



Excavation and Grading Permit Application

Minimum Approval Requirements (International Building Code Appendix J)

Date Submitted: _____ Submitted By: _____

Name of Development and Address: _____

Name of Developer: _____ Grading Permit Fees: \$ _____

Construction Contractor: _____ Plan Review Fees: \$ _____

Estimated Quantit of Grading: _____ Cubic Yards Total: \$ _____

Grading to be performed (check one):

- A. Regular Grading:
Grading involving less than 5,000 cubic yards, or
(Answer question 1) []

- B. Engineered Grading:
Grading in excess of 5,000 cubic yards, and
(Answer questions 1 – 5) []

- C. For a single phase area of project development
Subdivision: _____, or []

- D. For the complete project development. []

“Regular Grading” Requirements:

1. A plan indictating the nature and extent of the work, location of the work, name of the owner, name of the person who prepared the plan and the date the plan was prepared, including any revision dates. The plan shall include the following information:

	<u>Submitted</u>	<u>Approved</u>
	Yes / No	Initials
a) General vicinity of proposed site.	[] []	[] []
b) Limiting dimensions and depth of cut and fill	[] []	[] []
c) Location of any building or structures where work is to be	[] []	[] []



performed and the location of any buildings or structures within 15 feet of the proposed grading.

d) Typical cross-section of the cuts / fills resulting from excavation and grading work.

2. Payment of plan review fees and grading fees in accordance with the 2018 International Building Code, Appendix J fee schedule. Fees for the plan review and grading are based on the volume of excavation or fill, whichever is greater.

“Engineered Grading” Requirements:

	<u>Submitted</u>	<u>Approved</u>
	Yes / No	Initials
1. Complete set of plans and specifications stamped and signed by licensed engineer.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
2. Soils engineering report stamped and signed by licensed engineer.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
3. Engineering geology report	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4. Payment of plan review and grading permit fees in accordance with the 2018 International Building Code fee schedule. Fees are based on the volume of excavation or fill, whichever is greater.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
5. Anticipated schedule of commencement of the proposed excavation and grading.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

Plans shall indicate the nature and extent of the work to be performed and that the work will conform to the 2018 International Building Code Appendix J and any and all amendments, all relevant laws, ordinances, rules and regulations. The first sheet of each set of plans shall indicate the location of the work, name and address of the owner, the name of person who prepared the plans and the date the plan was prepared, including any revision dates. The plan shall include the following information:

- a) General vicinity of proposed site.
- b) Property limits and accurate contours of existing ground and details of terrain and area drainage.
- c) Limiting dimensions, elevations or finish contours to be



achieved by the grading and proposed drainage channels and related construction.

- d) Typical cross-sections of cuts / fills resulting from the excavation and grading work. [] [] [] []
- e) Details of surface and subsurface drainage devices, walls, cribbing, dams, etc., to be constructed with or as a part of the proposed work and a map of the drainage area and the estimated runoff of the area served by any drains. [] [] [] []
- f) Location of any buildings or structures on the site and the location of any buildings or structures on adjacent property that is within 15 feet of the site or may be affected by the proposed grading. [] [] [] []
- g) Recommendations included in the soils engineering and geology reports incorporated into the plans and specifications. Soils engineer shall acknowledge that plans are in accordance with soils report by stamping and signing plan or by letter. [] [] [] []
- h) The dates of the soils engineering and geology reports with the names, addresses and phone numbers of the firms or individuals who prepared the reports. [] [] [] []

The foregoing checkst is provided for convenience only and does not preclude the Building Official from requiring additional information if deemed necessary to safeguard life, limb, property and the public welfare. In addition to preceeding Grading Requirements, a minimum review period of two weeks must be allowed by applicant for County Staff to review submitted information. The Building Official or reviewing department may require bonds in such form and amounts as may be deemed necessary to assure that the work, in not completed in accordance with the approved plans and specifications, will be corrected to eliminate hazardous conditions. **Any excavation and grading proposed within or adjacent to a flood way or flood plain will require a Flood Plain Development Permit.** When the soils report reveals that ground water exists, or evidence indicated the potential for recurrence of ground water, the soils engineer will be required to give written conclusions and recommendations for procedures and design criteria to mitigate ground water concerns. Upon completion of engineered excavation and grading, or completion of regular grading where professional inspection was performed, the civil engineer and soils and geologic engineer shall be required to provide final reports in accordance with the 2018 International Building Code Appendix J and any and all amendments.

Office Use Only:

Building Official Approval & Date: _____ CountyEngineer Approval & Date: _____