

County of Ventura  
**GRADING PERMIT**  
PUBLIC WORKS AGENCY  
DEVELOPMENT AND INSPECTION SERVICES  
800 South Victoria Avenue, Ventura, CA 93009  
(805) 654-2030

Permit No. \_\_\_\_\_

Grading Work Description \_\_\_\_\_

Assessor Parcel No(s) \_\_\_\_\_

Address of Work \_\_\_\_\_

Grading Type:  Regular  Engineered  Stockpile  Agricultural  Oil Field  Remove & Recompact  Discretionary

Depth of Cut \_\_\_\_\_ Excavation \_\_\_\_\_ yds<sup>3</sup> Export \_\_\_\_\_ yds<sup>3</sup> Height of Fill \_\_\_\_\_ Fill \_\_\_\_\_ yds<sup>3</sup> Import \_\_\_\_\_ yds<sup>3</sup>

Destination of Surplus \_\_\_\_\_ Source of Import \_\_\_\_\_

Deviations from Grading Ordinance: \_\_\_\_\_ VC DWG No(s) \_\_\_\_\_

Stormwater Form(s): \_\_\_\_\_ WDID: \_\_\_\_\_ QSP Required: Yes  No

**PERMITTEE SHALL NOTIFY SUBDIVISION INSPECTION 48 HOURS PRIOR TO WORK**

Property Owner \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

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Contractor \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

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Civil Engineer \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

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Soils Engineer \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

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Geologist \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

This permit authorizes only that work described hereon. Neither the issuance of this permit, nor the compliance with the provisions hereof or with any conditions imposed by this permit shall relieve any person from responsibility for damage to other persons or property nor impose any liability upon the governing agency for damage to other persons or property. All attached addenda are a part of this permit. All modifications of this permit or of the approved grading plan must be approved by the governing agency.

I hereby acknowledge that I have read this application and state that the above is correct, and that all excavation, grading and filling of land shall be in accordance with the approved plans, and the applicable grading ordinance. In consideration of the County issuing this grading permit the permittee agrees to comply with all provisions of this permit including the standard conditions and any special conditions attached hereto.

**Your permit is not complete until a "NOTIFICATION OF COMPLETION - GRADING" is issued. Occupancy does not mean that your grading permit is complete.**

X Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_  
PROPERTY OWNER

Issued by: \_\_\_\_\_ Date Issued \_\_\_\_\_ Expiration Date \_\_\_\_\_

**WORKMAN'S COMPENSATION**

It is required that each applicant file the following:

1. A certificate of consent to self-insure issued by the Director of Industrial Relations, or
2. A certificate of Workman's Compensation Insurance issued by an admitted insurer, or
3. An exact copy certified by the Director of Industrial Relations or the insurer, or

Workman's Compensation Insurance Policy No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

4. Statement of Understanding:

**"I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the Workmen's Compensation Laws of California. I further certify that I will verify compliance with the Workman's Compensation Laws of California of all sub-contractors contracted by me for any participation on projects over which I have contractual jurisdiction." I declare under penalty of perjury that the foregoing is true and correct.**

X Signature \_\_\_\_\_ Date \_\_\_\_\_

**FILL IN ALL BLANKS. IF NOT APPLICABLE, ENTER THE WORD "NONE or N/A"  
Signature of this sheet constitutes agreement of Standard Conditions as described on page 2**

## STANDARD CONDITIONS

1. Grading shall be in accordance with the Ventura County Building Code Appendix J, Latest Edition, Standard Specifications for Public Works Construction (SSPWC), the Ventura County Standard Land Development Manual & Specifications and any supplemental conditions if applicable. The permittee shall supply a bond if requested by Ventura County.
2. Plan check and inspection fee deposits shall be made in accordance with the Board of Supervisor's adopted Fee Deposit Schedule. The permittee shall pay the actual costs (including overhead) for services rendered. If at any time the actual costs exceed the deposits, the permittee shall pay the balance due before proceeding with further work. Failure to remit payment when due may result in the County issuing a "Stop Work Notice". Deposits not used will be refunded to the permittee upon completion of all required work.
3. All recommendations made by the Technical Consultants contained in the reports referenced hereon as approved or conditioned by the County are a part of this grading permit.
4. A preconstruction/pre-grade conference of all interested parties shall be held prior to any construction or grading. Any work performed under this permit prior to conducting a pre-grade meeting will be subject to whatever action including restoration to existing conditions before work was begun, that the County of Ventura deems necessary to inspect, correct and/or approve said work.
5. All graded surfaces subject to erosion shall be protected as approved by the Technical Consultants and accepted by the Building Official. Protection shall be provided and fully functional prior to commencement of grading.
6. All deleterious material, i.e., lumber, logs, brush, or any other organic materials or rubbish, shall be removed from all areas to receive compacted fill.
7. Unsuitable material shall be removed as required by the soils engineer (and engineering geologist, where employed) from all areas to receive compacted fill or drainage structures.
8. All areas to receive compacted fill shall be inspected and approved by the soils engineer (and engineering geologist, where employed) after removal of unsuitable material and excavation of keyways and benches, and prior to placement of fill or subsurface drainage systems.
9. All excavated slopes and keys for buttress fills must be examined by the engineering geologist and soils engineer to insure that all potential planes of failure have been exposed in the excavation and will be adequately supported by the proposed buttress. Field certification shall be submitted by the consultants.
10. All soil or rock materials deemed unsuitable for placement in compacted fill shall be removed from the site. A material such as concrete or imported materials shall be approved by the soils engineer prior to use in compacted fill.
11. The soils engineer & engineering geologist shall submit recommendations for corrective work to insure slope stability where unstable material is exposed at the top of cuts.
12. Materials for interceptor, terrace and down drains shall meet Ventura County Standard Land Development Specifications or the SSPWC, latest edition.
13. The soils engineer shall direct the removal or treatment of any existing underground structures such as septic tanks, irrigation lines, etc.
14. Any water well located within the site shall be reported to the Watershed Protection District of Ventura County prior to its modification or destruction. Special procedures are required for abandonment.
15. Interim soils and geologic reports shall be submitted to the County to obtain a building construction clearance.
16. "As-built" soils engineering (and if applicable, engineering geology) reports, summarizing all work performed and concluding that fills have been placed according to the approved plans and that all geologic features are stable as graded shall be submitted to the County prior to approval of the grading by the building official.
17. All permitted work contemplated under the permit will be completed within the time limit specified in the permit and will be done in accordance with approved plans and in compliance with the terms and conditions of the grading permit to the satisfaction of the building official and all of the provisions of applicable Codes, applicable laws, and ordinances.
18. This permit is valid only to the extent of Ventura County Building Code. Permits and consent required by other interested Agencies and consent of the underlying fee owner of easement and that of easement holders shall be the responsibility of the permittee. The permittee shall be responsible for obtaining all necessary permits and permissions from affected property owners, public agencies, and others.
19. If the owner wishes to change any technical consultants, grading shall cease until a new technical consultant assumes and accepts responsibility for the grading.
20. If the property subject to this permit changes ownership, grading shall cease until the new owner contacts Development and Inspection Services and transfers the permit to the new owner.
21. The permittee shall be responsible for determining the existence and location of any existing underground facilities.
22. All work shall be done in a manner which will minimize soil erosion. Existing natural vegetation shall be preserved wherever possible and practical. Exposure of disturbed soils shall be limited to an area in which work will be completed prior to the onset of the rainy season, to ensure that the soil is stabilized and vegetation is established.
23. Facilities shall be constructed to minimize and retain sediment produced on site. Sediment basins, sediment traps, and similar measures shall be installed prior to any clearing or grading activities, and shall be maintained throughout these activities until removal is authorized. Such structures shall be designed to minimize potential mosquito problems. Seeding, mulching, and other suitable stabilization measures shall be used to protect exposed erodible areas. Permanent sediment retention facilities and final stabilization measures shall be installed as soon as practical and a plan for their maintenance developed and adhered to.
24. Provisions shall be made to mitigate any increased runoff caused by altered soil conditions during and after construction.
25. Neither cut nor fill slopes shall be steeper than two parts horizontal to one part vertical (2:1) unless a geological or engineering analysis indicates that steeper slopes are safe and appropriate erosion control measures are specified. The top of cuts and the toe of fills shall not be closer than five 5-feet from any property line or road right of way.
26. Cleared vegetation and excavated materials shall be disposed of in a manner which reduces risk of erosion and is in conformance with the approved permit.
27. Prior to the "Notice of Completion – Grading" being issued all disturbed areas must be stabilized and slopes vegetated with 70% coverage using native vegetation, where practical.