



GRADING PERMIT

Application Submittal Checklist

The following materials are required at minimum in order to submit an application for a grading permit.. Additional materials may be required by the City Engineer depending on the complexity of the project.

ENGINEERING APPLICATION FORM

PLAN CHECK DEPOSIT (\$_____)

GRADING PLANS - Includes Storm Water Control Plans, Erosion & Sediment Control Plans. Four (4) full-size sets – Engineering (2), Planning (1) and Stormwater/Wastewater (1)

GRADING PURPOSE STATEMENT - Explain/justify the proposed grading.

GRADING QUANTITY ESTIMATE – Provide cut, fill, shrinkage, import, export.

SCHEDULE OF WORK - Estimated starting and completion dates for work covered by the permit.

PROPOSED HAUL ROUTE - Source of Import or Destination of Export. 8-1/2" by 11" exhibit is acceptable.

GEOTECHNICAL/SOILS REPORT – (3 copies)

ENGINEER'S COST ESTIMATE & QUANTITIES BREAKDOWN – Signed and stamped by engineer (3 copies)

CITY OF RICHMOND BUSINESS LICENSE - Copy of developer's business license.

INSURANCE CERTIFICATES - Naming the City of Richmond as the Certificate holder.

FAITHFUL PERFORMANCE BOND - Based upon the cost of the total number of cubic yards of material moved, plus the cost of all drainage erosion control or other protective devices or work necessary to eliminate geological hazards or to protect persons or public or private property.

STORM WATER POLLUTION PREVENTION PLAN (SWPPP) – Applies to sites greater than one (1) acre (3 copies). Include State Water Resources Control Board WDID number.

STORM WATER CONTROL PLAN (SWCP) – Applies to C.3 sites (3 copies).

O&M MANUAL AND SPECIFICATIONS - If applicable. (5 Sets)

TREE PRESERVATION PLAN - or Letter (by civil engineer or landscape architect) certifying that there are no trees on or near the site.

Additional Project Specific Information Submitted (if required):

Landscape Plan

Tree Survey and Arborist's Report

Biological Study

Hydraulic calculations and hydrology map (3 copies)

Other: _____

(over)

