

Development Services

Stockpiling & Processing Permit Submittal Guide

What is a Stockpiling & Processing Permit?

A stockpile permit is a grading permit that allows temporary material storage, material processing, and material crushing. Reno Municipal Code Section 18.03.503(g) details standards and requirements necessary to be implemented in the operation of a temporary stockpile site. Stockpiling shall not impair natural drainage patterns and shall be protected against erosion.

A storm water protection (SWP) permit is required if project disturbs an acre or more or is within a ¼ mile of a waterway.

Signage and Notice Requirements

All stockpile sites shall be posted with an on-site sign identifying the duration of the stockpile activity, hours of operation, and contact information for the company conducting the stockpiling. The sign shall be placed at the entrance to the site and easily visible from a public access easement or public right-of-way.

Bond Requirements

A security to restore the site to pre-stockpiling conditions shall be covered under one of the following types of security in City of Reno format:

- Subdivision Bond
- Restoration, Landscaping, and Revegetation Bond
- Encroachment/Excavation Bond
- Labor and Material Bond

The security submittal checklist and security formats can be found by visiting [Reno.gov/DevelopmentServices](https://reno.gov/DevelopmentServices), selecting *Engineering and Planning Applications*, and selecting the dropdown *Other Resources*.

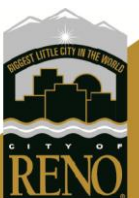
Checklist

- Written analysis addressing all checklist items below and best management practices used per the [Truckee Meadows Construction Site Best Management Practices handbook](#).
- Written permission from the property owner(s) where stockpiling is taking place.
- Site plan noting parcel lines, property setbacks, stockpiling areas, and the location of the required posted sign.
- A copy of the required on-site signage identifying the duration of the stockpile activity, hours of operation, and contact information for the company conducting the operation.
- A truck haul route to freeway or to a site with an active building or site improvement permit. Residential streets should be avoided unless no other routes are accessible.
- A Subdivision bond, Restoration, Landscaping, and Revegetation bond, Encroachment/Excavation permit bond, or Labor and Material bond.
- All stockpiling permits shall obtain a grading permit per RMC section 18.08.606(b).

Additional Operating Requirements

Stockpiling is allowed for 12 consecutive months. The Administrator may grant one extension for an additional 12 months.

Material processing that includes rock crushing shall be approved by the administrator, subject to the site location and proximity to residential uses.



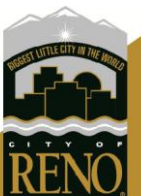
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Stockpile Permit Checklist Items

This checklist is intended to help provide more clarification on what the submittal package needs to include. This is not intended to be all inclusive but provides additional details on the submittal information.

Site plan

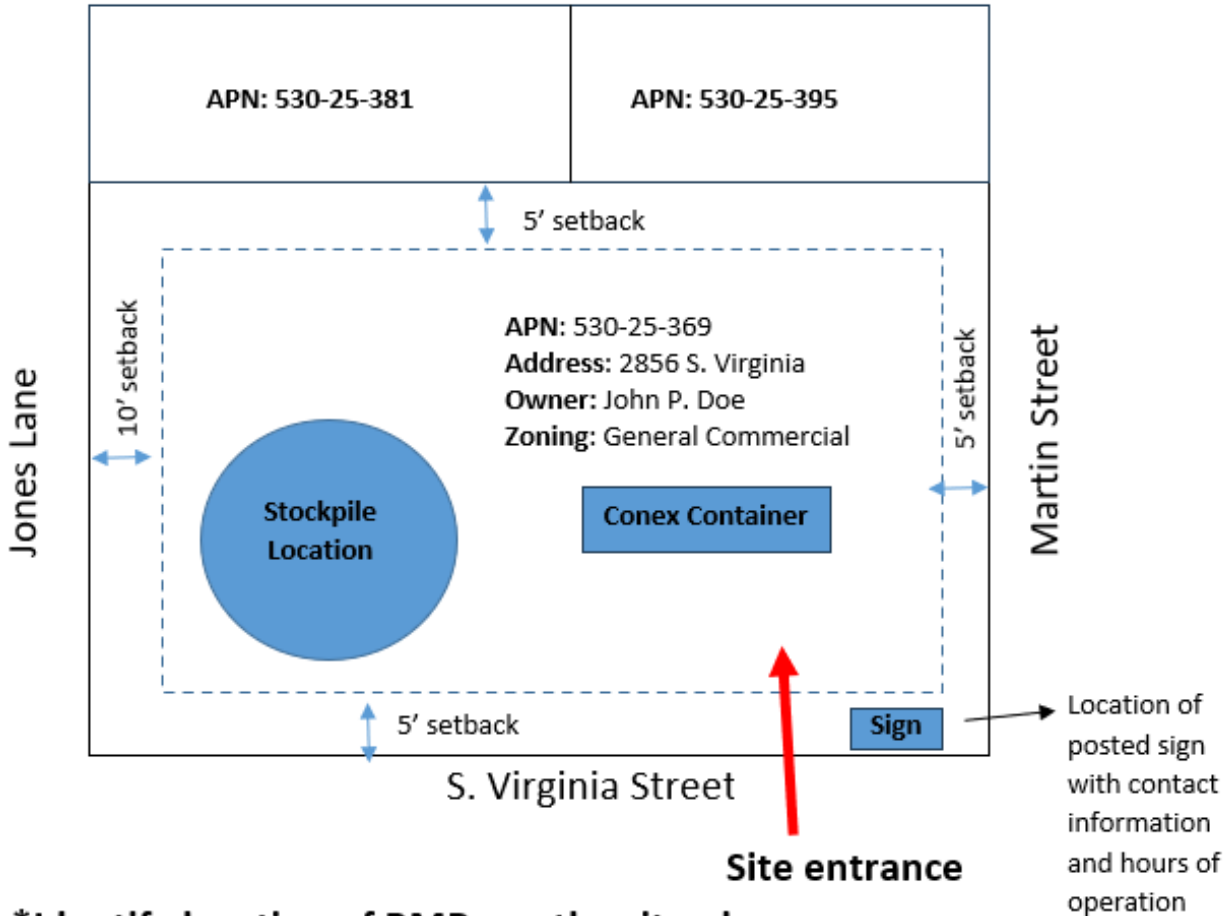
- Parcel number/address
 - Zoning district
 - Setbacks
 - Property owner
 - Temporary/security fence (if proposed)
 - Identify the location of proposed stockpile limits within the parcel boundary
 - Do **NOT** use Google Maps for the site plan
- Stockpiling shall not impair natural drainage patterns and shall be protected against erosion per stockpile management as set forth in the Truckee Meadows Construction **Site Best Management Practices (BMP) Handbook**.
- Identify all proposed BMPs on the site plan.
- The site plan shall include the parcel setbacks, as established by the zoning district (i.e. 5', 10', etc.) and the stockpile shall not encroach within those setbacks.
- All stockpile sites shall be **posted with an on-site sign** identifying the approved duration of the stockpile site, hours of operation, and contact information for the company conducting the stockpiling. The on-site sign shall be placed at the entrance to the site and be easily visible from a public access easement or public right-of-way.
- The site plan shall identify the location of the sign.
 - With the stockpile permit application, include a copy of the sign, so staff can approve it before it gets posted on-site:
 - List the duration the site is anticipated to be used for stockpiling (i.e. 06/2024 – 12/2024)
 - Hours of operation (i.e. 8 a.m. – 6 p.m.)
 - Stockpile Address: (i.e. 8072 South Virginia Street, Reno, NV 89511)
 - Contact information for the company conducting the stockpiling
Company Name: Silver Sky Construction
Phone: 775-333-3333
E-mail: Joe@SSConstruction.com
- Provide a **separate map that identifies the truck routes**
- Truck routes shall not be allowed through residential streets, unless there are no other routes available.
 - Provide a map that shows the route trucks will be required to take to arrive at the stockpile location without going through residential streets.
- Provide **security to restore the site to pre-stockpiling conditions**. One of the following is required to be submitted:
- (1) Subdivision Bond
 - (2) Restoration, Landscaping, and Revegetation Bond
 - (3) Encroachment/Excavation Permit Bond
 - (4) Labor and Material Bond
- All stockpiling shall obtain a grading permit per Reno Municipal Code (RMC) Section 18.08.606(b).
- Stockpiling shall be allowed for 12 consecutive months. The Administrator may grant one extension for an additional 12 months.



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- Material processing that includes rock crushing shall be approved by the Administrator, subject to the site location and proximity to residential uses.
 - Specify on the stockpile permit if rock crushing is anticipated to occur.
- Specific conditions may be added to stockpile permits to address different hours of operation, material processing, screening, buffers, and other mitigation measures as determined by the Administrator, based on the site location and proximity to residential uses.

Site Plan Example



***Identify location of BMPs on the site plan**