

Permit Type: Grading Permit

Permit Subtype: One Acre or More (total project size), Less Than One Acre (total project size) and Early Grading.

Definition: Grading Permits are required for the majority of projects that involve earth movement or significant land disturbances within the Town of Parker. The permit is necessary to minimize soil erosion and sedimentation in an effort to protect water quality. Grading permits are administered through the Public Works Department, with the technical reviews and inspections performed by the Development Review and Stormwater Utility Staff.

Developable property means any land that has been graded and is part of a platted lot or platted tract of record, that was platted for future development, including residential home construction or public improvements.

Nondevelopable property means land that has been graded and will not be further disturbed as part of any future development. Examples include, but are not limited to: parks, open space, homeowner association or business association platted tracts, detention ponds and drainageways.

You are applying for a Grading permit.

THIS IS ONLY FOR APPLICANTS WHO CURRENLTY HAVE AN APPROVED PLAT OR SITE PLAN. Use the following information to help guide you through the submittal process.

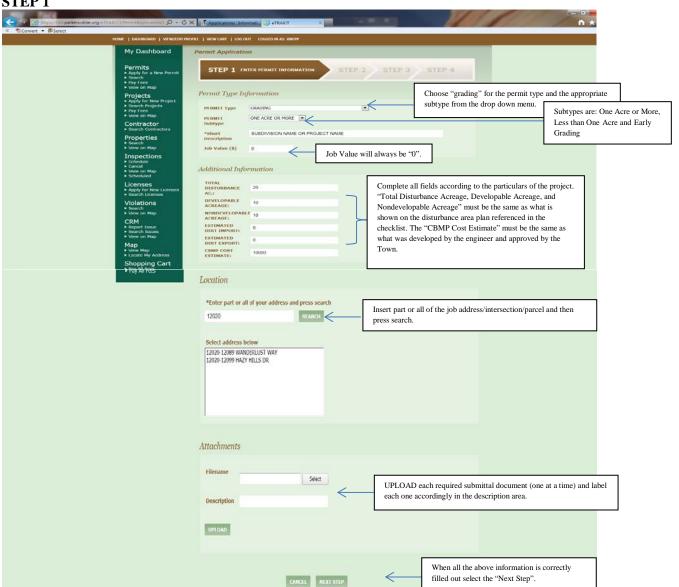
Submittal Requirements:

1.	A certificate of insurance listing the "Property Owner" or "General Contractor" as the insured. The Town of Parker must be listed as the "Certificate Holder" and "Additionally Insured" and the policy must meet the monetary requirements on the attached page. Please ensure that the policy expiration date is appropriate.
2.	Submit Lot addresses with acreage. (Lot Permits only-for individual single family home construction)
3.	A full size (24" x 36"), CAD drawn, disturbance area plan that clearly shows all areas of proposed soil disturbance. A bolded line must be used to delineate all areas of proposed soil disturbance. The total acreage must be accurately computed and clearly stated. The plan must show all areas of soil disturbance including: areas of proposed grading, off-site areas such as proposed underground infrastructure alignments, vehicle access points, construction easements, etc.
4.	Projects which are 40 acres or greater in size will require a Town approved phasing plan.
5.	A disclosure statement of borrow or waste sites to be utilized, import and/or export volumes and proposed haul routes within the Town limits.
6.	One (1) copy of the State of Colorado Storm Water Discharge Permit for Construction

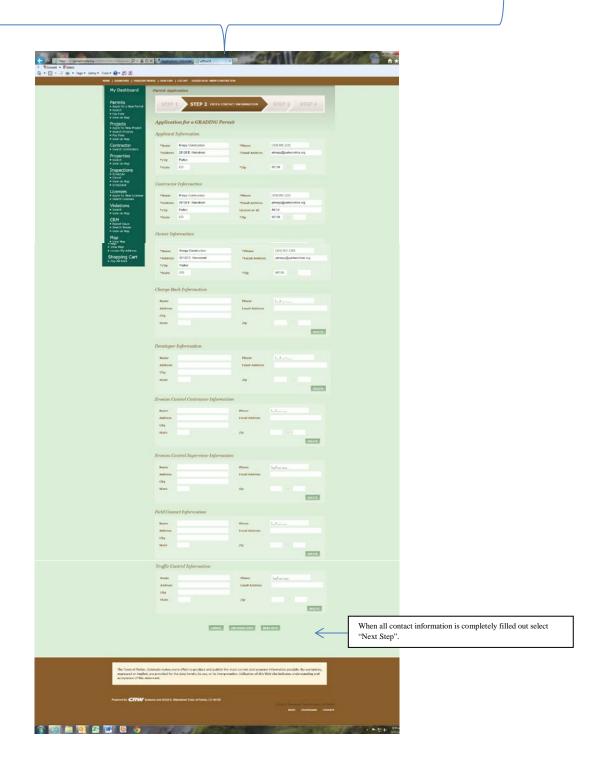
Activities (part of the Colorado Discharge Permit System). This Permit is required for any project containing 1 acre or more of disturbance. Contact the Colorado Department of Public Health and Environment, Water Quality Control Division at (303) 692-3500 or http://www.colorado.gov/cs/Satellite/CDPHE-WQ/CBON/1251596875260 additional information.

7. ___Projects located in a drainageway or wetland area will require a 404 permit issued by the U.S. Army Corps of Engineers. Any projects located in a floodplain will require a Town of Parker Floodplain Permit and if applicable, a Letter of Map Revision (LOMR) from the Federal Emergency Management Agency (FEMA).

STEP 1

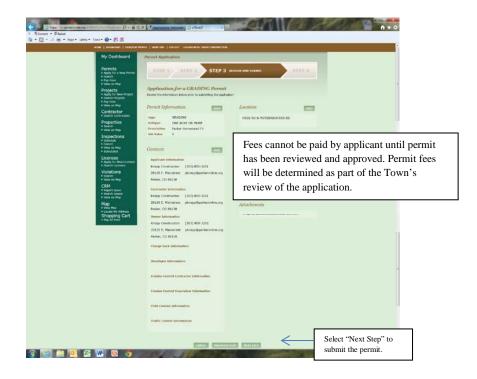


Completely fill out all contacts listed below. Any categories left blank may result in the denial of the permit.

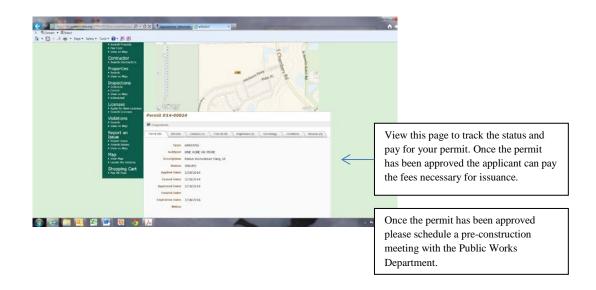


Review permit application information for accuracy and completeness.

STEP 3



STEP 4



If you have any questions please contact The Town of Parker Public Works Department at 303.840.9546 or publicworks@parkeronline.org.

Construction Equipment Declaration

Utilizing the Town's online tool TRAKiT, the Construction Equipment Declaration – Use Tax Return is now easily distributed to all contractors requesting a grading permit. Completing a Construction Equipment Declaration is a new requirement to obtain the grading permit, however use tax on construction equipment has always been required per Town Code Sec. 4.03.350(b). For contractors familiar with the Declaration this will be a smooth transition. For those new to this process please refer to the instructions included on page 2 of the Declaration. Questions should be directed to the Town's Sales Tax Division at 303.805.3228 or salestax@parkeronline.org.

Please use the link below to access a fillable form of the Construction Equipment Declaration or scroll down for a PDF.

http://www.parkeronline.org/documents/3/25/Construction%20Equipment%20Declaration%20%20Fillable%20-%20Revised%207-17-2013 201403071033372768.pdf



Town of Parker Sales Tax Administration

Mailing Address: PO Box 502 Denver, CO 80217-5602 **Website:** www.parkeronline.org/salestax

Email: salestax@parkeronline.org

Phone: 303.805.3228 **Fax:** 303.805.3219

CONSTRUCTION EQUIPMENT DECLARATION – USE TAX RETURN

Construction equipment must be declared to the Town prior to or on the date the equipment is first located in the Town. Any use tax due from such use must be paid at the time of declaration in order for the declaration to be considered as filed on time.

r c	Legal Name of business or Individual Name				Trade Name					Business License #		
Taxpayer Information	Taxpayer Mailing Address			A	Address of Project/Jobsite					Building Permit #		
Ta	Taxpayer City, State Zip			I	Date Equipm	ent fir	located in Town		Declaration Type Initial Amended		Final Amended	
	a)Equipment Desc	escription b)Equipment ID			c)Days In Town		d)Purchase Price	e)Municipal Credit		f)Net Purchase Price	g)Taxable Amount	
	1.								T			
ıry)	2.											
Equipment Information (Attach Additional Sheets as Necessary)	3.											
matio s as N	4.											
Equipment Information Additional Sheets as Ne	5.											
ipmer itional	6.											
Equ ch Add	7.											
(Atta	8.											
	9.											
	10.											
Due Date for Return: The use tax amount calculated on line 14 must be remitted with a copy of this return prior to or on the date that equipment is first located in the Town. Late							11. Total Taxable An					
return:	returns are not eligible for proration and are subject to penalty and interest Amended Declaration Required: An amended declaration must be filed every 90 days. For projects less than 30						12. Total Taxable An					
days, an amended return must be filed every 90 days. For projects less than 30 days, an amended return must be filed within 10 days of substantial completion. Additional declarations are required if equipment not listed herein is used in the Town. My signature affirms that I have read this return and it is true and correct to the best of my knowledge and is signed subject to penalties for perjury and other criminal offenses.					13. Total Taxable Amount (Lines 11 & 12)							
					14. Use Tax Due (3.0% of line 13)							
					15.a) Penalty (greater of \$10 or 15% of line 14)				Put total of line 15a &15b below			
Signature Printed Name					15.b) Interest (1.5% p	er month o	of line 14)					
Title	le Phone Date					16. Total Due						



CONSTRUCTION EQUIPMENT DECLARATION INSTRUCTIONS

LINES 1-10: Complete each column for each piece of equipment. If additional lines are needed for more than 10 pieces of equipment, attaché additional schedules with the same information. For audit purposes, do not summarize all equipment into a single line.

COLUMN A: List a general description for the piece of equipment.

COLUMN B: List an identification number that may be used to trace the equipment to the taxpayer's purchase records such as a serial number or asset tag number.

COLUMN C: List the number of days the equipment will be used in town. For original declarations, list the anticipated number of days.

COLUMN D: List the full original purchase price of the equipment. Note: Use tax is due on the full original purchase price of the equipment regardless of its age or condition at the time of first use in the Town. **Do not list a depreciated value**.

COLUMN E: Credit may be taken against parker use tax for legally imposed sales or use taxes paid to other municipalities. Such credit may not exceed the Parker use tax due. If no Municipal sales or use tax has been paid on the equipment, enter a zero (0) in this column.

To Calculate the municipal credit amount, take the total of any previously paid, legally imposed municipal sales or use tax and divide this amount by 0.03. Credit is allowed only for legally imposed sales or use tax previously paid to other municipalities, **do not include** State of Colorado, RTD, cultural district (CD), county or other special district taxes.

Example: Equipment purchased for \$150,000 in a city where a combined sales tax rate of 6.0% (2.9% State of Colorado, 1.1% RTD/CD, and 2.0% City) was legally imposed. Municipal credit is \$100,000 as calculated below:

Ε

\$150,000	Purchase Price
2.0%	Multiplied by legally imposed City sales tax rate
\$3,000	Equals previously paid City sales tax
3.0%	Divided by Town of Parker use tax rate
\$100.000	Equals municipal credit – Enter this amount in Column

COLUMN F: If the amount in column e is *greater than or equal to* the amount in column d, enter a zero (0) in this column (f). If the amount in column e is less *than* the amount in column d, subtract the amount in column e from column d and enter the difference in this column (f).

COLUMN G: If the number in column c is greater than 30, enter the amount in column f in this column (g). If the number in column c is *less than or equal to* 30 **and** the equipment is declared prior to or on the date of its location in the Town, divide the amount in column f by 12 and enter the result in this column (g).

LINE 11: Enter the sum of column g for lines 1-10.

LINE 12: Enter the taxable amount, if any, computed on additional schedules used to detail additional pieces of equipment.

LINE 13: Enter the sum of lines 11 and 12. This is the amount subject to Town use tax.

LINE 14: Multiply the amount in line 13 by 0.03 (3.0% is the Town use tax rate). This is the amount of use tax due. This amount must be remitted on or before the date equipment first located in Town.

Enter the total penalty & interest on line 15. Return is due on or before the first day equipment is located within Town boundaries. If filing this return after the first day of in-Town use the return will be considered late. **Penalty** is calculated as the greater of \$10 or 15% of the total use tax due (line 14) and should be entered on line 15a. **Interest** is calculated at a rate of 1.5% per month late times the total use tax due (line 14) and should be entered on line 15b. The Town has established a penalty and interest calculator to assist in calculating the correct amount due. Access this calculator at www.parkeronline.org/salestax.

LINE 16: Total due and payable to the Town of Parker, add lines14 and 15. Make your check payable to the Town of Parker. Please ensure the amount of line 16 matches the amount remitted to the Town.