impounding by him to continue, in a manner that damages the property of another by the overflow of the water diverted or impounded.*
  - (b) *A person whose property is injured by an overflow of water caused by an unlawful diversion or impounding has remedies at law and in equity and may recover damages occasioned by the overflow.*

The property owner is solely responsible for complying with and adhering to the above state statute. The property may be held liable for failing to comply with Section 11.086.

3. Property owner should determine the size of their property and an estimate of required fill dirt volume on the attached matrix.
4. Haul routes for the delivery of fill should be held to those routes listed in Section 70-231 of the Code of Ordinances. Repetitive trips off of these designated routes may result in the assessment of a Trucking/Hauling surcharge. Any damage to City streets and/or thoroughfares may be subject to damages as defined in Section 70-259 of the Code of Ordinances which reads as follows:

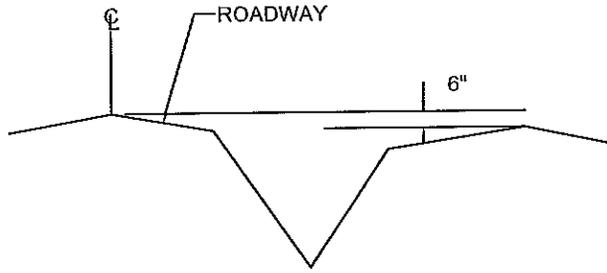
*“Any person moving or causing to be moved a load which, together with the weight of the vehicle, exceeds the limit as set out in section 70-256, shall be liable to the city for any damage done by any such excessively loaded vehicle to the streets, bridges or culverts in the city and the acceptance of either of the permits provided for in this division shall be conclusive evidence that the person to whom such permit is issued agrees to make good and pay all such damages upon demand thereof made by the city.”*

5. For fill projects requiring 6-49 loads, the standard swale to be used shall conform to the minimum dimensions shown on the example diagram (located in the Fill Dirt Information Packet).
6. The City of La Porte is *NOT* responsible for providing fill dirt.
7. No fill may be placed in the floodplain without compensating excavation. The City of La Porte reserves the right to require that any fill placed in the floodplain be accompanied by a sealed compaction test stating that the fill has been compacted to 95% Standard Proctor or better.
8. After the property owner has demonstrated sufficient compliance with the intent of these policies and procedures, a permit may be issued through the Inspection Division.
9. Any deposited fill dirt that is liable to hold stagnant water is a violation of section 34-128 of the city's code of ordinances. Section 34-128 reads as follows:

*“The following specific acts and conditions are declared to constitute a public nuisance and are hereby prohibited and made unlawful: Any lot or parcel of real estate situated within the city which has the surface thereof filled or partly filled with holes, or is in such condition that the lot or parcel holds or is liable to hold stagnant water therein, or, from any other cause, is in such condition as to be liable to cause disease, or produce, harbor, or spread disease germs of any nature or tend to render the surrounding atmosphere unhealthy, unwholesome or obnoxious.*

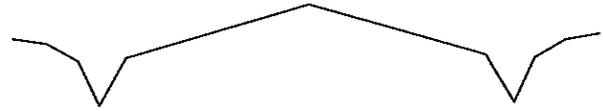
10. Upon receipt of a fill dirt permit, the permit holder must place a green placard (provided with permit) at a prominent location at or near the entrance of the site where fill dirt operations will occur.
11. Fill dirt permit fees shall be \$25.00 for 6 to 49 loads of permitted fill dirt, and \$2.00/load for each additional load. The first 5 loads of permitted fill dirt are free. The Fill Dirt Application Permit Fee shall not exceed \$5000.00
12. 1 load = 12 cubic yards.

# EXHIBIT "B"

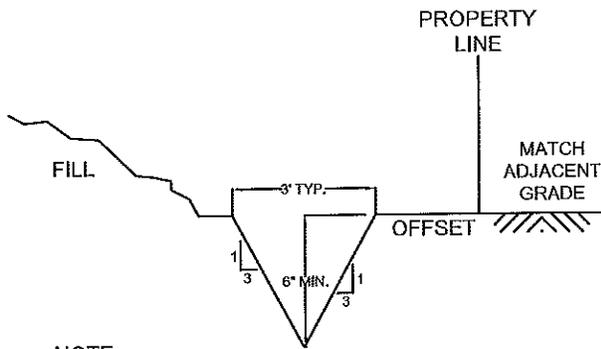


MAX HEIGHT OF FILL 6" BELOW CROWN OF ROAD

NOTE: CROWNED AT SECTION A-A

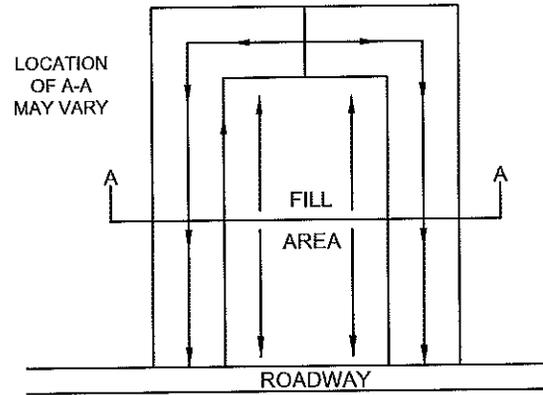


SECTION A-A LOT GRADING

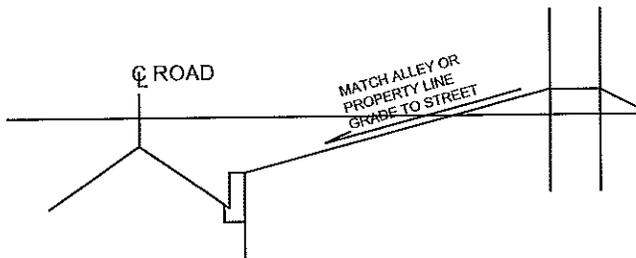


NOTE:  
MIN. SLOPE 0.2%

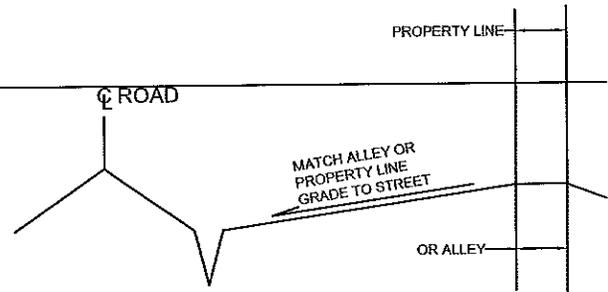
MINIMUM SWALE



LARGE LOT GRADING



SMALL LOT / SMALL PROJECT IN CURB & GUTTER AREAS



SMALL LOT / SMALL PROJECT IN OPEN CHANNEL AREAS

## FILL DIRT PERMIT DETAILS

CITY OF LA PORTE

604 W. Fairmont Parkway  
Planning Dept./Engineering Div.  
La Porte, Texas 77571  
281-471-5020



EXHIBIT A  
TO  
ORDINANCE 1444-A

PERMIT REQUIREMENTS AND CONDITIONS	All Lots		Small Lots (1 acre or less)		Large Lots (1 acre or more)	
	1-5 Loads	6-49 Loads	6-49 Loads	50 and more Loads	6-49 Loads	50 and more Loads
1 Permit Required		*	*	*	*	*
2 Permit Fee Assessed		*	*	*	*	*
3 180 Day Permit for Project Completion	*	*	*	*	*	*
4 Spreading of Delivered Fill Must Begin within 30 Days		*	*	*	*	*
5 For Open Ditch Roadways Maximum Fill to be 6 inches below top of adjacent crown of road		*	*	*	*	*
6 Recommended overland slope for lot grading to be 0.2%-0.75%		*	*	*	*	*
6A For Curb & Gutter Streets, Grade Fill at 0.2%-0.75% toward street		*	*	*	*	*
7 For Lots Abutting an Alley Way, Match the Grade of the Alley and Grade to Drain Toward Street		*	*	*	*	*
8 Grading & Drainage Plan submitted signed and sealed by Professional Engineer licensed in the State of Texas		*	*	*	*	*
8A Storm Water Pollution Prevention Plan and Revegetation Plan submitted		*	*	*	*	*
8B Demonstration that Watershed is Not Being Adversely Impacted		*	*	*	*	*
8C Grade of swales to be customed/engineered for each site		*	*	*	*	*
9 Sketch, Survey or Site Plan Showing Proposed Fill Placement and Location of Proposed Drainage drawn to scale		*	*	*	*	*See Item 8
10 Silt Prevention and Revegetation plan required		*	*	*	*	*See Item 8A
11 1 ft Top of Bank Swale Offset from Property Line		*	*	*	*	*
12 15 ft Top of Bank Swale Offset from Property Line		*	*	*	*	*
13 No Fill Unloaded within 15 ft of Property Line		*	*	*	*	*
14 No Fill Unloaded within 5 ft of Property Line		*	*	*	*	*
15 Address for Site Required And Fill Must be Delivered to this address		*	*	*	*	*
16 Any deviation from these permit requirements Shall be Review and Approved By the City		*	*	*	*	*

\* = Required Information, Activity or Regulation

Note:

- 1 No dump trucks larger than 12 CY dump trucks shall be allowed for use in deliver to addresses off truck routes.
- 2 Only one Fill Dirt Permit will be issued for any one property or address over a 180 day span.
- 3 Silt prevention plan shall at a minimum consist of silt fencing and/or block sodding two rows of sod wide along the leading edge of the filled area.
- 4 Revegetation shall consist of seeding, sprigging, sodding, turf establishment (or combination thereof) that produces an effective vegetative cover of 75% within 90 days.