



**PUBLIC WORKS DEPARTMENT**  
Engineering Division

**GRADING AND EROSION CONTROL PERMIT APPLICATION**

(Chapter 14.50, Madera County Code, CA Codes H&S §§ 19825 - 19832)

**APPLICANT TO COMPLETE THE FOLLOWING:**

SITE APN#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ PERMIT # \_\_\_\_\_

APPLICANT:  OWNER  CONTRACTOR

OWNER'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_

PHONE NO.: (\_\_\_\_\_) \_\_\_\_\_ Zip \_\_\_\_\_

EMAIL: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_

PHONE NO.: (\_\_\_\_\_) \_\_\_\_\_ Zip \_\_\_\_\_

EMAIL: \_\_\_\_\_

LICENSE NUMBER: \_\_\_\_\_ CLASS: \_\_\_\_\_ (A, B or C-12 only)

SITE LOCATION: \_\_\_\_\_ CITY \_\_\_\_\_

CROSS STREETS: \_\_\_\_\_

DESCRIPTION OF GRADING:  RESIDENTIAL  COMMERCIAL

**DISCRIPTION OF WORK TO BE PERFORMED:**

RESIDENTIAL HOUSE PAD AND DRIVEWAY  COMMERCIAL PAD

LANDSCAPING  LEVELING  DRIVEWAY ONLY

OTHER: \_\_\_\_\_

CUT CY \_\_\_\_\_ FILL CY \_\_\_\_\_ SQUARE FOOT OF SLOPE \_\_\_\_\_

IMPORT/EXPORT LOCATION \_\_\_\_\_

**Disclaimer:**

- Applicant agrees to call for final inspection after grading is completed and/or erosion control is in place when required.
- Signature of Applicant indicates awareness of Sections 1600-1607 of the California Fish and Game Code, Appendix Chapter 33 of the California Building Code and National Pollution Discharge Elimination System (NPDES) regulations.
- Access to the property shall be from a public roadway as approved by the Madera County Public Works Department. No access off of private easements or "emergency access roads" will be allowed unless specifically approved by the Madera County Public Works Department and the Madera County Community & Economic Development Department - Planning Division.
- Where appropriate, encroachment Permit's shall be obtained from the Madera County Public Works Department and/or Caltrans prior to the commencement of any grading activities.
- Applicants are required to contact Underground Service Alert (USA) prior to commencing excavation activities beginning.

I certify that I have read this application and state that the above information is correct. I agree to comply with all City and County Ordinances and State Laws relating to building construction, and hereby authorize representatives of this County to enter upon the above-mentioned property for inspection purposes.

**SIGNATURE (Owner/Contractor):** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
**THIS PERMIT SHALL EXPIRE BY LIMITATION AND BECOME NULL AND VOID IF WORK IS NOT COMMENCED OR IF NO INSPECTIONS ARE CALLED FOR WITHIN 180 DAYS OF ISSUANCE. ISSUANCE DOES NOT AUTHORIZE THE VIOLATION OF ANY FEDERAL, STATE OR COUNTY LAWS, REGULATIONS OR ORDINANCES.**

**OWNER-BUILDER VERIFICATION**

- I personally plan to provide the major labor and materials for construction of the proposed property improvement (yes or no) \_\_\_\_\_.
- I (have/have-not) \_\_\_\_\_ signed an application for a building permit for the proposed work.
- I have contracted with the following person (firm) to provide the proposed grading:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (\_\_\_\_\_) \_\_\_\_\_  
Contractors Lic. No.: \_\_\_\_\_ Class: \_\_\_\_\_
- I plan to provide portions of the work, but I have hired the following person to coordinate, supervise, and provide the major work:  
Name \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (\_\_\_\_\_) \_\_\_\_\_  
Contractor's License No.: \_\_\_\_\_ Class: \_\_\_\_\_
- I will provide some of the work but I have hired the following persons to provide the work indicated:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Type of Work: \_\_\_\_\_  
Worker's Compensation: Company \_\_\_\_\_  
Policy No. \_\_\_\_\_

**WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.**

19832. A City or County, whether general law or chartered, shall transmit the notice required pursuant to Section 19830 and the owner-builder verification required pursuant to Section 19831 by mail to the property owner applying for the owner-builder building permit or may provide the notice or the verification in person to the person applying for the building permit only if that applicant presents identification sufficient to identify himself or herself as the property owner. The return of the owner-builder verification shall be a condition precedent to issuance of the building permit. However, no City or County or its employees shall be responsible for determining the truth or accuracy of the declarations in the owner-builder verification, and no monetary liability on the part of, and no cause of action for damages against them, shall arise from their failure to verify the truth or accuracy of the declarations.

**ENVIRONMENTAL HEALTH DIVISION**

An onsite inspection for private sewage disposal area may be required prior to grading permit issuance. If you have any questions please call the Environmental Health Division at 559-675-7823.

**FIRE DEPARTMENT GENERAL NOTES & DETAILS**

- Driveway length: \_\_\_\_\_
- Driveway Width: \_\_\_\_\_ (Residential=Min. 12 feet / Commercial=Min 20 feet)
- If the driveway is more than 300 feet, a turnaround is required near the building site and shall be within 50 feet of the building. Turn-arounds must be a minimum 50-foot radius from center of drive. If a hammerhead "T" is used, the tip of the "T" shall be 60 feet. (See Detail)
- A **midpoint turnout** will be placed where the driveway is more than 150 feet. Where the driveway exceeds 800 feet, turnouts shall be provided no more than 400 feet apart. A turn out shall be a minimum or **20 feet wide, 30 feet long with a 25-foot taper on each end** (See detail).
- Vertical driveway clearance will be **15 feet**.
- The road/driveway grade will not exceed **16%** at any portion.
- The driveway will have an all-weather surface capable of supporting a 40,000-pound apparatus. The driveway will require a compaction test and have a minimum compaction of 90% and areas in flood zones will have a minimum compaction of 95%.
- If you have any questions please call the Fire Marshall at (661-5190)

**EROSION CONTROL DEPOSIT REQUIREMENTS**

- A cash deposit or performance bond shall be posted for one hundred percent (100%) of the estimated cost of soil stabilization and revegetation of the grading site. **The cash deposit or bond shall not be released until the required soil stabilization and vegetation has been established for one (1) full year.**
- Whenever the Public Works Director finds that a default has occurred in the performance of any terms or conditions of a grading permit, written notice of the default shall be given to the owner at his residence as given in his application. The notice shall state the work to be done to achieve a safe and satisfactory stabilization and revegetation, the estimated cost and the period of time deemed reasonably necessary by the Public Works Director to complete the work.
- If the owner, after notice of default, elects to complete the work, then within ten (10) business days the notice of such work shall be given to the Public Works Director.
- If cash has been deposited and the notice of default has been given to the owner, and if the owner does not comply with the notice within the specified time, the Public Works Director may use the cash deposit to complete the work by contract or any other means within his discretion. The balance, if any, of the cash deposit shall be returned to the applicant when the work is completed. An amount not greater than ten percent (10%) of the cash deposit may be deducted as a reimbursement for administrative expenses incurred by the County in contracting out any such work.
- The term of each deposit shall begin on the date of its issuance and shall end on the satisfactory completion of the terms and conditions of the permit. Completion shall be evidenced by the Public Works Director's certificate of compliance. The cash deposit shall be returned to the applicant, less any amount deducted to pay for work performed on order of the Public Works Director after a notice of default.
- After 3 years from the issuance of the permit, and the deposit has not been claimed, the owner shall forfeit the deposit to the county.**

"In the event of default in the performance of any terms or conditions of the grading permit, the applicant and permittee hereby consents to entry upon the subject real property by the County, or surety, or their duly authorized representatives for the purposes of inspecting work completed pursuant to the permit, or to complete work required under the permit."

**MAXIMUM SLOPES: Cuts 2:1 Fills 2:1**

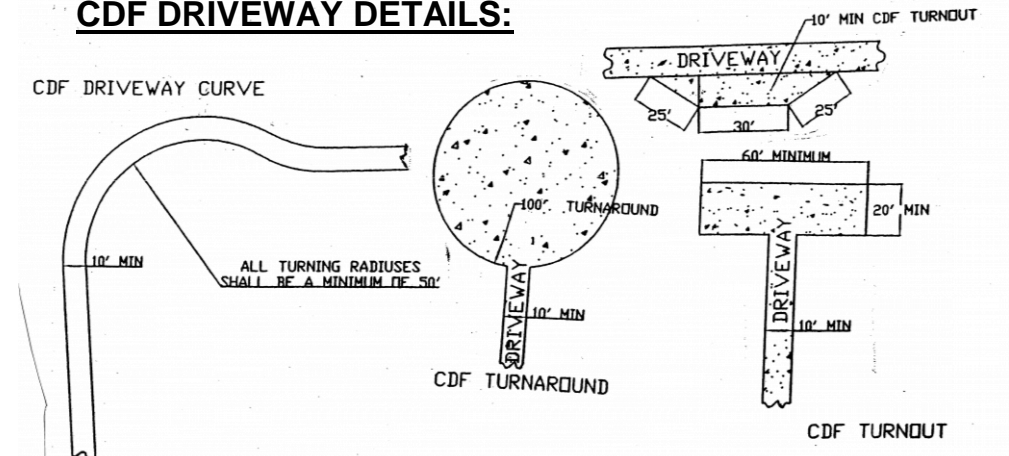
The bond shall be refunded at the time an Erosion Control Inspection has passed. Erosion Control Description:

**Describe Erosion Control Measures:**


**Grading Final:**

- All grading permits shall be inspected and finalized.
- This permit becomes null and void if work or construction authorized is not started within 180 days, or if construction or work is suspended or abandoned for a period of 180 days (failure to pass an inspection every 180 days will constitute abandonment of work) any time after work is commenced. Failure to request progress inspections and pass in any 180-day period is evidence that work has been abandoned.

**CDF DRIVEWAY DETAILS:**



## Grading Requirements:

### 1. Application for Permit

- a. Each application for a permit that is required shall be made by the property owner, contractor or the authorized agent in writing and signed by the owner or contractor.
- b. Applications in a flood zone shall be submitted along with a FEMA elevation certificate.
- c. Applications in a flood way shall be submitted with prior approval by FEMA.
- d. Applications for permit shall include the following information where applicable:
  - i. Drawings shall be neat and clearly legible on an 11" x 17" paper approved by the Building Official. **(No free hand drawings will be accepted);**
  - ii. North Arrow;
  - iii. Show the dimensions and configuration of property. **(Must be to an approved scale: 1":10', 1":20', 1":30', 1":40', 1":50', 1":60');**
  - iv. Show and label the proposed project, and any other structures on the property;
  - v. Show and label any existing buildings on the property. **(Drawn to scale);**
  - vi. Show and label all utility, drainage, flood zones and/or other easements on the plot plan;
  - vii. Show any streams/rivers and drainage courses that pass through the property;
  - viii. Show distances between the boundaries of the grading and the property lines, existing structures, wells, septic systems, and all other relevant items;
  - ix. Show and label all streets;
  - x. Show the driveway access and label it as existing or proposed. No driveway slopes shall exceed 16%, driveway slope must be shown on plot plan along with any required turnouts and turnarounds;
  - xi. A description and location of the pattern of drainage to and from the site, the location of culverts and natural watercourses and the directions of flow;
  - xii. The relocation plan for any existing waterway or drainage facility proposed to be altered;
  - xiii. Details of any proposed drainage structures will require hydrology calculations for culverts stamped by a licensed engineer;
  - xiv. An erosion and sediment control plan including a time frame for implementation;
  - xv. Grading **less than 5'** of cut or fill will require a cross-section and depth grid.
  - xvi. Grading **more than 5'** cut or fill will require topography and cross-sections (including locations of benches and details);
  - xvii. Where the complexity of the project requires additional information, the following additional information may be required:
    1. Drainage flow computations giving volume of runoff to and from the site;
    2. Present and proposed contours for the site at 2' contours;
    3. Soil information describing type, depth, erodibility and capability for establishing vegetation.
    4. Applications shall conform to land use regulations as required by Title 18 ("Zoning), of the Madera County Code.

- e. False information or drawings that do not truly represent site conditions on the property will invalidate permit approvals, the permits, and the project. If a plot plan is identified as not reflecting true conditions at the project site, a **"NOTICE TO STOP WORK"** will be issued until the plot plan is corrected and approved by the Public Works Department.

### 2. Grading

- a. Cut and Fill slopes shall not exceed 2:1 (27 Degrees).
  - i. If it is not possible to create a 2:1 slope because of site conditions, then the grading shall be considered "Engineered Grading". Engineered grading shall be subjected to all requirements stated in Appendix Chapter 33, Section 3309.4-3309.7 of the California Building Code.
- b. All fill material shall be placed in a maximum of 10" lifts and compacted to a minimum of 90% (certified by a Geotechnical or Civil Engineer).
- c. **All fills over 5' shall have benching inspections at each progressive bench lift by the Public Works Director, his staff or certified by a Geotechnical or Civil Engineer before fill material is placed.**
- d. All fill material in flood zones shall be compacted to 95%.

### 3. Erosion Control

- a. Erosion control measures necessary to constrain sediment caused during the construction phase shall be in place before construction begins.
- b. The protection for the slopes shall be installed as soon as practicable and prior to calling for final approval.
- c. Acceptable erosion control measures include:
  - i. Silt fences
  - ii. Jute
  - iii. Plastic netting
  - iv. Straw Wattles
    1. Staked 3'-4' O/C, vertical spacing between 10'-25' and if no curb or sidewalk set wattle 5'-10' from toe of slope.
  - v. Various erosion control blankets
  - vi. Straw Bale Dikes
    1. Set 4" into slope contour.
    2. Ends tightly abutting. (Corner abutment is not acceptable)
    3. All bales shall be wire-bound or string-tied. Install bales so that bindings are oriented around the sides rather than along the tops and bottoms of the bales.
    4. Securely anchor each bale by driving at least two stakes through the bale.
    5. Fill any gaps between bales by wedging loose straw between bales.
    6. Backfill the trench with the excavated soil and compact it.
    7. Inspect and repair or replace damaged bales promptly. Straw bales typically deteriorate within 3 months when wet.
  - vii. Straw and seeding
    1. All seeding rates are given in pounds per acre. An acre is 43,560 square feet; an area 209 feet by 209 feet square. A football field is approximately one acre. Seed application is done by broadcasting. Immediately after seed is on, mulch should be applied. Mulch camouflages seed from birds, keeps seed in place during intense rains, and

conserves moisture for rapid seed germination. Preferred type mulch is clean, dry straw. Barley and oat straw is readily available locally. Straw is broadcast at the rate of 4,000 pounds per acre, about 60 bales. This can be done manually, however, there are commercial straw blower companies.

2. In extreme situations, it may be necessary to install additional protective measures such as jute or plastic netting anchored to the slope.

### 3. Mix examples are as follows:

Mix#	Seed Variety	Lbs/Acre
1	<i>Blando Brome</i>	18
2	<i>Annual Ryegrass</i>	25
3	<i>Baland Brome</i> <i>Lana Vetch</i>	12 15
4	<i>Blando Bome</i> <i>Rose Clover</i>	12 9
5	<i>Zorro Annual Fescue</i>	12

## **Monument Preservation**

When a construction or maintenance project is likely to disturb existing survey monument(s), the applicant or his contractor is responsible for preserving the existing monuments or hiring a surveyor if he finds monuments that need to be preserved located within the bounds of the permitted construction. California Business and Professions Code section 8771 requires that a licensed land surveyor, or registered civil engineer legally authorized to practice land surveying, reference the monument(s) any time a street, highway, right - of - way or easement is improved, constructed, reconstructed, maintained or resurfaced. If a monument is relocated, it must be reset into the surface of the new construction and recorded with the County Department of Public Works; otherwise, monuments must be retained or replaced in their original positions upon completion of the work.

A pre-construction Certificate of Monument Preservation will need to be filled out by an individual in charge of the Land Surveying activities within the bounds of the permitted construction prior to issuance of the permit. Prior to final inspection and/or acceptance of the construction activity, the County of Madera will require a post-construction Certificate of Monument Preservation stating that all monuments within the bounds of the permitted construction have been preserved. The Certificate of Monument Preservation forms for both pre- and post-construction are available upon request.