



Planning Services Department
685 Kentucky Street
Gridley, CA 95948
530.846.3631

GRADING PERMIT APPLICATION INSTRUCTIONS AND INFORMATION

The purpose of the grading permit is to allow construction on the site, in preparation of vertical build whether for a subdivision, a single home, commercial, or industrial development. Butte County permits structures and inspects the vertical build to 10 feet within the structure exterior. The site work and utility connections are inspected by city staff or consultants.

1. Any grading shall comply with the requirements of the Gridley Municipal Code Chapter 15.10 and shall have plans reviewed and approved by the City of Gridley prior to commencement of any work.
2. Each application for a permit shall be made by the property owner or his authorized agent on this permit application form accompanied by a deposit towards plan review actual costs at the time of permit application submittal.
 - (a) Application review fee – 1.5% of the Engineer's Estimate.
3. Each application shall include the following information/plans for review:
 - A topographic plan depicting existing conditions, components planned for removal, utility abandonments, vegetation removal and any other information relative to the preparation of the project construction. The plan shall provide an accurate location map showing the relation of the project to the nearby community.
 - A grading plan depicting existing grades and proposed grades, direction of storm water flow, storm drain locations, and all manholes, and drainage inlets for a complete system; sanitary sewer system and connections, lift station location and design if required; water line distribution, and all components for a complete project. The grading plan shall show all lots if more than one, and shall provide dimensions, area, and building pad locations, elevations, slope to drain, and setbacks. A description of the work to be done together with the materials to be used thereon, including depth of fills, height of cuts, proposed spoils location for any excess excavation, and estimated volumes in cubic-yards of excavation and fill. Prior pre-submittal review for excessive fill shall be scheduled to discuss alternatives.



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- A dry utility plan shall be provided depicting conduit, connections, transformers, sizes, wiring requirements, estimates of wire type, and all other components.
- Off-site improvements in the form of plan and profile drawings; curb, gutter, sidewalk, accessible ramps, standard details and plan and profile delineating the installation of underground infrastructure.
- Drainage analysis in accordance with the type and forms prescribed by the city engineer.
- Geotechnical report
- SWPPP/WDID number provided by the state including the Erosion Control Plan and BMP's.
- Environmental studies required as identified by mitigation measures and conditions of approval
- Conditions of approval identifying how they have been fulfilled.
- Landscaping plan and Irrigation plan; a Master Tree planting plan shall be provided for subdivisions.
- Standard details on plan sheets and references on plans for location and use. Verify typical sections and details with Public Works and the City Engineer to confirm design
- Executed agreement for payment of plan check fees and inspection costs.
- Engineer's Estimate for construction costs to base fees on; plan check fees require a deposit of 1.5% of the Engineer's Estimate; the inspection fee deposit is 3% of the Engineer's Estimate.
- Construction Schedule and order of work.



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- Title report providing ownership and legal parcel description. Where it has been determined that the parcel for which the application has been submitted cannot prove that it was created in conformance with government code, additional documentation shall be provided as requested
 - Owner's statement identifying representative and project point of contact.
4. Before submitting an application for grading permit, the applicant is requested to discuss with staff all questions about application requirements, city procedures, zoning provisions and possible conditions of approval.

The responses to the questions may require additional information and can be answered as "See attached Exhibit ____".



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APPLICATION FOR GRADING PERMIT AND ENVIRONMENTAL REVIEW

SECTION I. GRADING PERMIT INFORMATION

1. Applicant's Name: _____
2. Business Phone Number: _____ Home Phone Number: _____
3. Applicant's Mailing Address: _____
4. Applicant's E-mail Address: _____
5. Applicant's Interest in Property: ☐ Owner ☐ Buyer ☐ Lessee ☐ Contractor ☐ Other
6. Owner's Name: _____
7. Owner's Phone Number: _____
8. Owner's Mailing Address: _____
9. Street Address of Project Site: _____
10. Assessor's Parcel Number(s): _____
11. Acreage of Parcel: _____
12. Describe location of parcel(s) and attach an accurate location map showing the exterior boundaries of the area affected, locations of buildings, stockpiles and spoils storage area, drainage, culverts, natural watercourses, and relocation plan for existing waterways or drainage facilities. Attach details of all proposed drainage structures and erosion control measures. _____

13. Description of Proposed Development and Use (Describe the buildings in terms of height, length, width; describe landscaping use in terms of commercial, residential, recreational and activities associated with the use):

14. Description of Existing Land Use: _____



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15. Proposed Scheduling (Estimate when earthwork will begin: leveling, rough grade work, finish grade work, etc.): _____

16. Anticipated Future Development (Are there going to be future roadways, driveways, buildings pads, etc. developed on the project site after leveling or grading): _____

17. Describe the work to be done including the equipment and materials to be used: _____

18. Estimate Total Cubic Yards of Excavation: _____
19. Estimate Total Cubic Yards of Fill: _____
20. Estimate Total Cubic Yards of Spoils: _____
21. Maximum Height of Cuts: _____ Maximum Height of Fills: _____
Maximum and Minimum Slope of Work Site: Cuts (H:V) _____ Maximum _____ Minimum _____
Fills (H:V) _____ Maximum _____ Minimum _____
22. Describe Erosion Control Methodology to be Utilized: _____



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SECTION II. GENERAL INFORMATION

1. Describe hazardous materials to be used on-site and method of storage (inflammable, flammable, explosives, strong chemicals, etc.): _____

2. Daily hours of work: _____

3. Number of employees on site: _____

4. List any other related permits and other public approvals required for this project, including those required by city, regional, State and Federal agencies: _____

5. Describe project design features or special conditions of approval (mitigation measures) which are proposed to alleviate potential environmental impacts. Provide all required special studies and investigations required by the conditions of approval: _____

6. Describe the project site as it exists before the project _____



Applicant/Representative Signature Date

Date

THIS SECTION TO BE FILLED OUT BY CITY STAFF ONLY

Grading Permit Number: _____

[?] DENIED

Date Authorizing Signature-City Engineer