



Grading Permit Application

Public Works Department
Engineering Division

Effective: July 1, 2007
Revised: September 1, 2010

Assigned Permit No.

<p>Owner/ Applicant: _____</p> <p>Address: _____</p> <p>_____</p> <p>Phone: _____</p> <p>Contractor: _____</p> <p>Address: _____</p> <p>_____</p> <p>Phone: _____</p> <p>Contractor License No.: _____</p> <p>Business License No.: _____</p> <p>After Hour Contact: _____</p> <p>Phone: _____</p>	<p>Engineer: _____</p> <p>RCE No.: _____</p> <p>Address: _____</p> <p>_____</p> <p>Phone: _____</p> <p>Soil Engineer/Geologist: _____</p> <p>RCE/REG No: _____</p> <p>Address: _____</p> <p>_____</p> <p>Phone: _____</p> <p>Engineering Estimate (CY): _____</p> <p>Engineering Est. Cost: _____</p>
--	---

Description of work:

Schedule of Work:

I hereby certify that all information provided in this application is true and complete and I agree to comply with the all conditions attached to the permit and on the reverse side hereof.

Applicant's SignatureDate

<p style="text-align: center;">FEE CALCULATION</p> <p>Processing: \$ _____</p> <p>Inspection Fee: \$ _____</p> <p>Bond: \$ _____</p> <p>Other: \$ _____</p> <p>Total Fee: \$ _____</p>	<p>PERMIT APPROVED:</p> <p>_____</p> <p style="display: flex; justify-content: space-between;">City EngineerDate</p>
--	---

***This form is for application submittal purposes only ***

GRADING PERMIT NOTES

PER CHAPTER 15.52 THE CITY OF BRENTWOOD MUNICIPAL CODE, ENGINEERING PROCEDURES MANUAL AND STANDARD PLANS & SPECIFICATION

1. This permit is void if work is not begun within 60 days of issuance and not completed within one year.
2. Permittee shall notify an Engineering inspector to set up a pre-construction meeting at least 36 hours prior to the start of any work. The name and phone number of the assigned inspector will be provided on the permit. This condition also applies to restart of the job when closed down by rain or other reasons for more than 10 days.
3. Call Underground Service Alert (USA) at least 48 hours prior to the start any construction.
4. All grading and noise therefore including, but not limited to, warming of equipment motors in residential zones or within one thousand (1000) feet of any residential occupancy, hotel, motel or hospital shall be limited between the regular hours of 7:00 A.M. to 3:30 P.M., Monday through Friday. The owner or developer must submit a written request for approval by the City Engineer at least two (2) working days in advance to work during any other hours, weekends, or holidays.
5. The following special hours of work will be enforced from Monday through Friday:
 - A. Work affecting traffic on Balfour Road, Brentwood Boulevard, Fairview Avenue, Lone Tree Way, Sand Creek Road, Central Boulevard or Walnut Boulevard will be limited to 9:00 am to 3:00 pm.
 - B. Work adjacent to or within fifteen hundred feet (1500') of any school while school is in session will be limited to 9:00 am to 3:00 pm.
 - C. Work within three hundred feet (300') of occupied residential units and not affecting Balfour Road, Brentwood Boulevard, Fairview Avenue, Lone Tree Way or Walnut Boulevard, south of Balfour Road will be limited to 8:00 am to 4:30 pm.
 - D. Work in excess of three hundred feet (300') from occupied residential units and not affecting Balfour Road, Brentwood Boulevard, Fairview Avenue, Lone Tree Way or Walnut Boulevard, south of Balfour Road, will be limited to 7:00 am to 5:00 pm.
 - E. All Saturday work shall be restricted to 9:00 am to 4:00 pm.
6. Whenever any portion of the work requires entry onto adjacent property for any reason, the permit applicant shall obtain a right-of-entry from the adjacent property owner or his authorized representative in a form acceptable to the City and shall file a copy of the fully executed right-of-entry with the City prior to issuance of the grading permit and/or approval of the grading plans.
7. The Permittee/Applicant and grading contractor shall be responsible for the protection of adjacent properties during grading operations. Prior to commencing any grading of the site, the exterior boundaries shall be marked as required by the City Engineer. Boundary markers shall be maintained throughout the grading operation. Temporary barriers and/or protective fencing shall be used when necessary to protect adjacent properties.
8. The Permittee shall be responsible for all liability for personal injury or property damage which may result from work permitted and done by the permittee or the failure of permittee to perform its obligations under the permit. If any claim of liability is made against the City, its officers or employees, the permittee shall defend, indemnify and hold them, and each of them, harmless from such claim insofar as permitted by law Contractor shall submit a Certificate of Liability Insurance to the City prior to any construction activities. Insurance shall name City of Brentwood as Additional Insured, and the Additional Insured Endorsement must be attached to deem insurance requirements complete.
9. All exposed or finished banks or slopes of any fill or excavation shall be protected from erosion by approved planting, irrigation, hydroseeding, cribbing, walls or terracing or a combination thereof. All graded surfaces exceeding five thousand (5,000) square feet in area shall be planted and irrigated, paved or built upon and shall be provided with berms and approved drainage facilities adequate to prevent erosion and to conduct the accumulation of runoff of surface waters to an approved place of discharge.
10. For commencement of the activity during the wet season, the applicant shall demonstrate to the satisfaction of the City Engineer, that land disturbances is relatively minor and that erosions and sedimentation can be controlled.
11. Erosion and sediment control measures shall be implemented as specified by the approved interim and final sediment and erosion control plans. Erosion and sediment control measures shall be consistent with the Manual of Sediment and Erosion Control Practices and Best Management Practices.
12. Except in the event of an emergency, the city shall provide verbal and written notice of the violation to the applicable permit holder prior to the issuance of a stop work notice. Fines shall be one hundred dollars for the first violation, two hundred fifty dollars for the second occurrence of the same violation (regardless of subcontractor) and one thousand dollars for each subsequent violation. (Ord. 671 § 1 (part), 2001; Ord. 463 § 2 (part), 1989)
13. The applicant shall provide security for the performance of the work described and delineated on the approved grading plan and interim and final erosion and sediment control plans in an amount not less than ten (10) percent of the total estimated cost of the work. The estimated cost of work shall be approved by the City Engineer.
14. The permittee will provide and maintain insurance in the following types with the following limits:

General Permittee

- a) Commercial Liability Insurance, occurrence form, with a limit of not less than \$1,000,000.00-\$2,000,000.00 (dependent upon the size of the project) each occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this permit or be no less than two (2) times the occurrence limit. A Certificate of Liability shall be submitted with the City of Brentwood as Additional Insured. It must also include the Additional Insured Endorsement, without the Endorsement the Insurance will be considered invalid.
- b) Automobile Liability Insurance, occurrence form, with a limit of not less than \$1,000,000.00 each occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.
- c) Workers Compensation in at least the minimum statutory limits.
- d) Employers' liability insurance, with minimum limits of \$1 million per occurrence.

Homeowner Permittee

- a) At the City's discretion, the City of Brentwood may allow copies of Home Owner Insurance certificates for review and file dependent upon the size and scope of work being proposed.
15. The type of security shall be either:
 - A. Cash deposit with the City; or
 - B. A certificate of deposit approved by the City Attorney from a financial institution subject to regulations by the State or Federal government who said financial institution pledges funds are on deposit and guaranteed for payment and payable immediately, partially or in full, to the City upon demand.
16. Any unused security posted with the City for faithful performance shall be released as follows:
 - A. Eighty (80) percent of the unused security will be returned upon completion and acceptance of the work by the City Engineer (less any outstanding claims);
 - B. Any remainder of the security will be released twelve (12) months after completion and acceptance of the work by the City Engineer provided all defective work is corrected to the satisfaction of the City Engineer.
17. Upon the final completion of the work, the following reports and drawings and supplements thereto shall be submitted to the City Engineer.
 - A. A soils and geologic grading report prepared by the Soils Engineer and/or engineering geologist including location and elevations of field density test, summaries of field and laboratory tests and other substantiating data and comments on any changes made during grading and their effect on the recommendations made in the Soil Engineering Investigation Report. The report shall include a final description of the geology of the site, including any new information disclosed during the grading and the effect of same on recommendations incorporated in the approved grading plan. A certification shall be provided as to the adequacy of the site for the intended use as affected by soil and geologic factors.
 - B. An as-graded grading plan prepared by the Civil Engineer, including original ground surface elevations, as graded ground surface elevations, lot drainage patterns and locations and elevation of all surface and subsurface drainage facilities.
 - C. An as-built erosion and sediment control plan prepared by the Civil Engineer.

This form shall not be changed except where a blank exists. If a change is made to this form, the permit shall be void.