



**City of Beacon**  
**Building Department**  
**1 Municipal Plaza, Suite 4**  
**Beacon, NY 12508**  
**Tel: 845-838-5020 Fax: 845-838-5026**

**[Building@beaconny.gov](mailto:Building@beaconny.gov)**

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## **APPLICATION FOR EXCAVATION AND GRADING PERMITS**

*Chapter 204 of the City Code of the City of Beacon Addresses Sand and Gravel Excavation and Tree Removal. Please review this chapter of the code before filling out this application form.*

Date \_\_\_\_\_

### **OWNER INFORMATION**

Property Address (where work will be performed): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **CONTRACTOR**

Contractor Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### **ENGINEER/SURVEYOR**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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Estimated cost of project: \_\_\_\_\_

Purpose for proposed excavating or filling: \_\_\_\_\_

Estimated start date: \_\_\_\_\_ Completion date: \_\_\_\_\_

Material to be removed or deposited: \_\_\_\_\_

Quantity of material to be removed or deposited: \_\_\_\_\_

**SUBMISSION REQUIREMENTS:**

1. Completed application form
2. Maps and plans, prepared by and bearing the seal of a land surveyor or professional engineer licensed to practice in the State of New York, showing the following:
  - A. The area to be excavated or graded.
  - B. Existing contour lines on the premises and proposed contour lines resulting from the intended excavation or removal, shown on a map drawn to a scale of not less than 100 feet to the inch and with a contour interval not to exceed two feet.
  - C. Existing and proposed drainage on the premises.
  - D. Existing state or federally regulated wetlands, rivers, streams or watercourses on or adjacent to the premises.
  - E. Adjoining properties and streets.
  - F. Proposed truck access to the property.
  - G. Such additional information as the Building Inspector or City Engineer may deem necessary in order to decide upon such application.
  - H. Erosion and sediment control to be employed during operations and restoration.
3. Performance Bond: The applicant shall file with the City Clerk a performance bond, in form and with surety acceptable to the City Council, in such amount as the Building Inspector or City Engineer may deem sufficient to insure the faithful performance of the work to be undertaken.
4. Application fee: \$50.00  
Each application for an Excavation or Grading Permit shall be referred to the City Engineer. The applicant is responsible for reimbursing the City for the cost of professional review fees in connection with an application submitted to the City. The applicant shall submit all requested payments to the Building Department prior to the issuance of any permit. The applicant shall be provided with copies of any City voucher for such consultant services as they are submitted to the City.

THE UNDERSIGNED HEREIN CERTIFY THAT THEY HAVE READ SECTION 204 OF THE CITY CODE AND ACCEPT THE TERMS AND CONDITIONS TO THE ISSUANCE OF THIS PERMIT AND AGREE TO FULLY COMPLY.

Owner Signature \_\_\_\_\_

Date: \_\_\_\_\_

**Please return all completed applications:**

Building Department, One Municipal Plaza, Beacon, NY 12590

*Revised 12/31/2025*