



## **Simplified/Minor Grading Permit Requirements**

### **What projects qualify?**

A minor (simplified) grading permit may be authorized by the City Engineer if Subsections 1 through 8 below, are met to the satisfaction of the Director of Engineering Services.

1. The proposed grading is between 50 and 250 cubic yards. The City Engineer may authorize a Minor Grading Permit in accordance with Subsection 8 below. If the City Engineer authorizes a minor grading permit for removal and recompaction grading in excess of 250 cubic yards, additional inspection fees will be assessed for grading in excess of 250 cubic yards.
2. The grading does not propose to create slopes more than six feet high.
3. The grading is proposed on an existing slope less than six feet high.
4. The grading is not proposed within any environmentally sensitive areas, floodplain, floodway, within 100 feet of any coastal or inland bluffs, or area with geologic or slope stability problems, and does not divert or adversely impact any drainage flow.
5. The grading or other aspects of the development do not require any discretionary permit review by the Planning and Building Department other than a Coastal Development Permit.
6. The grading or other aspects of the development neither propose nor are required to provide public improvements.
7. The grading or other aspects of the development do not proposed cross lot drainage or major drainage improvements.
8. If the proposed grading is for removal and recompaction of unsuitable soils under a building footprint, and the proposed depth of excavation is four feet or less, a simplified grading permit may be issued for grading up to 750 cubic yards.

### **What must be submitted?**

1. Seven (7) copies of the grading plan prepared on the City standard title block D-size sheets including the standard title sheet and grading notes. The plan must be prepared, stamped and signed by a California Registered Civil Engineer. At a minimum, the grading plan shall include:
  - a. Existing and proposed ground contours and spot elevations;
  - b. Cross sections (to scale) showing existing and proposed grading, property lines, adjacent properties and improvements on adjacent properties, and any adjacent public improvements;
  - c. Existing and proposed drainage;
  - d. Proposed Best Management Practice storm water pollution control measures for both construction and post construction phases of the project in conformance with the City standards contained within City of Encinitas BMP Manual, Part II;
  - e. Existing and proposed hard surface areas;
  - f. Existing and proposed landscape materials, including any trees or vegetation proposed for removal;
  - g. Existing and proposed building footprints, including any buildings proposed for removal; and
  - h. Interim erosion control measures.
2. A completed Engineering Development Application signed by the property owner or agent.
3. Payment of the \$1800 plan review and permit fee. Additional inspection fees may be required for remedial grading in excess of 250cy.
4. A copy of the current title report for the subject property.
5. Any additional items required by engineering staff in order to verify compliance with applicable City codes and regulations.

The simplified grading plan shall be plotted on Mylar material and shall have all owner, engineer, and required department signatures prior to final approval by the Director of Engineering Services.

If prior to plan/permit approval or during construction it is found that the project does not meet the above mentioned requirements, the applicant may be required to obtain a full grading plan/permit at the discretion of the Director of Engineering Services.

If changes are proposed to an approved simplified/minor grading plan, a construction changes shall be submitted to and approved by the Engineering Services Department in the normal manner and shall be charged the normal construction change fee.

Please feel free to contact the Engineering Services Department at 760-633-2770 with any questions you may have.