

# ALAMEDA COUNTY GRADING PERMIT APPLICATION

## INSTRUCTIONS

### A. GENERAL

1. Fill in all blanks on the application. If a particular item does not apply to your project, fill in that blank with N/A ("Not Applicable").
2. Items 9, 10, and 14 will need to be completed if it will be necessary to import or export material to or from this site. If these items are not known at the time of this application, they may be left blank at this time; however, a permit will not be issued until those items are answered satisfactorily. **A separate grading permit may be required for off-site borrow or disposal sites.**
3. The "Geotech/Geologist of Record" form (attached) will need to be completed prior to issuance of a grading permit if this project requires inspection by a geotechnical engineer or engineering geologist.
4. This application must be signed by the same person who will sign the grading permit for this project.
5. Return one completed copy of this application along with three sets of Preliminary Grading Plans prepared in conformance with Section 15.36.240 of Alameda County General Ordinance Codes (1996), a \$115.00 Grading Permit Application Fee, and a Grading and Erosion Control Plan Review deposit in an amount to be determined based on the complexity of the proposed project, but not less than \$500.00, to the Alameda County Flood Control and Water Conservation District, Room 141, 399 Elmhurst Street, Hayward, CA 94544, at least 45 working days prior to the proposed start of grading.

### B. APPLICATION PROCESSING

6. An initial study will be made to determine if an Environmental Impact Report (EIR) is required. The applicant may be required to submit additional reports or other material and will be required to pay costs for an EIR and any other environmental documents, if necessary. (Please refer to the State and County Guidelines for the Implementation of the California Environmental Quality Act [CEQA - 1970].)
7. A Grading Inspection flat fee amount and Improvement Security Deposits (Bonds) will be established after the Initial Study is completed. The Grading Inspection Fee and any Bond amounts will be required prior to issuance of a grading permit.
8. Copies of this application may be referred to other County Departments and Governmental jurisdictions that have responsibilities associated with the proposed grading. This application may also be referred to interested non-governmental parties, such as adjacent property owners. All issues raised from these referrals must be resolved prior to issuance of a grading permit.
9. A meeting with the County, Applicant, and referral agencies may be conducted after the Initial Study and prior to the final review of this application in order to clarify all aspects of the proposed grading, determining any additional information that may be required, and discussing relevant issues.

Grading Permit Application

## GRADING PERMIT NO. \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

(Name of agency, company, etc.)

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

1. Location of Site to be Graded: \_\_\_\_\_

Book \_\_\_\_\_ Page \_\_\_\_\_ Parcel \_\_\_\_\_ Subparcel \_\_\_\_\_

Book \_\_\_\_\_ Page \_\_\_\_\_ Parcel \_\_\_\_\_ Subparcel \_\_\_\_\_

Tract No. \_\_\_\_\_ Parcel Map \_\_\_\_\_ Lots \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

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4. Name of person who is responsible for grading operations at the site:

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

5. Name of Geotechnical Engineer/Engineering Geologist responsible for inspections at the site:

Geotech. \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Geologist: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

(complete the attached "Geotech/Geologist of Record" form)

6. Purpose of the proposed grading operations: \_\_\_\_\_

7. What is the maximum vertical depth, measured from the existing ground surface, of the proposed cuts and fills that will occur on this site?

Cut Depth \_\_\_\_\_ ft.

Fill Depth \_\_\_\_\_ ft.

8. Quantity of grading to be done (provide calculations):

Cut \_\_\_\_\_ cy

Fill \_\_\_\_\_ cy

9. Amount of material to be exported from site: \_\_\_\_\_ cy and location of disposal site:

\_\_\_\_\_  
\_\_\_\_\_

10. Amount of material to be imported to site: \_\_\_\_\_ cy and location of borrow site:  
\_\_\_\_\_
11. Describe haul routes (show haul routes on Thomas Brothers Map Pages and attach):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. What equipment will be used in excavating, processing, and transporting materials? List the numbers of each.
- |                    |                        |               |
|--------------------|------------------------|---------------|
| Dozer _____        | Front End Loader _____ | Scraper _____ |
| Dump Truck _____   | Tractor-Trailer _____  | Grader _____  |
| Other (list) _____ |                        |               |
- Number of offsite truck trips per day, per type: \_\_\_\_\_
13. Describe dust control measures: \_\_\_\_\_
14. Describe noise control measures: \_\_\_\_\_
15. During what days of the week and hours of the day are grading operations to be conducted?
16. Grading is proposed to begin on (date) \_\_\_\_\_ and be completed by \_\_\_\_\_  
Will operations be continuous ☐ intermittent ☐ seasonal ☐ other ☐  
Explain: \_\_\_\_\_
17. Describe measures to protect the grading site from overflow of adjacent streams (if applicable).  
\_\_\_\_\_  
\_\_\_\_\_
18. Is there reason to believe that the excavation will be extended near or into usable water bearing stratum? (Y) ☐ (N) ☐ If yes, attach a detailed description of the measures proposed to protect water quality and maintain the transmissivity of the area through which water may flow.
19. Describe other activities and land uses that will occur on the site, whether or not associated with the grading activity. \_\_\_\_\_  
\_\_\_\_\_

20. Has this project had any public hearings? (Y) ☐ (N) ☐ If yes, by which department and on what dates \_\_\_\_\_

Hearing Number: \_\_\_\_\_

It is understood that any permit issued pursuant to this application will not grant any right or privilege to use any building or land contrary to the provisions of law or of any ordinance of the County of Alameda. All provisions of law and of ordinance governing the use of the aforesaid building or land will be complied with whether specified herein or not.

In consideration of the granting of a permit pursuant to this application and other good and valuable consideration therefor, the undersigned agrees to indemnify and hold harmless the County of Alameda, the members of the Board of Supervisors thereof, and their officers, employees, agents and servants, and each of them from and against liability for injury to or death of persons and/or liability for damage to property arising from all work therein permitted or incidental thereto or which may arise from failure of permittee to perform the obligations of the Permittee under said Permit with respect to maintenance thereof.

I attest under penalty of perjury to the truth and correctness of all the facts, exhibits, maps, and attachments presented with and made a part of this application.

Signed\* \_\_\_\_\_ (Applicant)\* Date \_\_\_\_\_

Type or Print Name \_\_\_\_\_

\* If applicant is not the property owner, then the property owner **must** sign below.

Property Owner \_\_\_\_\_ Date \_\_\_\_\_

Type or Print Name \_\_\_\_\_

Please enclose (a minimum of two) sets of the Preliminary Grading and Erosion Control Plans that are in conformance with Section 15.36.240 of the Alameda County General Ordinance Codes (1996).

**GEOTECH/GEOLOGIST OF RECORD  
FOR  
GRADING PERMIT NO. \_\_\_\_\_**

To be completed by applicant:

\_\_\_\_\_ is the Soils Engineer/Engineering Geologist of Record  
for the proposed grading located at \_\_\_\_\_  
to be performed by \_\_\_\_\_

The Soils Engineer/Engineering Geologist of Record is responsible for continuous inspection during all aspects of grading at the subject site. The Soils Engineer/Engineering Geologist of Record will provide a Final Report in conformance with Section 15.36.360 of the Alameda County General Ordinance Codes (1996) upon completion of grading, certifying that all grading has been completed satisfactorily. The Soils Engineer/Engineering Geologist of Record should be familiar with Chapter 15.36, Grading, Erosion, and Sediment Control, of the Alameda County General Ordinance Codes (1996) and the 1994 edition of the Uniform Building Code. The Soils Engineer/Engineering Geologist of Record shall be familiar with the project geotechnical report(s), grading plans, and building plans for this project. If the Soils Engineer/Engineering Geologist of Record changes during the course of this grading work, a new Geotech/Geologist of Record form must be completed, signed by the appropriate parties, and submitted to this office within 5 working days of the change.

The following is to be completed the Soils Engineer/Engineering Geologist of Record (please print):

Name \_\_\_\_\_ Company \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Affix and sign professional stamp(s) here →

## GEOTECHNICAL FINAL REPORT DECLARATION

The Alameda County Grading Ordinance "Final Report" and "Special Inspection" and Building Code (Sec. 7-22.20, Final Report) require in a final report:

- a) A complete record of all field and laboratory tests including location and elevation of all field tests.
- b) A professional opinion regarding slope stability and the safety of the site from erosion, settlement and seismic activity (unless provided in a prior report).
- c) Recommendations pertinent to structures if proposed (see ordinances).
- d) A declaration by the Geotechnical Engineer or Engineering Geologist in the format required by the Director of Public Works and the Building Official that all work was done in substantial accordance with the recommendations contained in the soil or geologic investigation reports as approved and in accordance with the approved plans and specifications.

The declarations shall be as follows:

1) Special Inspector's Report:

"I declare that based upon personal knowledge (personal continuing observation of construction work in all stages of progress), work performed and materials used during the grading operations described in this report are in accordance with the plans and specifications for this project as approved by the Alameda County Director of Public Works."

The above declaration shall be personally signed by the inspector. If more than one inspector observed grading operations, each shall sign an individual declaration and shall indicate the dates for which the declaration applies.

2) Declaration by Civil Engineer and/or Engineering Geologist:

"I declare that all work for which I have professional responsibility, performed during the grading operations described in this report, was done in accordance with the recommendations contained in the soil and geologic investigation as approved by the Alameda County Director of Public Works and the approved plans and specifications.

"I further declare that the special inspector(s) whose report(s) appear(s) in this document were under my professional supervision, and that I have reviewed his (their) report(s) and find it (them) to be correct to the best of my knowledge and belief."

These declarations shall be personally signed by the responsible civil engineer and/or engineering geologist. The signatories shall include their California registration numbers.